



Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council
October 19, 2021
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 21st Regular Town Council Meeting
 - B. Proclamation National Breast Cancer Awareness Month 2021
 - C. Proclamation Veterans Day 2021
 - D. Analysis of the financial position of the Town of Jamestown
 - E. Analysis of the financial position of the Jamestown Park and Golf Course
 - F. Notification of Advances
 - G. Budget Amendment #8
- III. **Public Comment**
- IV. Proclamation for Fire Prevention Month- Mayor Montgomery
- V. Introduction of Captain Brian Hall with the Guilford County Sheriff's Department- Dave Treme, Interim Town Manager
- VI. **Old Business-**
 - A. Consideration of adoption of Certificate of Sufficiency- Matthew Johnson, Assistant Town Manager/Director of Planning
 - B. Consideration of adoption of Resolution Fixing Date of Public Hearing on Question of Annexation Pursuant to G.S. 160A-31- Matthew Johnson, Assistant Town Manager/Director of Planning
 - C. **Public Hearing-**
 1. Public Hearing for the consideration of adoption of the 2021 Comprehensive Plan- Matthew Johnson, Assistant Town Manager/Director of Planning
- VII. **New Business-**
 - A. Status Report on Code Enforcement Violations-Dave Treme, Interim Town Manager
 - B. Consideration of approval of Budget Amendment #10 and amendment to the contract with Alliance Code Enforcement- Dave Treme, Interim Town Manager
 - C. Jamestown Park & Golf Course Quarterly Report- Ross Sanderlin, Golf Course Manager
 - D. Jamestown Park & Golf Course Maintenance Report- Jamey Claybrook, Golf Course Superintendent
 - E. Overview of Bicycle & Pedestrian Planning Initiative Grant Award- Anna Hawryluk, Town Planner
 - F. Consideration of approval of Budget Amendment #9- Judy Gallman, Finance Director
 - G. Update on ongoing NCDOT projects in the Town of Jamestown- Paul Blanchard, Public Services Director
- VIII. **Manager/Committee Reports-**
 - A. Manager Report
 - B. Council Member Committee Reports
- IX. **Public Comment**
- X. **Other Business**
- XI. **Closed Session Per G.S. 143-318 to discuss matters related to Personnel**
- XII. **Adjournment**

Working Agenda for the October 19th 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 21st Regular TC Meeting B. Proclamation National Breast Cancer Awareness Month 2021 C. Proclamation Veterans Day 2021 D. Analysis of the financial position of the Town of Jamestown E. Analysis of the financial position of the Jamestown Park & GC F. Notification of Advances G. Budget Amendment #8 		Council Member makes a motion to approve the consent agenda. Council Member makes a second to the motion. Then vote.
6:05 pm	III. Public Comment		Please state your name and address and adhere to the 3 minute time limit
6:20 pm	IV. Proclamation for Fire Prevention Month	Mayor Montgomery	Mayor Montgomery to present the proclamation to Derek Carson.
6:25 pm	V. Introduction of Captain Brian Hall with Guilford Co. Sheriff's Department	Call on D. Treme	Treme to introduce Captain Brian Hall with the Guilford County Sheriff's Department to Council.
6:30 pm	VI. Old Business		
6:30 pm	A. Consideration of adoption of Certificate of Sufficiency	Call on M. Johnson	Johnson to request that Council adopt the certificate of sufficiency. Council Member makes a motion to adopt/deny the certificate of sufficiency. Council Member makes a second to the motion. Then vote.
6:35 pm	B. Consideration of adoption of Resolution Fixing Date of PH on Question of Annexation	Call on M. Johnson	Johnson to request that Council adopt the resolution fixing the date of the public hearing on the question of annexation for the November 16 th Town Council meeting. Council Member makes a motion to adopt/deny the resolution fixing the date of the public hearing on the question of annexation for the November 16 th Town Council meeting at 6:00 pm in the Civic Center. Council Member makes a second to the motion. Then vote.
6:40 pm	C. P.H. for the consideration of adoption of the 2021 Comp Plan	Call on M. Johnson	Johnson to introduce Vagn Hansen with Benchmark Planning. Vagn to present information regarding the update of the Town's Comp Plan. Ed Stafford, Vice Planning Board Chair, to present the Planning Board's recommendation regarding the adoption of the updated Comp Plan. Mayor Montgomery to open the public hearing to anyone that would like to speak regarding the adoption of the updated Comp Plan. Please state your name and address and adhere to the three minute time limit. Mayor Montgomery to close the public hearing and open the floor to Council for discussion. Council Member makes a motion to adopt/deny the 2021 Comprehensive Plan. Council Member makes a second to the motion. Roll Call Vote.
6:55 pm	VII. New Business		
6:55 pm	A. Status Report on Code Enforcement Violations	Call on D. Treme	Treme to introduce Brandon Emory with Alliance Code Enforcement (A.C.E.) Emory to present an overview of code enforcement violations in the Town of Jamestown.
7:05 pm	B. Consideration of approval of Budget Amendment #10 and amendment to the contract with A.C.E.	Call on D. Treme	Treme to request that Council approve Budget Amendment #10 and amendment to the contract with A.C.E. Council Member makes a motion to approve/deny Budget Amendment #10 and approve/deny the amendment to the contract with Alliance Code Enforcement. Council Member makes a second to the motion. Then vote.
7:15 pm	C. Jamestown Park & GC Quarterly Report	Call on R. Sanderlin	Sanderlin to present his quarterly report on the Jamestown Park and Golf Course.
7:25 pm	D. Jamestown Park & GC Maintenance Report	Call on J. Claybrook	Claybrook to present his quarterly report on the maintenance of the Jamestown Park and Golf Course.
7:35 pm	E. Overview of Bicycle & Pedestrian Planning Initiative Grant Award	Call on A. Hawryluk	Hawryluk to present information on the bicycle & pedestrian planning initiative grant that the Town has been awarded.
7:40 pm	F. Consideration of approval of Budget Amendment #9	Call on J. Gallman	Gallman to request that Council approve Budget Amendment #9. Council Member makes a motion to approve/deny Budget Amendment #9. Council Member makes a second to the motion. Then vote.

7:45 pm	G. Update on ongoing NCDOT projects in the Town of Jamestown	Call on P. Blanchard	Blanchard to present an update on ongoing NCDOT projects in the Town.
7:55 pm	VIII. Manager/Committee Reports		
7:55 pm	A. Manager Report	Call on D. Treme	Treme to present his monthly Manager's Report to Town Council.
8:00 pm	B. Council Member Committee Reports	Mayor Montgomery	Mayor Montgomery to request that Council Members give reports for any Committees that they serve on.
8:05 pm	IX. Public Comment		Please state your name and address and adhere to the 3 minute time limit
8:20 pm	X. Other Business		
8:25 pm	XI. Closed Session per G.S. 143-318 to discuss matters related to Personnel		Council Member makes a motion to go into Closed Session per G.S. 143-318 to discuss matters related to Personnel. Council Member makes a second to the motion. Then vote. Council Member makes a motion to resume open session. Council Member makes a second to the motion. Then vote.
8:45 pm	XII. Adjournment		Council Member makes a motion to adjourn. Council Member makes a second to the motion. Then vote.

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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 21st Regular TC Meeting

AGENDA ITEM #: II-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Minutes from the September 21st Regular Town Council Meeting

ATTACHMENTS: Minutes from the September 21, 2021 Regular Town Council Meeting

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 21, 2021
6:00 pm in the Civic Center
Minutes & General Account**

Council Members Present: Mayor Montgomery, Council Members Wolfe, Rayborn, Capes (attending virtually), & Straughn

Staff Members Present: Dave Treme, Matthew Johnson, Katie Weiner, Paul Blanchard, Judy Gallman, Elizabeth Greeson, Kenneth Clouser (Audio & Video Technician), & Beth Koonce, Town Attorney

Visitors Present: Jane Walker Payne, Deborah Beach, Eddie Oakley, Charles Hinsley, Brant Gomez, & 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- Mayor Montgomery 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 would like to change, add, or delete any items on the agenda.

Council Member Wolfe requested to add item "II-H. Budget Amendment #7" to the consent agenda and to remove the closed session from the regular agenda.

Council Member Wolfe made a motion to approve the agenda with the requested changes. Council Member Rayborn 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 11th Joint Town Council & Planning Board Meeting
- Approval of minutes from the August 11th Special Town Council Meeting
- Approval of minutes from the August 17th Regular Town Council Meeting
- Reappointment of Sherrie Richmond as an ETJ Planning Board Member
- Analysis of the financial position of the Town of Jamestown
- Analysis of the financial position of the Jamestown Park and Golf Course
- Notification of Advances
- Budget Amendment #7

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

(Budget Amendment #7)

Public Comment-

- Charles Hinsley, 109 Winrow Drive- Hinsley stated that he would like to submit two documents to the board for their consideration. They were property summaries for the property known as the “Johnson Farm.” He added that he had been involved in several conversations with Council Members and citizens and it seemed that there was a misunderstanding about how the property was classified. He stated that a Council Member had told him that the property was classified as agricultural, but he noted that the documents seem to indicate that a large portion of the property was residential. Hinsley submitted the documents to Weiner. He requested that Council review the documents and follow up with him about the classification of the land.
- Brant Gomez, 211 Misty Waters Lane- Gomez stated that he was an HOA board member for the Riverwalk community. He spoke about the possibility of extending the sidewalk from the southeast corner of Dillon Road and Main Street to the Black Dog Café. He stated that residents currently had to cross the road several times because of the lack of connectivity. He thanked Council for their time.

Resolution honoring Eddie Oakley for his service as a Planning Board Member- Mayor Montgomery presented the resolution to Eddie Oakley. She thanked him for his many years of service and for all that he had contributed as a Planning Board Member.

Oakley stated that it had been an honor to serve the Town. He also thanked the Town’s staff for their dedication and hard work.

(Resolution honoring Eddie Oakley for his service as a Planning Board Member)

Proclamation for Constitution Week in the Town of Jamestown 2021- Mayor Montgomery presented the proclamation to Deborah Beach, Daughters of the American Revolution (DAR) Representative.

(Proclamation for Constitution Week in the Town of Jamestown 2021)

Proclamation Fall Litter Sweep 2021- Mayor Montgomery presented the proclamation for the 2021 Fall Litter Sweep to Elizabeth Greeson. She thanked Greeson for all the hard work that she put into organizing the sweep twice a year for the Town of Jamestown.

Greeson stated that the Fall Litter Sweep had been a success. She said that it was an honor to organize the event twice a year. She noted that there had been 31 volunteers that picked up a total of 37 bags of litter on September 18th. She encouraged anyone that wanted to do their own litter sweep to reach out to her and she would provide them with the equipment.

(Proclamation Fall Litter Sweep 2021)

Old Business

- Review of mission, vision, and values statement for the Town of Jamestown- Treme stated that one of the Council's goals on the strategic plan was to update the Town's mission, vision, and values. He said that Council had a special meeting on July 15th to discuss the updates. He noted that Council had been divided into two groups and had created separate vision statements. The statements were as follows:

Vision Statement #1: We envision Jamestown to be a place for people to feel welcome, a destination for a variety of lifestyles, a friendly town with abundant recreational opportunities, a town that embraces its history and sense of community.

Vision Statement #2: Jamestown will be a thriving community with strong roots in our history. One dedicated to a high quality of life for residents of all ages, including: recreation, education, and supporting businesses. A community of clean, beautiful, and safe surroundings and welcoming neighborhoods where everyone can feel at home

He requested that Council adopt one of the vision statements.

Council Member Wolfe stated that she believed both statements were representative of the Town and essentially described the same vision. She added that she would be happy with the adoption of either statement.

Council Member Capes and Council Member Rayborn both preferred the second vision statement.

Council Member Straughn made a motion to adopt vision statement #2. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

Treme requested that Council adopt the draft mission statement. The draft mission statement was as follows: "Creating an exceptional quality of life for all citizens by providing superior services."

Council Member Straughn made a motion to adopt the draft mission statement. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

Treme stated that Council had also agreed on a set of primary and secondary values. The draft values were as follows:

Primary Values: compassion/fairness, accountability, servant leadership, and the ability to work together

Secondary Values: listening, open-mindedness, making a positive impact, and respect

Treme requested that Council adopt the primary and secondary values.

Council Member Straughn made a motion to adopt the primary and secondary values as presented. Council Member Rayborn made a second the motion. The motion passed by unanimous vote.

New Business-

- Appointment of Planning Board Member and Alternate- Weiner stated that there was currently a vacancy on the Planning Board. She added that Jane Walker Payne, Kerry Miller, Pam Burgess, Jeff Craig, and Al Stewart had all applied for consideration for appointment to the Board. She noted that Jane Walker Payne and Kerry Miller were currently serving as Alternates and were both interested in being appointed as full-time Members. She requested that Council appoint someone to serve as a Planning Board Member and someone to serve as a Planning Board Alternate if necessary.

Council Member Wolfe said that she was very happy that there were so many people willing to serve on the Board. She noted that Payne had served on the Comprehensive Plan Steering Committee and was also the Town's representative on the Guilford County Historic Preservation Commission. She noted that Payne had been attending the Planning Board meetings and serving when necessary. Council Member Wolfe said that Miller had served on the Planning Board in the past and had a wealth of knowledge. She stated that Burgess had served on the Comprehensive Plan Steering Committee as well as the AARP Livable Communities Committee. She added that Craig and Stewart had also submitted applications. She noted that Stewart had signed up to run for Council, but had requested to remove his name from the ballot. Unfortunately, he had not submitted his request before the deadline set by the Guilford County Board of Elections. She said that she believed his application should be kept on file until after the election results were finalized in November.

Council Member Wolfe made a motion to appoint Jane Walker Payne as a Planning Board Member and Pam Burgess as an Alternate Member. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

- Consideration of approval of Accounting Specialist position and Budget Amendment #6- Treme stated that he had evaluated the work of Town staff and had determined that it would be beneficial to hire an additional person with accounting knowledge to assist with current duties. He recommended that Council create a new position for an "Accounting Specialist." He also requested that Council approve Budget Amendment #6 which would allow staff to advertise the position and hire a new employee.

Council Member Wolfe and Treme briefly discussed the duties of the new employee. Treme stated that staff would seek to hire a qualified person for the job as soon as possible.

Council Member Wolfe made a motion to approve the creation of the position for an Accounting Specialist and Budget Amendment #6. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

(Budget Amendment #6)

- Request to set a public hearing date for the adoption of the Town of Jamestown's updated Comprehensive Plan- Johnson said that the Planning Board held a public hearing for the update to the Comprehensive Plan the previous night. He added that they unanimously recommended that Council approve the updated Comp Plan. He requested that Council set a public hearing for

the consideration of the adoption of the updated Comp Plan for the October 19th 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 adoption of the updated Comp Plan for the October 19th Town Council meeting in the Civic Center at 6:00 pm. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Request to set a public hearing date for the adoption of amendments to the Land Development Ordinance- Johnson stated that the Planning Board had continued their public hearing on the amendments to the LDO to the November 8th Planning Board meeting. He requested that Council set a public hearing date for the consideration of approval of amendments to the LDO for the November 16th Town Council meeting at 6:00 pm in the Civic Center at Town Hall.

Council Member Wolfe made a motion to set the public hearing date for the consideration of approval of the LDO amendments for the November 16th Town Council meeting at 6:00 pm in the Civic Center at Town Hall. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Consideration of adoption of Resolution directing the Clerk to investigate Annexation Petition- Johnson stated that the Town had received a petition for annexation for the property commonly known as the "Johnson Farm." He recommended that Council direct the Town Clerk to investigate the annexation petition as the first step of the statutorily required process for annexation. He requested that Council adopt the resolution directing the Clerk to investigate the petition.

Council Member Wolfe said that the Town had entered into an annexation agreement with the City of Greensboro in 1991. She added that the Johnson property had been located in Jamestown's annexation jurisdiction for decades. Therefore, she was in favor of adopting the resolution.

Council Member Wolfe made a motion to adopt the resolution directing the Clerk to investigate the annexation petition. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

(Resolution directing the Clerk to Investigate Annexation Petition)

- Consideration of waiver of a waiting period for a rezoning request per Article 5 Section 5.3-6- Johnson said that section 5.3-6 of the Town's Land Development Ordinance (LDO) included a provision that stated that the Town would not consider a rezoning request for a piece of property if Council had voted on a request for the same property within twelve months. He added that the intent of the language was to prevent subsequent requests from applicants without some significant change. However, Johnson noted that the LDO did allow Council to adopt a waiver in order to consider an additional rezoning request if there was a significant change that warranted consideration by Council. He noted that the waiver would allow for the rezoning request process to begin.

He stated that Diamondback had submitted a rezoning request to the Town for the Johnson property that had ultimately been denied. Johnson said that D.R. Horton had purchased the property and had submitted a request for a waiver which would allow them to submit a new rezoning request. He added that the request would be submitted after the public engagement process with Seth Harry & Associates had concluded. Johnson stated that the new owners of the property were not involved with the previous rezoning and that they intended to submit a plan that was substantially different. He stated that staff had reviewed the request for the waiver and had consulted with the Town's land use attorney, Tom Terrell, concerning the matter. He said that everyone agreed that it would be prudent to permit the new owner the opportunity to submit a new request to be considered by the Planning Board and Town Council. Johnson stated that staff recommended that Council grant the waiver.

Council Member Wolfe said that she believed the waiver was reasonable. She added that the new property owner had noted that there would be substantial changes to street systems, the types of housing, density, and to open spaces in the waiver request. She stated that D.R. Horton would also be working closely with Seth Harry & Associates, the community planning advocate for the Town.

Council Member Straughn stated that he appreciated Tom Terrell's guidance through this process. He asked if Koonce had anything that she would like to add. Koonce said that she believed the waiver was appropriate because the owner had explicitly listed the ways in which the rezoning request would be significantly different.

Council Member Rayborn said that she was pleased to see that the owner had enumerated the ways in which the request would be different from the previous one submitted. She added that she felt comfortable granting the waiver.

Council Member Rayborn made a motion to grant a waiver under section 5.3-6 of the LDO to permit the applicant/owner, D.R. Horton, the right to submit a new rezoning application for the property commonly known as the "Johnson Farm." Council Member Capes made a second to the motion. The motion passed by unanimous vote.

Manager/Committee Reports-

- Manager Report- Treme presented his monthly Manager's Report to Council. He stated that there seemed to be some confusion about the way that sales tax was distributed to the Town amongst some of the people in the community. He explained the process in which the Town received sales tax. He added that sales tax revenue made an impact on the Town's budget. He also presented an overview of the contract that the Town had entered into with Seth Harry & Associates, the Town's Community Planning advocate.

Treme noted that the Town staff had been spending exponentially more time than usual on public records requests. He added that staff had received thirty-five public record requests since June 2020. He stated that twenty-nine of those requests were from one person. He described the magnitude of some of the requests and the amount of staff time and resources that it took to respond. He spoke about a new public records request policy that he would be recommending for approval at a meeting in the near future. He noted that Town staff were happy to respond to all requests, but the new policy would consider the requests cumulatively if

they came in within a certain timeframe. He added that it would allow staff to charge a reasonable fee for responding to some of the more voluminous requests.

Council Member Rayborn asked if the majority of the requests were coming from residents of Jamestown. Treme stated that 83% of the requests were from one person that resided in High Point.

Council Members discussed the policy with Treme.

- Council Member Committee Reports-
 - Council Member Wolfe stated that there had been a TAC meeting on August 24th. She noted that a resolution of support had been approved at the meeting for the Town's application for the NCDOT Bicycle and Pedestrian Planning Grant Initiative. She thanked Hawryluk for her work on the grant. She also spoke about ongoing NCDOT projects.
 - Council Member Rayborn said that the AARP Livable Communities Committee had met in September to discuss the finalization of the Town's age-friendly community designation application. She added that the Committee had received invaluable feedback from local AARP representatives and that she felt very confident that the application would be approved. She praised the work that the Committee Members had done throughout the process. Council Member Rayborn stated that the Planning Board had met the previous night. She added that the majority of their discussion had centered on the updated Comprehensive Plan.

Public Comment- Nobody signed up.

Other Business- Council Member Wolfe thanked Town staff for their work on the September Music in the Park event. She also thanked Greeson for organizing the Fall Litter Sweep.

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

The meeting ended at 7:27 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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 2021

AGENDA ITEM #: II-B



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, 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 2021

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

**PROCLAMATION NATIONAL BREAST CANCER AWARENESS MONTH
OCTOBER 2021**

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 2021, statistics show there will be approximately 281,550 cases of invasive breast cancer diagnosed among women in the U.S., with about 43,600 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 2021 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 19th day of October, 2021.

Mayor S. Lynn Montgomery

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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 2021

AGENDA ITEM #: II-C



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, 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



Settled 1752
JAMESTOWN
NORTH CAROLINA

**PROCLAMATION VETERANS DAY
NOVEMBER 11, 2021**

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, 2021 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 11th day of November, 2021.

Mayor S. Lynn Montgomery



Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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 for September 2021

AGENDA ITEM #: II-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

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 statement is also included as of 9-30-21.

Expenditures during September include audit fees, purchase of a computer, a backhoe, and Christmas decorations for streets and Town facilities, as well as services from Benchmark, and Fountainworks.

ATTACHMENTS: 3 Page Summary & Detail to Actual Report for September 2021

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Town of Jamestown
 Financial Summary Report
 Cash Balances
 as of September 30, 2021

Petty Cash	\$	1,350
Operating Cash		2,178,384
Certificates of Deposit		3,000,000
Money Market Accounts - operating		1,227,453
North Carolina Capital Management Trust		<u>9,748,533</u>
	\$	<u><u>16,155,720</u></u>

Reservations of cash:

Cash reserved for Randleman Reservoir	\$	662,457
Cash reserved by Powell Bill for street improvements		280,012
General Capital Reserve Fund		1,837
East Fork Sidewalk Capital Project		78
Lydia Multi-use Greenway Capital Project		173,589
Oakdale Sidewalk Phase 3		114,369
Oakdale Sidewalk Phase 2		30,103
Recreational Maintenance Facility Capital Project		564,291
Grants Project Ordinance Fund - ARP		715,117
Water Sewer Capital Reserve Fund		<u>672,062</u>
	\$	<u><u>3,213,915</u></u>

Cash by Fund:

General	\$	4,520,036
General Capital Reserve Fund		1,837
East Fork Sidewalk Capital Project		78
Lydia Multi-use Greenway Capital Project		173,589
Oakdale Sidewalk Phase 3		114,369
Oakdale Sidewalk Phase 2		30,103
Recreational Maintenance Facility Capital Project		564,291
Grants Project Ordinance fund - ARP		715,117
Water/Sewer		8,701,781
Randleman Reservoir		662,457
Water/Sewer Capital Reserve Fund		<u>672,062</u>
	\$	<u><u>16,155,720</u></u>

Cash by Bank:

NCCMT	\$	9,748,533
Pinnacle Bank		4,178,384
First Bank		2,227,453
		<u>16,154,370</u>
	\$	<u><u>16,154,370</u></u>

Town of Jamestown
 Financial Summary Report
 Debt Balances
 as of September 30, 2021

Installment Purchase Debt:	Balance at 9/30/2021	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Sanitation truck, financed in 2017	\$ 68,499	12/1/2023	2023/2024
Leaf truck, financed in 2017	70,025	12/1/2023	2023/2024
Knuckleboom truck, financed in 2020	110,754	5/7/2025	2024/2025
Golf Clubhouse Renovation	<u>416,683</u>	11/3/2027	2027/2028
	<u>\$ 665,961</u>		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	<u>\$ 312,478</u>	11/3/2027	2027/2028

Town of Jamestown
 Financial Summary Report
 Total Revenues & Expenditures by Fund
 as of September 30, 2021

	<u>General Fund (#10)</u>	<u>General Capital Reserve Fund (#11)</u>	<u>Water/Sewer Fund (#30)</u>	<u>Randleman Reservoir Fund (#60)</u>	<u>Water/Sewer Capital Reserve Fund (#61)</u>
Current Year Revenues (and transfers)	1,483,153	-	596,352	36,514	431,601
% of budget received	22%	0%	11%	30%	100%
% of budget, excluding appropriated fund balance, received	27%	0%	17%	100%	100%
Expenditures (and transfers)	1,120,103	-	1,169,742	-	-
% of budget expended	17%	0%	21%	0%	0%

	<u>Fund (#16)</u>	<u>Fund (#17)</u>	<u>Fund (#18)</u>	<u>Fund (#20)</u>	<u>Fund (#21)</u>	<u>Fund (#22)</u>
	<u>East Fork Capital Project</u>	<u>Lydia (E Main) Capital Project</u>	<u>Oakdale Sidewalk Ph 3 Capital Project</u>	<u>Recreational Maint Facility Capital Project</u>	<u>Oakdale Sidewalk Ph 2 Capital Project</u>	<u>Special Revenue Grants Fund</u>
Life to Date Revenues & Other Financing Sources	1,614,259	1,963,050	218,168	584,000	79,589	715,117
% of budget received	91%	99%	32%	100%	40%	50%
Life to Date Expenditures	1,613,324	1,893,365	103,762	17,408	49,486	-
% of budget expended	91%	95%	15%	3%	25%	0%

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TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 9 / 21

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10 GENERAL FUND

Account	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
3000					
3100 AD VALOREM TAXES	852,784.22	998,115.74	2,225,000.00	1,226,884.26	45 %
3101 Interest on Ad Valorem Taxes	892.44	941.64	2,500.00	1,558.36	38 %
3102 Tax and Tag revenue	21,432.97	21,432.97	219,890.00	198,457.03	10 %
3103 Interest on Tax and Tag Revenues	134.35	134.35	1,000.00	865.65	13 %
3230 SALES AND USE TAX	0.00	0.00	841,000.00	841,000.00	0 %
3250 Solid Waste Disposal Tax	0.00	809.28	3,250.00	2,440.72	25 %
3256 ELECTRICITY SALES TAX	0.00	0.00	208,000.00	208,000.00	0 %
3257 TELECOMMUNICATIONS SALES TAX	0.00	0.00	35,000.00	35,000.00	0 %
3258 PIPED NATURAL GAS SALES TAX	0.00	0.00	18,500.00	18,500.00	0 %
3261 VIDEO PROGRAMMING TAX	0.00	0.00	42,000.00	42,000.00	0 %
3316 POWELL BILL	45,456.83	45,456.83	100,000.00	54,543.17	45 %
3322 ALCOHOLIC BEVERAGES TAX	0.00	0.00	19,500.00	19,500.00	0 %
3325 ABC DISTRIBUTION	0.00	12,500.00	50,000.00	37,500.00	25 %
3341 Telecommunications Planning Fees	3,500.00	3,500.00	7,500.00	4,000.00	47 %
3343 REVIEW FEES	625.00	2,771.00	7,500.00	4,729.00	37 %
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	11,069.46	85,000.00	73,930.54	13 %
3348 REFUSE COLLECTION FEES	13,860.00	41,218.00	163,200.00	121,982.00	25 %
3600 GREEN FEES	68,671.00	177,298.00	515,000.00	337,702.00	34 %
3610 MECHANICAL CART RENTALS	34,231.00	91,720.00	270,000.00	178,280.00	34 %
3620 PULL CART RENTALS	23.00	100.00	300.00	200.00	33 %
3650 DRIVING RANGE	6,756.00	18,628.00	54,000.00	35,372.00	34 %
3660 GOLF SHOP CONCESSIONS SALES	11,633.45	32,196.65	82,800.00	50,603.35	39 %
3661 Golf Shop Grill Catering Revenues	0.00	0.00	500.00	500.00	0 %
3665 Golf Special Orders - Sales	563.98	4,107.98	9,000.00	4,892.02	46 %
3675 Golf Clubhouse Rental Fees	400.00	400.00	11,500.00	11,100.00	3 %
3831 INVESTMENT EARNINGS	75.36	205.23	2,500.00	2,294.77	8 %
3836 SALES - PRO SHOP GOLF INVENTORY	5,715.02	16,975.57	57,800.00	40,824.43	29 %
3837 SHELTER RENTALS	350.00	1,050.00	2,500.00	1,450.00	42 %
3838 Building lease revenue	0.00	0.00	3,611.00	3,611.00	0 %
3839 MISCELLANEOUS REVENUES	32.42	127.75	1,000.00	872.25	13 %
3840 Rental Golf Sets	290.00	845.00	1,900.00	1,055.00	44 %
3841 Ball Field Rentals	0.00	1,550.00	6,000.00	4,450.00	26 %
3920 Issuance of installment purchase financing	0.00	0.00	301,000.00	301,000.00	0 %
3983 TRANSFER FROM GENERAL CAPITAL RESERVE FUND	0.00	0.00	76,600.00	76,600.00	0 %
3991 FUND BALANCE APPROPRIATED	0.00	0.00	1,235,240.00	1,235,240.00	0 %
Account Group Total:	1,070,073.04	1,483,153.45	6,660,391.00	5,177,237.55	22 %
Fund Total:	1,070,073.04	1,483,153.45	6,660,391.00	5,177,237.55	22 %



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	8,855.00	18,798.80	21,201.20	40,000.00	50,000.00	10,000.00
	2100 DEPARTMENT SUPPLIES	48.00	592.65	0.00	592.65	2,000.00	1,407.35
	2200 FOOD AND PROVISIONS	0.00	731.65	0.00	731.65	2,500.00	1,768.35
	2600 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	200.00	200.00
	2900 ASSETS NOT CAPITALIZED	0.00	0.00	7,000.00	7,000.00	7,000.00	0.00
	3100 TRAVEL	0.00	0.00	0.00	0.00	1,000.00	1,000.00
	3150 CONFERENCE FEES AND SCHOOLS	500.00	500.00	0.00	500.00	2,500.00	2,000.00
	3200 COMMUNICATIONS	0.00	0.00	0.00	0.00	1,500.00	1,500.00
	3400 PRINTING	0.00	0.00	0.00	0.00	300.00	300.00
	3100 MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	600.00	600.00
	3800 DATA PROCESSING SERVICES	53.14	158.96	861.04	1,000.00	1,000.00	0.00
	3950 DUES AND SUBSCRIPTIONS	0.00	2,008.00	0.00	2,008.00	2,500.00	492.00
	3955 Permit Fees	0.00	0.00	0.00	0.00	800.00	800.00
	3970 ELECTIONS	0.00	0.00	0.00	0.00	5,000.00	5,000.00
	3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
	4990 OTHER CONTRACTED SERVICES	0.00	175.00	3,275.00	3,450.00	3,600.00	150.00
	9700 CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
	Account Total:	9,456.14	22,965.06	32,317.24	55,282.30	80,700.00	25,417.70
4200 ADMINISTRATION EXPENDITURES							
	1000 SALARIES AND WAGES	19,592.00	58,486.00	0.00	58,486.00	345,000.00	286,514.00
	1003 LONGEVITY PAY	0.00	0.00	0.00	0.00	4,350.00	4,350.00
	1009 FICA EXPENSE	1,490.13	4,377.42	0.00	4,377.42	27,700.00	23,322.58
	1010 RETIREMENT EXPENSE	1,508.44	4,492.26	0.00	4,492.26	37,500.00	33,007.74
	1011 HEALTH INSURANCE EXPENSE	1,930.06	5,790.18	0.00	5,790.18	42,750.00	36,959.82
	1012 FLEX ADMINISTRATION FEES	6.00	18.00	127.00	145.00	300.00	155.00
	1013 RETIREE HEALTH INSURANCE EXPENSE	773.59	2,320.77	0.00	2,320.77	3,600.00	1,279.23
	1014 WORKER'S COMPENSATION	0.00	657.40	0.00	657.40	800.00	142.60
	1015 Unemployment Compensation	0.00	0.00	0.00	0.00	3,000.00	3,000.00
	1016 Wellness Program Expenditures	0.00	0.00	0.00	0.00	500.00	500.00
	1017 AGK EXPENSE	595.50	1,773.41	0.00	1,773.41	14,575.00	12,801.59
	1019 PROFESSIONAL SERVICES <i>Audit</i>	9,400.00	9,400.00	0.00	9,400.00	18,150.00	9,750.00
	2100 DEPARTMENT SUPPLIES	56.00	111.82	0.00	111.82	1,700.00	1,588.18
	2200 FOOD AND PROVISIONS	18.57	379.39	0.00	379.39	750.00	370.61
	2600 OFFICE SUPPLIES	18.19	190.96	0.00	190.96	2,000.00	1,809.04
	2900 ASSETS NOT CAPITALIZED	0.00	2,000.00	0.00	2,000.00	2,500.00	500.00
	3100 TRAVEL	1,137.88	2,869.56	3,709.44	6,599.00	10,000.00	3,401.00
	3150 CONFERENCE FEES AND SCHOOLS	200.00	335.00	0.00	335.00	5,000.00	4,665.00
	3200 COMMUNICATIONS	561.98	1,379.27	3,519.73	4,895.00	9,700.00	4,805.00
	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
	3800 DATA PROCESSING SERVICES	853.92	4,777.41	10,713.59	15,491.00	15,500.00	9.00
	3950 DUES AND SUBSCRIPTIONS	470.00	6,462.40	0.00	6,462.40	9,500.00	3,037.60
	3960 BANK AND MERCHANT FEES	0.00	0.00	0.00	0.00	200.00	200.00
	3980 MISCELLANEOUS EXPENSE	0.00	124.60	0.00	124.60	750.00	625.40
	4300 EQUIPMENT RENTAL	193.39	712.32	1,126.88	1,839.20	3,500.00	1,660.80
	4400 SERVICE & MAINTENANCE CONTRACTS	0.00	243.03	206.97	450.00	11,000.00	10,550.00
	4500 INSURANCE AND BONDING	0.00	459.59	0.00	459.59	1,000.00	540.41
	4990 OTHER CONTRACTED SERVICES	601.61	4,244.09	11,898.03	16,142.12	41,000.00	24,857.88

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 9 / 21

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
6820	First Bank Credit Card Encumbrance	0.00	0.00	2,000.00	2,000.00	3,000.00	1,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	4,000.00	4,000.00
Account Total:		39,407.26	111,624.88	33,297.64	144,922.52	620,125.00	475,202.48
4900 PLANNING DEPARTMENT EXPENDITURES							
1000	SALARIES AND WAGES	12,300.00	36,495.15	0.00	36,495.15	160,000.00	123,504.85
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	2,550.00	2,550.00
1009	FICA EXPENSE	934.66	2,773.01	0.00	2,773.01	12,500.00	9,726.99
1010	RETIREMENT EXPENSE	1,402.20	4,160.45	0.00	4,160.45	19,000.00	14,839.55
1011	HEALTH INSURANCE EXPENSE	1,930.06	5,790.18	0.00	5,790.18	23,400.00	17,609.82
1012	FLEX ADMINISTRATION FEES	5.00	18.00	112.00	130.00	200.00	70.00
1014	WORKER'S COMPENSATION	0.00	410.87	0.00	410.87	500.00	89.13
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	500.00	500.00
1017	401K EXPENSE	553.44	1,742.06	0.00	1,742.06	7,200.00	5,457.94
2100	DEPARTMENT SUPPLIES	195.28	300.89	0.00	300.89	4,500.00	4,199.11
2200	FOOD AND PROVISIONS	341.64	572.65	0.00	572.65	1,500.00	927.35
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	750.00	750.00
2600	OFFICE SUPPLIES	6.57	6.57	0.00	6.57	5,000.00	4,993.43
2900	ASSETS NOT CAPITALIZED - <i>computer</i>	2,833.76	2,833.76	1,565.74	4,399.00	4,500.00	101.00
3100	TRAVEL	0.00	-1,500.00	0.00	-1,500.00	3,500.00	5,000.00
3150	CONFERENCE FEES AND SCHOOLS	249.00	249.00	0.00	249.00	5,000.00	4,751.00
3200	COMMUNICATIONS	189.00	567.37	1,132.63	1,700.00	4,700.00	3,000.00
3400	PRINTING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3500	REPAIRS AND MAINTENANCE	0.00	359.85	0.00	359.85	500.00	140.15
3700	MARKETING / ADVERTISING	0.00	1,625.00	17,375.00	19,000.00	21,150.00	2,150.00
3800	DATA PROCESSING SERVICES	651.87	1,956.10	8,043.90	10,000.00	12,000.00	2,000.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	250.00	250.00	250.00	0.00
3950	DUES AND SUBSCRIPTIONS	1,409.85	2,719.53	2,852.30	5,571.83	9,500.00	3,928.17
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	1,000.00	1,000.00
4400	SERVICE & MAINTENANCE CONTRACTS	0.00	0.00	379.00	379.00	600.00	221.00
4500	INSURANCE AND BONDING	0.00	137.87	0.00	137.87	300.00	162.13
4990	OTHER CONTRACTED SERVICES	4,996.40	35,468.40	120,055.00	155,523.40	183,200.00	27,676.60
4991	Telecommunications Contracted	0.00	0.00	0.00	0.00	7,500.00	7,500.00
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	1,000.00	1,000.00
Account Total:		28,000.73	96,686.71	153,765.07	250,451.78	495,800.00	245,348.22
5000 BUILDING & GROUNDS EXPENDITURES							
2100	DEPARTMENT SUPPLIES	221.82	989.03	1,759.16	2,748.19	8,000.00	5,251.81
2140	SEED and SOG	600.00	600.00	0.00	600.00	600.00	0.00
2141	CHEMICALS	0.00	0.00	0.00	0.00	500.00	500.00
2142	FERTILIZER AND LIME	161.00	161.00	0.00	161.00	600.00	439.00
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 <i>Christmas decorations</i>	8,594.42	9,378.42	0.00	9,378.42	10,000.00	621.58
3200	COMMUNICATIONS	112.06	412.20	1,397.80	1,810.00	2,000.00	190.00
3300	UTILITIES	1,036.27	3,806.92	3,952.92	7,759.84	28,000.00	20,240.16
3350	Water Utilities	0.00	0.00	0.00	0.00	400.00	400.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	50,000.00	50,000.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	500.00	500.00

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 9 / 21

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18 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3900	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	2,275.00	11,772.00	21,105.00	32,877.00	38,000.00	5,123.00
4500	INSURANCE AND BONDING	0.00	11,489.44	0.00	11,489.44	25,000.00	13,510.56
4990	OTHER CONTRACTED SERVICES	272.50	716.70	9,800.00	10,516.70	11,000.00	483.30
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	60,000.00	60,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	3,000.00	3,000.00
Account Total:		13,273.07	39,325.71	38,014.88	77,340.59	243,300.00	165,959.41
5100 PUBLIC SAFETY EXPENDITURES							
4910	SHERIFF CONTRACT	0.00	0.00	0.00	0.00	515,000.00	515,000.00
4911	Sheriff Off Duty - Town events	922.00	2,099.60	2,878.00	4,977.60	5,000.00	22.40
4912	Sheriff off-duty for non-profit	0.00	0.00	0.00	0.00	3,000.00	3,000.00
4920	ANIMAL CONTROL CONTRACT	0.00	0.00	0.00	0.00	12,500.00	12,500.00
Account Total:		922.00	2,099.60	2,878.00	4,977.60	535,500.00	530,522.40
5300 FIRE EXPENSES							
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
4900	PINECROFT SEDGEMOUNT FIRE CONTRACT	0.00	174,091.48	0.00	174,091.48	696,366.00	522,274.52
4990	OTHER CONTRACTED SERVICES	0.00	0.00	2,897.50	2,897.50	2,900.00	2.50
5500	CAPITAL OUTLAY EQUIPMENT	0.00	870.82	0.00	870.82	5,800.00	4,929.18
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:		0.00	174,962.30	2,897.50	177,859.80	706,266.00	528,406.20
5600 STREET MAINTENANCE EXPENDITURES							
2100	DEPARTMENT SUPPLIES	0.00	0.00	0.00	0.00	6,000.00	6,000.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	6,000.00	6,000.00
2500	VEHICLE SUPPLIES	0.00	0.00	2,400.00	2,400.00	5,000.00	2,600.00
2520	FUELS - GAS & OIL	0.00	0.00	0.00	0.00	3,000.00	3,000.00
2900	ASSETS NOT CAPITALIZED <i>Christmas decorations</i>	8,505.55	8,505.55	0.00	8,505.55	30,000.00	21,494.45
3300	UTILITIES	13,676.22	28,068.47	0.00	28,068.47	120,000.00	91,931.53
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	10,000.00	10,000.00
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	500.00	500.00
3940	LANDFILL FEES/DUMPSTER F/U	0.00	0.00	0.00	0.00	500.00	500.00
3955	Permit Fees	0.00	0.00	0.00	0.00	1,100.00	1,100.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	100.00	100.00
4400	SERVICE & MAINTENANCE CONTRACTS	160.00	480.00	1,440.00	1,920.00	2,000.00	80.00
4500	INSURANCE AND BONDING	0.00	551.49	0.00	551.49	1,200.00	648.51
4980	STORMWATER FEES	0.00	5,605.00	0.00	5,605.00	6,000.00	395.00
4990	OTHER CONTRACTED SERVICES	907.50	6,631.50	60,615.50	67,247.00	105,174.00	37,927.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	0.00	32,506.00	32,506.00	32,506.00	0.00
5500	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	0.00	0.00	12,000.00	12,000.00
5700	CAPITAL OUTLAY - LAND IMPR -	1,000.00	1,000.00	0.00	1,000.00	206,000.00	205,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:		24,249.27	50,842.01	96,961.50	147,803.51	548,080.00	400,276.49

Potter sidewalk survey

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5800	SANITATION EXPENDITURES						
1000	SALARIES AND WAGES	6,216.04	18,544.76	0.00	18,544.76	112,500.00	93,955.24
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	1,650.00	1,650.00
1009	FICA EXPENSE	464.77	1,386.42	0.00	1,386.42	9,000.00	7,613.58
1010	RETIREMENT EXPENSE	711.48	2,122.66	0.00	2,122.66	12,750.00	10,627.34
1011	HEALTH INSURANCE EXPENSE	1,930.06	5,790.18	0.00	5,790.18	34,100.00	28,309.82
1012	FLEX ADMINISTRATION FEES	13.00	39.00	177.00	216.00	400.00	184.00
1013	RETIREE HEALTH INSURANCE EXPENSE	0.00	1,534.56	0.00	1,534.56	1,800.00	265.44
1014	WORKER'S COMPENSATION	0.00	6,163.10	0.00	6,163.10	7,500.00	1,336.90
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	4,000.00	4,000.00
1017	401K EXPENSE	278.12	828.88	0.00	828.88	4,900.00	4,071.12
2100	DEPARTMENT SUPPLIES	279.11	490.94	0.00	490.94	2,000.00	1,509.06
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	100.00	100.00
2500	VEHICLE SUPPLIES	4,767.04	6,595.01	0.00	6,595.01	8,500.00	1,904.99
2520	FUELS - GAS & OIL	806.18	3,461.72	16,538.28	20,000.00	20,000.00	0.00
3200	COMMUNICATIONS	25.00	151.02	383.98	535.00	1,000.00	465.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	1,000.00	1,000.00	6,000.00	5,000.00
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	600.00	600.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	5,017.48	9,876.12	55,123.88	65,000.00	65,000.00	0.00
3945	Recycle Fees	8,209.18	24,627.54	75,212.46	99,840.00	105,000.00	5,160.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
4500	INSURANCE AND BONDING	0.00	1,148.94	0.00	1,148.94	2,500.00	1,351.06
4990	OTHER CONTRACTED SERVICES	4,409.30	9,517.03	18,942.74	28,459.77	28,950.00	490.23
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	0.00	197,787.71	197,787.71	220,000.00	22,212.29
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
	Account Total:	33,126.76	92,277.88	366,166.05	458,443.93	650,450.00	192,006.07
6200	RECREATION EXPENDITURES						
1000	SALARIES AND WAGES	7,519.21	23,222.87	0.00	23,222.87	121,000.00	97,777.13
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	2,850.00	2,850.00
1009	FICA EXPENSE	568.04	1,758.51	0.00	1,758.51	9,500.00	7,741.49
1010	RETIREMENT EXPENSE	860.05	2,615.22	0.00	2,615.22	11,500.00	8,884.78
1011	HEALTH INSURANCE EXPENSE	1,930.06	5,790.18	0.00	5,790.18	23,400.00	17,609.82
1012	FLEX ADMINISTRATION FEES	6.00	18.00	112.00	130.00	200.00	70.00
1014	WORKER'S COMPENSATION	0.00	2,465.24	0.00	2,465.24	3,000.00	534.76
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	200.00	200.00
1017	401K EXPENSE	338.34	1,007.87	0.00	1,007.87	4,450.00	3,442.13
2100	DEPARTMENT SUPPLIES	856.29	1,216.98	0.00	1,216.98	10,000.00	8,783.02
2140	SEED and SOD	170.00	170.00	0.00	170.00	1,000.00	830.00
2141	CHEMICALS	116.75	116.75	0.00	116.75	4,000.00	3,883.25
2142	FERTILIZER AND LIME	705.00	705.00	0.00	705.00	2,000.00	1,295.00
2143	IRRIGATION SUPPLIES	0.00	0.00	0.00	0.00	1,200.00	1,200.00
2144	MULCH & PINE NEEDLES	14.62	14.62	0.00	14.62	4,500.00	4,485.38
2145	TOPSOIL (Sand)	0.00	0.00	0.00	0.00	1,500.00	1,500.00
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	50.00	50.00
2400	CONSTRUCTION & REPAIR SUPPLIES	742.96	742.96	0.00	742.96	3,000.00	2,257.04
2500	VEHICLE SUPPLIES	0.00	27.48	0.00	27.48	1,000.00	972.52
2520	FUELS - GAS & OIL	0.00	0.00	0.00	0.00	5,500.00	5,500.00
2550	EQUIPMENT SUPPLIES	0.00	237.31	0.00	237.31	3,500.00	3,262.69
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	300.00	300.00

Bradley (temp)

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2900	ASSETS NOT CAPITALIZED	2,527.96	2,527.96	0.00	2,527.96	6,900.00	4,372.04
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	256.37	868.39	2,666.61	3,535.00	4,000.00	465.00
3300	UTILITIES	603.20	1,375.73	0.00	1,375.73	13,500.00	12,124.27
3350	Water Utilities	38.13	96.07	0.00	96.07	650.00	553.93
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	2,500.00	2,500.00
3600	DATA PROCESSING SERVICES	21.13	62.99	337.01	400.00	400.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	500.00	500.00	500.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	465.46	465.46	0.00	465.46	500.00	34.54
3950	DUES AND SUBSCRIPTIONS	175.00	410.00	0.00	410.00	370.00	-40.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
3981	Special Events	2,065.00	5,195.00	1,570.00	6,765.00	14,000.00	7,235.00
4101	Library Services	0.00	13,500.00	0.00	13,500.00	54,000.00	40,500.00
4102	Recreation Services	0.00	12,750.00	0.00	12,750.00	25,500.00	12,750.00
4103	Culture/Historical Services	10,500.00	10,500.00	0.00	10,500.00	10,500.00	0.00
4300	EQUIPMENT RENTAL	1,842.52	8,300.81	14,615.41	22,916.22	23,000.00	83.78
4400	SERVICE & MAINTENANCE CONTRACTS	140.00	1,320.00	1,260.00	2,580.00	3,000.00	420.00
4500	INSURANCE AND BONDING	0.00	919.15	0.00	919.15	2,000.00	1,080.85
4990	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	5,000.00	5,000.00
5200	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	116,000.00	116,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:		32,462.19	98,400.55	21,061.03	119,461.58	499,970.00	380,508.42
6300	GOLF COURSE MAINTENANCE						
1000	SALARIES AND WAGES	25,489.82	74,480.20	0.00	74,480.20	400,000.00	325,519.80
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	3,500.00	3,500.00
1009	FICA EXPENSE	1,862.55	5,435.47	0.00	5,435.47	31,000.00	25,564.53
1010	RETIREMENT EXPENSE	2,922.93	8,339.14	0.00	8,339.14	41,000.00	32,660.86
1011	HEALTH INSURANCE EXPENSE	6,272.69	17,953.03	0.00	17,953.03	82,000.00	64,146.97
1012	FLEX ADMINISTRATION FEES	0.00	0.00	0.00	0.00	500.00	500.00
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	4,519.61	0.00	4,519.61	5,500.00	980.39
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	6,000.00	6,000.00
1017	401K EXPENSE	1,146.98	3,291.25	0.00	3,291.25	13,750.00	10,458.75
1018	457b EXPENSE	0.00	0.00	0.00	0.00	2,300.00	2,300.00
2100	DEPARTMENT SUPPLIES	2,016.74	2,157.34	0.00	2,157.34	8,500.00	6,342.66
2140	SEED and SOD	0.00	0.00	0.00	0.00	4,000.00	4,000.00
2141	CHEMICALS	5,479.00	8,439.00	5,761.00	14,200.00	45,000.00	30,800.00
2142	FERTILIZER AND LIME	1,128.50	1,986.50	0.00	1,986.50	30,000.00	28,013.50
2143	IRRIGATION SUPPLIES	0.00	1,636.54	0.00	1,636.54	7,000.00	5,363.46
2144	MULCH & PINE NEEDLES	0.00	0.00	0.00	0.00	3,000.00	3,000.00
2145	TOPSOIL (Sand)	0.00	1,835.92	0.00	1,835.92	10,000.00	8,164.08
2155	TEE AND GREEN SUPPLIES	0.00	0.00	0.00	0.00	3,000.00	3,000.00
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	200.00	200.00
2400	CONSTRUCTION & REPAIR SUPPLIES	742.96	742.96	0.00	742.96	5,000.00	4,257.04
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
2520	FUELS - GAS & OIL	1,515.57	5,235.71	16,764.29	22,000.00	22,000.00	0.00
2550	EQUIPMENT SUPPLIES	1,390.13	7,317.86	1,876.45	9,194.31	20,000.00	10,805.69
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
2900	ASSETS NOT CAPITALIZED	171.36	171.36	2,200.00	2,371.36	7,200.00	4,828.64

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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
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	427.38	1,424.32	4,725.68	6,150.00	5,500.00	-650.00
3300	UTILITIES	1,106.79	2,112.80	1,705.47	2,818.27	19,000.00	15,181.73
3350	Water Utilities	3.67	96.07	0.00	96.07	350.00	253.93
3500	REPAIRS AND MAINTENANCE	0.00	1,350.00	0.00	1,350.00	10,100.00	8,750.00
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	300.00	300.00
3800	DATA PROCESSING SERVICES	64.40	177.77	522.23	700.00	700.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	109.00	109.00	1,391.00	1,500.00	1,500.00	0.00
3940	LANDFILL FEES/DUMPSTER F/U	618.03	1,061.29	1,204.17	2,265.46	3,000.00	734.54
3950	DUES AND SUBSCRIPTIONS	689.99	2,384.99	0.00	2,384.99	4,000.00	1,615.01
3980	MISCELLANEOUS EXPENSE	103.92	103.92	0.00	103.92	500.00	396.08
4300	EQUIPMENT RENTAL	4,756.33	18,276.50	40,209.60	58,486.10	62,000.00	3,513.90
4400	SERVICE & MAINTENANCE CONTRACTS	40.00	120.00	360.00	480.00	4,000.00	3,520.00
4500	INSURANCE AND BONDING	477.36	5,992.29	0.00	5,992.29	12,000.00	6,007.71
4950	LAB TESTING	0.00	0.00	0.00	0.00	600.00	600.00
4990	OTHER CONTRACTED SERVICES	260.00	260.00	2,065.04	2,325.04	7,000.00	4,674.96
5500	CAPITAL OUTLAY EQUIPMENT	0.00	33,378.25	81,063.60	114,441.85	114,500.00	58.15
5700	CAPITAL OUTLAY - LAND IMPR -	0.00	0.00	0.00	0.00	25,000.00	25,000.00
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	120,000.00	120,000.00
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	5,000.00	5,000.00
Account Total:		59,016.42	210,950.05	161,848.53	372,798.58	1,161,800.00	789,001.42
6301	GOLF SHOP EXPENDITURES						
1000	SALARIES AND WAGES	22,152.03	68,055.29	0.00	68,055.29	293,000.00	224,944.71
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	3,300.00	3,300.00
1009	FICA EXPENSE	1,705.43	5,227.23	0.00	5,227.23	23,000.00	17,772.77
1010	RETIREMENT EXPENSE	1,666.71	4,888.89	0.00	4,888.89	22,000.00	17,111.11
1011	HEALTH INSURANCE EXPENSE	3,858.23	11,574.69	0.00	11,574.69	46,500.00	34,925.31
1012	FLEX ADMINISTRATION FEES	0.00	0.00	0.00	0.00	100.00	100.00
1013	RETIREE HEALTH INSURANCE EXPENSE	0.00	2,701.20	0.00	2,701.20	10,800.00	8,098.80
1014	WORKER'S COMPENSATION	0.00	1,314.80	0.00	1,314.80	1,600.00	285.20
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	1,000.00	1,000.00
1017	401K EXPENSE	629.34	1,977.34	0.00	1,877.34	8,250.00	6,372.66
2100	DEPARTMENT SUPPLIES	456.14	956.42	3,581.40	4,537.82	9,500.00	4,962.18
2101	Grill Supplies	405.57	824.22	4,175.68	5,000.00	8,500.00	3,500.00
2156	RANGE SUPPLIES	0.00	0.00	2,650.00	2,650.00	6,000.00	3,350.00
2280	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	350.00	350.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	1,000.00	1,000.00
2600	OFFICE SUPPLIES	0.00	103.59	0.00	103.59	1,000.00	896.41
2700	GOLF INVENTORY FOR RESALE	4,153.02	11,256.29	4,879.96	16,136.25	49,000.00	32,863.75
2705	Golf Special Orders - Purchases	322.20	3,265.97	0.00	3,265.97	7,500.00	4,234.03
2710	CONCESSION INVENTORY RESALE	2,720.74	8,674.07	23,325.93	32,000.00	32,000.00	0.00
2715	Food purchased not in inventory	1,518.51	3,156.62	10,887.67	14,044.29	16,000.00	1,955.71
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	707.68	2,148.58	6,426.42	8,575.00	11,000.00	2,425.00
3300	UTILITIES	1,204.72	2,318.32	2,150.79	4,469.11	17,000.00	12,530.89
3350	Water Utilities	72.60	96.06	0.00	96.06	300.00	203.94

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3400	PRINTING	0.00	0.00	0.00	0.00	250.00	250.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	2,100.00	2,100.00	3,000.00	900.00
3700	MARKETING / ADVERTISING	60.40	276.20	623.80	900.00	10,000.00	9,100.00
3800	DATA PROCESSING SERVICES	814.72	2,366.45	6,033.55	2,400.00	2,400.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	52.00	161.00	1,839.00	2,000.00	2,000.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	143.57	586.83	1,213.17	1,800.00	2,500.00	700.00
3950	DUES AND SUBSCRIPTIONS	0.00	0.00	0.00	0.00	800.00	800.00
3955	Permit Fees	0.00	0.00	0.00	0.00	200.00	200.00
3960	BANK AND MERCHANT FEES	2,170.68	6,251.96	15,248.04	21,500.00	22,500.00	1,000.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	250.00	250.00
4200	EQUIPMENT RENTAL	146.81	440.43	1,605.28	2,045.71	2,500.00	454.29
4210	GOLF CART RENTALS	5,327.28	21,309.12	42,618.24	63,927.36	65,800.00	1,872.64
4311	SALES AND USE TAX PAID	2,028.48	5,698.08	0.00	5,698.08	18,000.00	12,301.92
4400	SERVICE & MAINTENANCE CONTRACTS	935.68	4,314.72	8,677.44	12,992.16	16,000.00	3,007.84
4500	INSURANCE AND BONDING	188.75	7,082.41	0.00	7,082.41	15,000.00	7,917.59
4990	OTHER CONTRACTED SERVICES	0.00	154.97	0.00	154.97	5,000.00	4,845.03
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	25,000.00	25,000.00
9100	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:		53,440.79	177,081.85	138,036.37	315,118.22	769,900.00	454,781.78
2000 Debt Service							
7100	DEBT PRINCIPAL PAYMENTS	14,911.90	38,642.04	0.00	38,642.04	223,500.00	184,857.96
7200	DEBT INTEREST PAYMENTS	970.48	4,244.23	0.00	4,244.23	24,000.00	19,755.77
Account Total:		15,882.38	42,886.27	0.00	42,886.27	247,500.00	204,613.73
9600 OTHER FINANCING USES							
9600	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	101,000.00	101,000.00
Account Total:		0.00	0.00	0.00	0.00	101,000.00	101,000.00
Account Group Total:		309,237.01	1,120,102.87	1,047,243.81	2,167,346.68	6,660,391.00	4,493,044.32
Fund Total:		309,237.01	1,120,102.87	1,047,243.81	2,167,346.68	6,660,391.00	4,493,044.32

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11 General Capital Reserve Fund

Account	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
3000					
3031 INVESTMENT EARNINGS	0.01	0.02	10.00	9.98	0 %
3981 TRANSFER FROM GENERAL FUND	0.00	0.00	101,000.00	101,000.00	0 %
Account Group Total:	0.01	0.02	101,010.00	101,009.98	0 %
Fund Total:	0.01	0.02	101,010.00	101,009.98	0 %

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11 General Capital Reserve Fund

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3							
9600	OTHER FINANCING USES						
9600	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	76,600.00	76,600.00
9600	RESERVE FOR FUTURE EXPENDITURES	0.00	0.00	0.00	0.00	24,410.00	24,410.00
	Account Total:	0.00	0.00	0.00	0.00	101,010.00	101,010.00
	Account Group Total:	0.00	0.00	0.00	0.00	101,010.00	101,010.00
	Fund Total:	0.00	0.00	0.00	0.00	101,010.00	101,010.00

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30 WATER AND SEWER

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	%
3000					
3345 INSPECTION AND PERMIT FEES	197.16	294.04	3,200.00	2,905.96	9 %
3710 UTILITY CHARGE - WATER	98,195.95	238,868.37	925,000.00	686,131.63	26 %
3720 UTILITY CHARGE - SEWER	138,885.95	338,385.64	2,415,000.00	2,076,614.36	14 %
3741 Meter Fee	300.00	300.00	500.00	200.00	60 %
3742 System Development Fees to be transferred	3,075.00	3,075.00	0.00	-3,075.00	** %
3743 System Admin / Installation fee	100.00	100.00	100.00	0.00	100 %
3745 Connection Fees - Water and Sewer	900.00	2,350.00	10,000.00	7,650.00	24 %
3750 NONPAYMENT / RECONNECTION FEES	100.00	5,950.00	12,000.00	6,050.00	50 %
3755 Return Check Fees	0.00	100.00	350.00	250.00	29 %
3760 LATE FEES	1,830.00	5,870.00	18,000.00	12,130.00	33 %
3765 CREDIT CARD ADMINISTRATION FEES	60.91	112.07	200.00	87.93	56 %
3831 INVESTMENT EARNINGS	84.89	283.31	5,000.00	4,716.69	6 %
3839 MISCELLANEOUS REVENUES	0.00	0.00	100.00	100.00	0 %
3910 Insurance Recoveries	663.46	663.46	0.00	-663.46	** %
3987 TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND	0.00	0.00	123,000.00	123,000.00	0 %
3992 NET POSITION APPROPRIATED	0.00	0.00	1,998,355.00	1,998,355.00	0 %
Account Group Total:	244,393.32	596,351.89	5,510,805.00	4,914,453.11	11 %
Fund Total:	244,393.32	596,351.89	5,510,805.00	4,914,453.11	11 %

TOWN OF JAMESTOWN, NC
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30 WATER AND SEWER

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
3100	WATER AND SEWER						
1000	SALARIES AND WAGES	49,998.76	147,082.20	0.00	147,082.20	708,000.00	560,917.80
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	14,500.00	14,500.00
1009	FICA EXPENSE	3,813.22	11,219.24	0.00	11,219.24	55,500.00	44,280.76
1010	RETIREMENT EXPENSE	5,699.85	16,767.32	0.00	16,767.32	80,000.00	63,232.68
1011	HEALTH INSURANCE EXPENSE	11,580.35	32,811.01	0.00	32,811.01	140,100.00	107,288.99
1012	FLEX ADMINISTRATION FEES	19.00	57.00	322.00	379.00	600.00	221.00
1013	RETIREE HEALTH INSURANCE EXPENSE	773.18	2,319.54	0.00	2,319.54	10,800.00	8,480.46
1014	WORKER'S COMPENSATION	0.00	10,556.22	0.00	10,556.22	11,000.00	443.78
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	2,000.00	2,000.00
1017	401K EXPENSE	2,219.92	6,541.99	0.00	6,541.99	31,500.00	24,958.01
1019	PROFESSIONAL SERVICES <i>Audit</i>	7,775.00	7,775.00	0.00	7,775.00	11,450.00	3,675.00
2100	DEPARTMENT SUPPLIES	2,598.70	5,004.55	3,078.88	8,083.43	30,000.00	21,916.57
2105	WATER METERS	0.00	0.00	0.00	0.00	30,000.00	30,000.00
2200	FOOD AND PROVISIONS	18.57	18.57	0.00	18.57	1,000.00	981.43
2400	CONSTRUCTION & REPAIR SUPPLIES	173.42	4,711.16	1,400.00	6,111.16	15,000.00	8,888.84
2500	VEHICLE SUPPLIES	61.59	647.76	0.00	647.76	7,500.00	6,852.24
2520	FUELS - GAS & OIL	2,063.50	6,288.83	15,711.17	22,000.00	22,000.00	0.00
2550	EQUIPMENT SUPPLIES	0.00	339.57	0.00	339.57	5,000.00	4,660.43
2600	OFFICE SUPPLIES	0.00	229.37	0.00	229.37	2,000.00	1,770.63
2750	PURCHASE OF WATER	21,859.03	43,718.06	221,281.94	265,000.00	365,000.00	100,000.00
2755	Water Transmission Fees	1,692.30	3,384.60	0.00	3,384.60	26,000.00	22,615.40
2900	ASSETS NOT CAPITALIZED	1,139.00	3,639.00	1,924.00	5,563.00	25,000.00	19,437.00
3100	TRAVEL	0.00	0.00	0.00	0.00	4,500.00	4,500.00
3150	CONFERENCE FEES AND SCHOOLS	4,530.00	4,730.00	0.00	4,730.00	7,500.00	2,770.00
3200	COMMUNICATIONS	1,820.49	5,119.92	20,150.08	25,270.00	33,500.00	8,230.00
3300	UTILITIES	920.97	1,900.51	1,827.51	3,728.02	15,000.00	11,271.98
3350	Water Utilities	0.00	0.00	0.00	0.00	500.00	500.00
3400	PRINTING	362.15	724.80	3,775.20	4,500.00	7,000.00	2,500.00
3500	REPAIRS AND MAINTENANCE	3,507.75	7,467.81	4,450.00	11,917.81	30,000.00	18,082.19
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3800	DATA PROCESSING SERVICES	1,437.78	4,271.21	16,478.79	20,750.00	20,750.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	124.00	341.00	1,659.00	2,000.00	2,000.00	0.00
3940	LANDFILL FEES/DUMPSTER P/C	0.00	0.00	0.00	0.00	4,000.00	4,000.00
3950	DUES AND SUBSCRIPTIONS	470.00	470.00	1,792.50	2,262.50	6,000.00	3,737.50
3955	Permit Fees	0.00	0.00	0.00	0.00	5,000.00	5,000.00
3960	BANK AND MERCHANT FEES	1,140.67	3,480.15	8,728.71	12,208.86	14,500.00	2,291.14
3980	MISCELLANEOUS EXPENSE	0.00	16.40	0.00	16.40	1,500.00	1,483.60
4300	EQUIPMENT RENTAL	203.40	725.30	1,126.90	1,852.20	14,000.00	12,147.80
4400	SERVICE & MAINTENANCE CONTRACTS	150.00	746.97	2,293.65	3,040.62	50,000.00	46,959.38
4401	NC811 Fees	172.50	306.00	2,194.00	2,500.00	2,500.00	0.00
4500	INSURANCE AND BONDING	2,861.82	25,810.17	0.00	25,810.17	50,000.00	24,189.83
4950	LAB TESTING	140.00	779.00	8,221.00	9,000.00	9,000.00	0.00
4960	SEWER TREATMENT	0.00	47,296.42	0.00	47,296.42	840,000.00	792,703.58
4990	OTHER CONTRACTED SERVICES	3,814.09	8,271.19	74,067.62	82,338.81	150,000.00	67,661.19
4995	ENGINEERING FEES NOT CAPITALIZED	0.00	0.00	8,300.00	8,300.00	10,000.00	1,700.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	44,095.00	46,546.90	88,641.90	90,500.00	1,858.10
5500	CAPITAL OUTLAY EQUIPMENT	122,005.66	122,005.66	7,000.00	129,005.66	129,025.00	19.34
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	50,000.00	50,000.00
5900	CAPITAL OUTLAY - WATER IMPROVEMENTS	0.00	0.00	0.00	0.00	1,050,000.00	1,050,000.00

Backhoe

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30 WATER AND SEWER

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5910	CAPITAL OUTLAY - SEWER IMPROVEMENTS	0.00	0.00	0.00	0.00	597,975.00	597,975.00
6800	OPERATING PAYMENTS TO REGIONAL	0.00	44,388.24	0.00	44,388.24	46,000.00	1,611.76
6801	DEBT PAYMENTS TO PIEDMONT TRIAD	0.00	61,118.73	0.00	61,118.73	123,000.00	61,881.27
6810	Payments for Odor Control Project	0.00	0.00	0.00	0.00	22,000.00	22,000.00
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	1,966.38	0.00	1,966.38	7,500.00	5,533.62
9600	TRANSFERS TO OTHER FUNDS	468,099.00	468,099.00	0.00	468,099.00	468,100.00	1.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	3,500.00	3,500.00
Account Total:		723,245.67	1,169,741.68	451,329.85	1,621,071.53	5,510,805.00	3,889,733.47
Account Group Total:		723,245.67	1,169,741.68	451,329.85	1,621,071.53	5,510,805.00	3,889,733.47
Fund Total:		723,245.67	1,169,741.68	451,329.85	1,621,071.53	5,510,805.00	3,889,733.47

Randleman Reservoir Capital Reserve fund +
W/S Capital Reserve fund

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60 HANDLEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3831 INVESTMENT EARNINGS	4.70	14.28	100.00	85.72	14 %
3986 TRANSFER FROM ENTERPRISE FUNDS	36,500.00	36,500.00	36,500.00	0.00	100 %
3992 NET POSITION APPROPRIATED	0.00	0.00	86,400.00	86,400.00	0 %
Account Group Total:	36,504.70	36,514.28	123,000.00	86,485.72	30 %
Fund Total:	36,504.70	36,514.28	123,000.00	86,485.72	30 %

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40 HANDEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
0130	HANDEMAN RESERVOIR						
	9600 TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	123,000.00	123,000.00
	Account Total:	0.00	0.00	0.00	0.00	123,000.00	123,000.00
	Account Group Total:	0.00	0.00	0.00	0.00	123,000.00	123,000.00
	Fund Total:	0.00	0.00	0.00	0.00	123,000.00	123,000.00

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61 WATER AND SEWER CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3931 INVESTMENT EARNINGS	0.81	1.98	10.00	8.02	20 %
3986 TRANSFER FROM ENTERPRISE FUNDS	431,599.00	431,599.00	431,600.00	1.00	100 %
Account Group Total:	431,599.81	431,600.98	431,610.00	9.02	100 %
Fund Total:	431,599.81	431,600.98	431,610.00	9.02	100 %
Grand Total:	1,782,570.88	2,547,620.62	12,826,816.00	10,279,195.38	20 %

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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 RESERVE FOR FUTURE EXPENDITURES	0.00	0.00	0.00	0.00	431,610.00	431,610.00
	Account Total:	0.00	0.00	0.00	0.00	431,610.00	431,610.00
	Account Group Total:	0.00	0.00	0.00	0.00	431,610.00	431,610.00
	Fund Total:	0.00	0.00	0.00	0.00	431,610.00	431,610.00
	Grand Total:	1,032,482.68	2,289,844.55	1,498,573.66	3,788,418.21	12,826,816.00	9,038,397.79

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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 Sept 2021

AGENDA ITEM #: II-E



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

Attached is the report of golf operations for September 2021.

Total revenues for the month of September 2021 were \$128,283 and operating expenditures were \$112,457. Thus there was a net operating gain of \$15,826 for the month. In September 2020, there was an operating gain of \$8,441. The difference is mainly due to approximately 11% more revenues in September 2021 than in September 2020.

For the month of September 2021 there were 3,452 rounds played, and 3,503 rounds played in September 2020.

The grill had a net profit of \$2,141 for September 2021; in September 2020, the net profit was \$124.

ATTACHMENTS: Golf Report for September 2021

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Summary
FYE 6/30/22

	September 2021	September 2020	Variance	% Variance	YTD FYE 6/30/22	YTD FYE 6/30/21	Variance	% Variance
<i>Golf Course Operating Revenues</i>	128,283	115,473	12,810	11.09%	342,272	341,636	636	0.19%
<i>Golf Course Maintenance Expenditures (before capital outlay)</i>	59,016	48,431	10,585	21.86%	177,572	169,390	8,182	4.83%
<i>Golf Course Golf Shop Expenditures (before capital outlay)</i>	53,441	58,601	(5,160)	-8.81%	177,082	166,072	11,010	6.63%
<i>Net exp < or > rev before Capital Outlay</i>	15,826	8,441	7,385		(12,382)	6,174	(18,556)	
<i>Capital Outlay</i>	-	-	-	100.00%	33,378	-	(33,378)	100.00%
<i>Net expenditures < or > revenues</i>	<u>15,826</u>	<u>8,441</u>	7,385	-87.49%	<u>(45,760)</u>	<u>6,174</u>	(51,934)	841.17%
<i>Golf Rounds Played (not including complimentary play)</i>	3,452	3,503			9,278	10,398		
<i>Bad Weather Days (1)</i>	3	3			13	7		
<i>Days closed for aerification, covered greens, COVID</i>	-	0			-	2		
Golf course employees paid during the month:								
Full-time positions	11	8						
Part-time hours	972	1,151						

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

Jamestown Park Golf Course Revenues
Revenues
FYE 6/30/22

	<u>September 2021</u>	<u>September 2020</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD FYE 6/30/22</u>	<u>YTD FYE 6/30/21</u>	<u>Variance</u>	<u>% Variance</u>
Greens	68,671	60,017	8,654	14.42%	177,298	174,977	2,321	1.33%
Cart Rentals	34,231	33,224	1,007	3.03%	91,720	99,192	(7,472)	-7.53%
Pull Carts	23	46	(23)	-50.00%	100	144	(44)	-30.56%
Driving Range	6,756	5,538	1,218	21.99%	18,628	17,302	1,326	7.66%
Sales - Golf Shop Inventory	6,279	7,162	(883)	-12.33%	21,084	21,355	(271)	-1.27%
Sales - Golf Shop Concessions	11,633	9,206	2,427	26.36%	32,197	28,136	4,061	14.43%
Golf Clubhouse Rental Fees	690	280 (golf clubs only)	410	146.43%	1,245	530	715	134.91%
Ins Recoveries	-	-	-	-	-	-	-	-
	<u>128,283</u>	<u>115,473</u>	12,810	11.09%	<u>342,272</u>	<u>341,636</u>	636	0.19%

Jamestown Park Golf Course Operations
 Golf Maintenance Expenditures
 FYE 6/30/22

	<u>September 2021</u>	<u>September 2020</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD FYE 6/30/22</u>	<u>YTD FYE 6/30/21</u>	<u>Variance</u>	<u>% Variance</u>
<i>Salaries & Employee Benefits</i>	37,916	34,076	3,840	11.27%	114,579	104,242	10,337	9.92%
<i>Supplies & Materials</i>	12,444	6,511	5,933	91.12%	29,524	31,810	(2,286)	-7.19%
<i>Contractual Services</i>	5,533	6,792	(1,259)	-18.54%	24,649	29,815	(5,166)	-17.33%
<i>Other Operating Expenditures (utilities, communications, etc)</i>	<u>3,123</u>	<u>1,052</u>	<u>2,071</u>	<u>196.86%</u>	<u>8,820</u>	<u>3,523</u>	<u>5,297</u>	<u>150.35%</u>
<i>Total Exp before Capital Outlay</i>	<u>59,016</u>	<u>48,431</u>	<u>10,585</u>	<u>21.86%</u>	<u>177,572</u>	<u>169,390</u>	<u>8,182</u>	<u>4.83%</u>
<i>Capital Outlay</i>	<u>-</u>	<u>-</u>	<u>-</u>		<u>33,378</u>	<u>-</u>	<u>33,378</u>	
	<u>59,016</u>	<u>48,431</u>	<u>10,585</u>	<u>21.86%</u>	<u>210,950</u>	<u>169,390</u>	<u>41,560</u>	<u>24.54%</u>

Variations:

Salaries and benefits are more due to 2 more positions than prior year during this month.
 More chemicals, equipment supplies, etc in the current year.

Jamestown Park Golf Course Operations
 Golf Shop Expenditures
 FYE 6/30/22

	<u>September 2021</u>	<u>September 2020</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD FYE 6/30/22</u>	<u>YTD FYE 6/30/21</u>	<u>Variance</u>	<u>% Variance</u>
<i>Salaries & Employee Benefits</i>	30,010	27,466	2,544	9.26%	95,639	81,232	14,407	17.74%
<i>Supplies & Materials</i>	9,576	15,683	(6,107)	-38.94%	28,239	31,411	(3,172)	-10.10%
<i>Contractual Services</i>	8,627	12,840	(4,213)	-32.81%	38,999	40,284	(1,285)	-3.19%
<i>Other Operating Expenditures (utilities, communications, etc)</i>	<u>5,228</u>	<u>2,612</u>	<u>2,616</u>	100.15%	<u>14,205</u>	<u>13,145</u>	<u>1,060</u>	8.06%
<i>Total Exp before Capital Outlay</i>	<u>53,441</u>	<u>58,601</u>	<u>(5,160)</u>	-8.81%	<u>177,082</u>	<u>166,072</u>	<u>11,010</u>	6.63%
<i>Capital Outlay</i>	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>	<u>-</u>	
	<u>53,441</u>	<u>58,601</u>	<u>(5,160)</u>	-8.81%	<u>177,082</u>	<u>166,072</u>	<u>11,010</u>	6.63%

Variances:

Salaries & benefits more due to moving PT employee to full-time

Less inventory was purchased in current year - food and golf shop items.

There was extra cleaning services and some air conditioning maintenance in prior year; not so in 2021.

Grill Operations

FYE 6/30/22

	<u>September 2021</u>	YTD <u>FYE 6/30/22</u>	<u>September 2020</u>	YTD <u>FYE 6/30/21</u>
Golf Shop Grill Revenues	11,633	32,197	9,206	28,136
Golf Shop Rental Revenue	400	400	-	-
	<u>12,033</u>	<u>32,597</u>	<u>9,206</u>	<u>28,136</u>
Expenditures:				
Wages	3,478	11,612	3,426	9,648
FICA	266	884	262	737
Benefits	1,502	4,433	1,392	4,105
Grill supplies	406	824	263	616
Food & beverage purchases	4,240	11,831	3,739	10,460
	<u>9,892</u>	<u>29,584</u>	<u>9,082</u>	<u>25,566</u>
	<u>2,141</u>	<u>3,013</u>	<u>124</u>	<u>2,570</u>

Mayor
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Interim Town Manager
Dave Treme

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 19, 2021

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 that 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 been requested but not yet received are as follows:

East Main Street (Lydia) sidewalk project - \$378,224.20

East Fork Road sidewalk & pedestrian bridge project - \$1,063

Note: We have received reimbursements on all of our requests from NCDOT. There are other amounts that have been paid but reimbursement not yet requested due to other factors that we are waiting on.

ATTACHMENTS:

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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 #8

AGENDA ITEM #: II-G



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

This budget amendment will budget for the sponsorship money received for benches.

This will also add budget in order to add curb and gutter at the new Recreational Maintenance Facility. This was left off the original plan, but was determined at Plan Review that it was a necessary component. Included as well is a transfer from General Fund to the Recreational Maintenance Facility Capital Project fund.

ATTACHMENTS: Budget Amendment #8 & Memo from Public Services Director

RECOMMENDATION/ACTION NEEDED: Approve budget amendment #8

BUDGETARY IMPACT: \$48,150 increase in expenditures and revenues & appropriated fund balance

SUGGESTED MOTION: Approve budget amendment #8

FOLLOW UP ACTION NEEDED:

**FYE 6/30/22
BUDGET AMENDMENT #8**

Fund 10:

a.	Assets not capitalized	10-5600-2900	4,075.00	
	Bench Sponsorships	10-3832		4,075.00

To budget for sponsorship money received for benches

b.	Transfer to Recreational Maintenance Facility	10-9600-9600	44,075.00	
	Appropriated Fund Balance	10-3991		44,075.00

To increase budget for curb and gutter at new recreational maintenance facility

Fund 20:

Land Improvements	20-6300-5700	44,075.00	
Transfer from General Fund	20-3981		44,075.00

To increase budget for curb and gutter at new recreational maintenance facility

David Treme

From: Paul Blanchard
Sent: Monday, October 11, 2021 4:00 PM
To: David Treme
Cc: Matthew Johnson
Subject: Golf Course Maintenance Building

Dave,

We have been looking at tweaks to the golf maintenance facility. Staff strongly recommends placing curb and gutter around the perimeter of the building. RBS made the suggested changes and provided a cost estimate for the work. Their cost estimate for the additional work was originally:

Requested Items and Estimated Effect on Budget:

372 + 350 LF of c/g = **722 LF of 24" curb & gutter x \$48 = \$35,000**

Adding c/g increases grade/fill by 6 inches at the bldg. pad and additional 6 inches out from the bldg....

Adding approx. **280 cy of additional Fill Dirt @ \$36 = \$10,080**

Add Dumpster pad and screen = \$3500

Add pedestrian gate, sidewalk = \$1500

-More gravel area to increase to 31 spaces and additional HC space and nec'y ramp....

-Temp Construction Entrance...

-Silt Fence...

Estimated Cost to project **\$56,000 x 7.5% Fee = \$4200**

Overall Add to the Project estimated to be \$60,200

The original estimate included curb and gutter around the building and along the wash drive route. We do not see the need for curb and gutter on the wash drive route, so we suggest removing that amount of curb. We also recommend some minor revisions to the site: relocating the dumpster pad, relocating the gas pumps, and upgrading the inlet in the wash area. We do not believe relocating the gas pumps and dumpster pad will change the cost. The improved inlet will cost about \$2,000 more, but it will remove grass clippings and sand/gravel, which the original inlet could not. Updating their numbers for estimating yields:

Requested Items and Estimated Effect on Budget:

372 LF of c/g = **372 LF of 24" curb & gutter x \$48 = \$18,000**

Adding c/g increases grade/fill by 6 inches at the bldg. pad and additional 6 inches out from the bldg....

Adding approx. **280 cy of additional Fill Dirt @ \$36 = \$10,080**

Add Dumpster pad and screen = \$3500

Add pedestrian gate, sidewalk = \$1500

Add Improved Inlet = \$2000

-More gravel area to increase to 31 spaces and additional HC space and nec'y ramp....

-Temp Construction Entrance...

-Silt Fence...

Estimated Cost to project **\$41,000 x 7.5% Fee = \$3075**

Overall Add to the Project estimated to be \$44,075

Please let me know if I can provide additional information.

Sincerely,

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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 for Fire Prevention Month

AGENDA ITEM #: IV

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Proclamation declaring October 2021 as Fire Prevention Month in the Town of Jamestown.

ATTACHMENTS: Fire Prevention Month Proclamation 2021

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

**PROCLAMATION FIRE PREVENTION MONTH
OCTOBER 2021**

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 2021 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 19th day of October, 2021.

Mayor S. Lynn Montgomery



Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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: Introduction to Captain Brian Hall with Guilford Co. Sheriff's Dept

AGENDA ITEM #: V

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Dave Treme, Interim Town Manager

SUMMARY:

Captain Brian Hall is now serving District 3 for the Guilford County Sheriff's Department. District 3 includes the Town of Jamestown. The Town is grateful for his service!

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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: Consideration of adoption of a Certificate of Sufficiency

AGENDA ITEM #: VI-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: Oct. 19, 2021

ESTIMATED TIME FOR DISCUSSION: 10 min.

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson

SUMMARY:

Under GS 160A-31, the Town has received a petition for annexation of property commonly known as the "Johnson Farm". 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. At this time, we request the Town Council adopt the Certificate of Sufficiency for the record.

ATTACHMENTS: Certificate of Sufficiency, survey, and metes and bounds description.

RECOMMENDATION/ACTION NEEDED: Adopt the Certificate of Sufficiency.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to adopt the Certificate of Sufficiency as presented.

FOLLOW UP ACTION NEEDED: Set a public hearing date (See agenda item VI-B)



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:

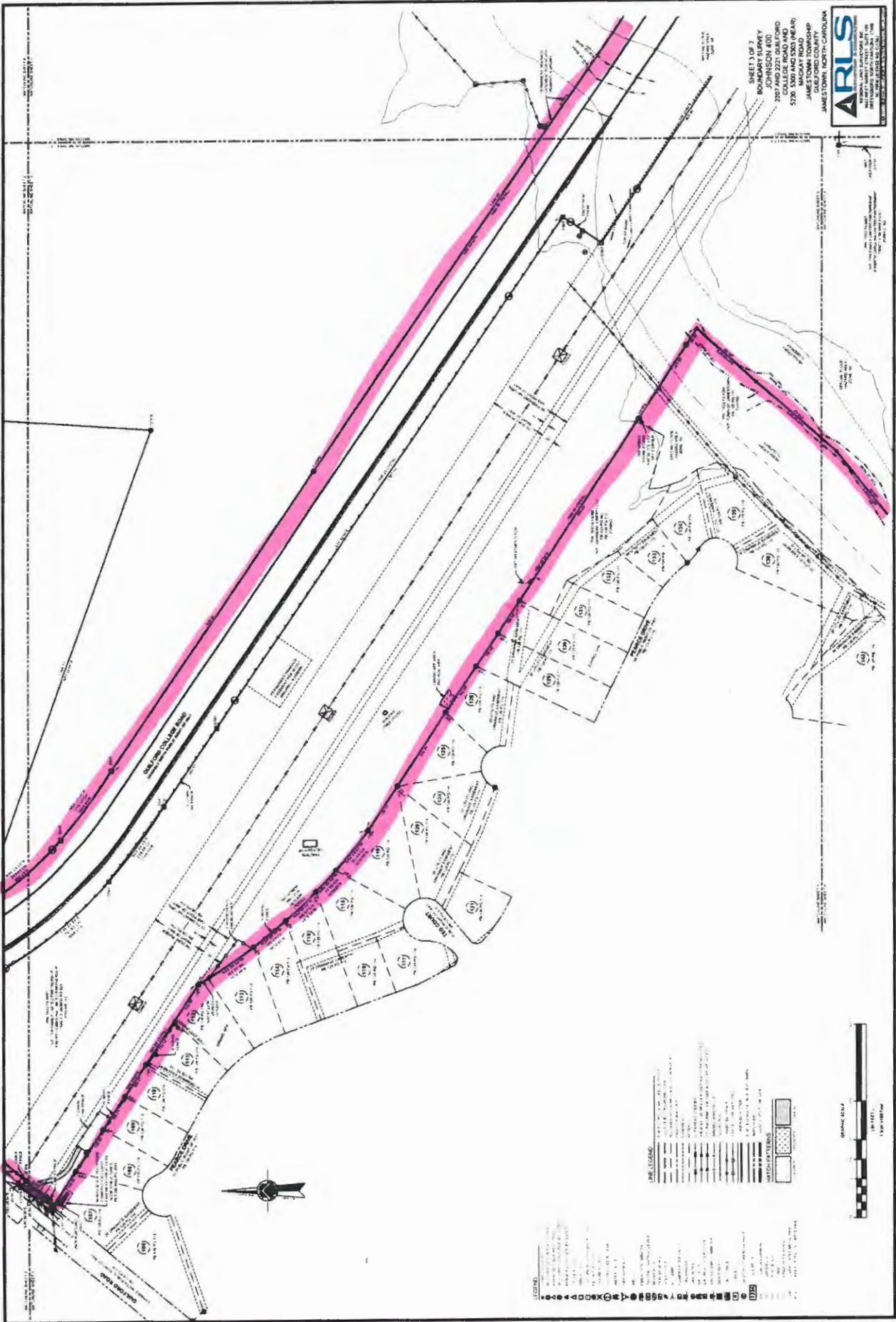
- a. The petition contains an adequate property description of the area proposed for annexation. A metes and bounds description and a survey map showing the proposed area of annexation is attached.
- b. The area described in the petition is contiguous to the Town of Jamestown primary corporate limits, 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 12th day of October 2021.

(SEAL)



Katie M. Weiner
Katie M. Weiner, CMC, Town Clerk



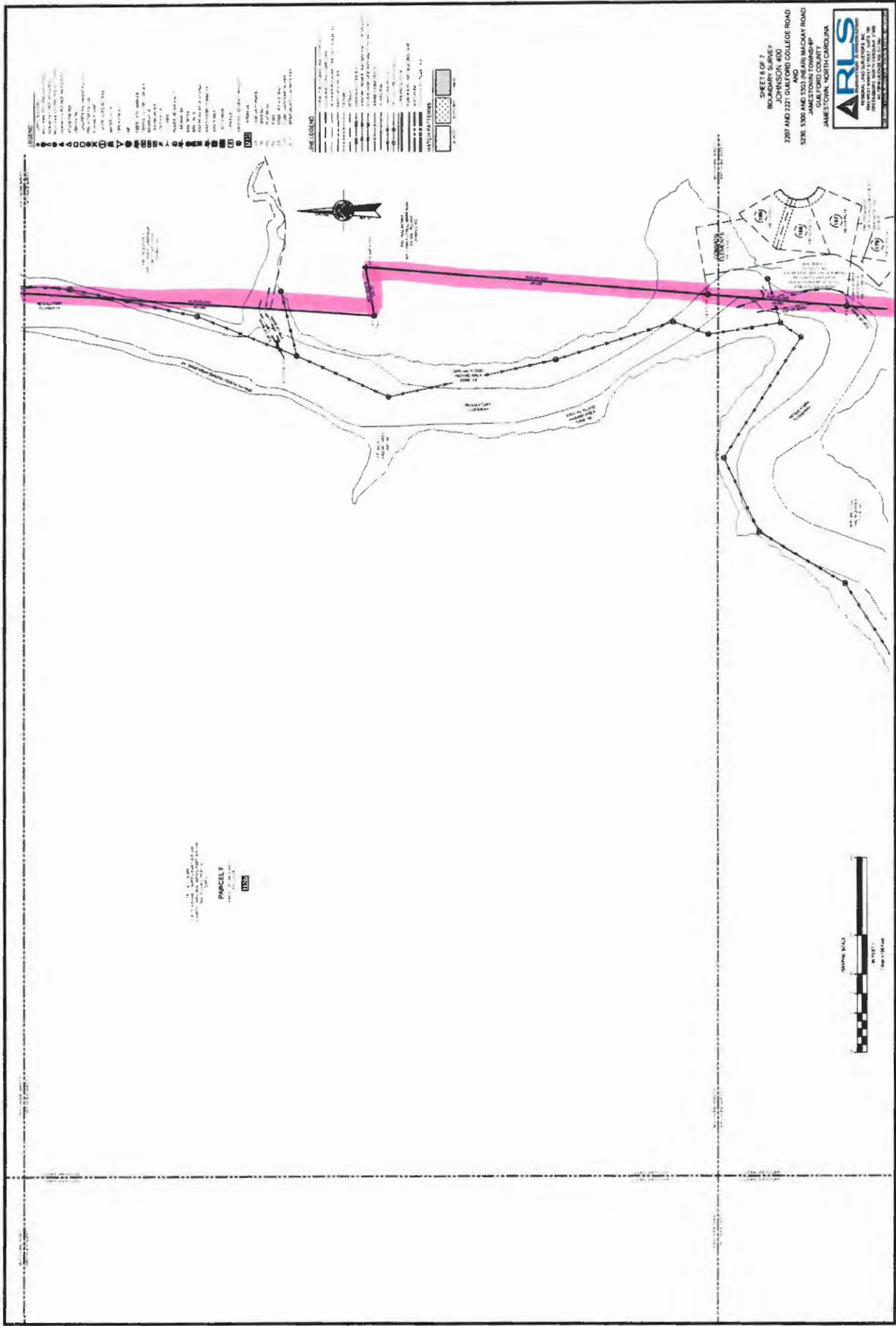
SHEET 3 OF 7
 BOUNDARY SURVEY
 JAMES DUNN, SOUTH CAROLINA
 COLLEGE ROAD AND
 578 (MAY AND 580) (NEAR)
 JAMESTOWN TOWNSHIP
 JALFORD COUNTY
 JAMES DUNN, SOUTH CAROLINA

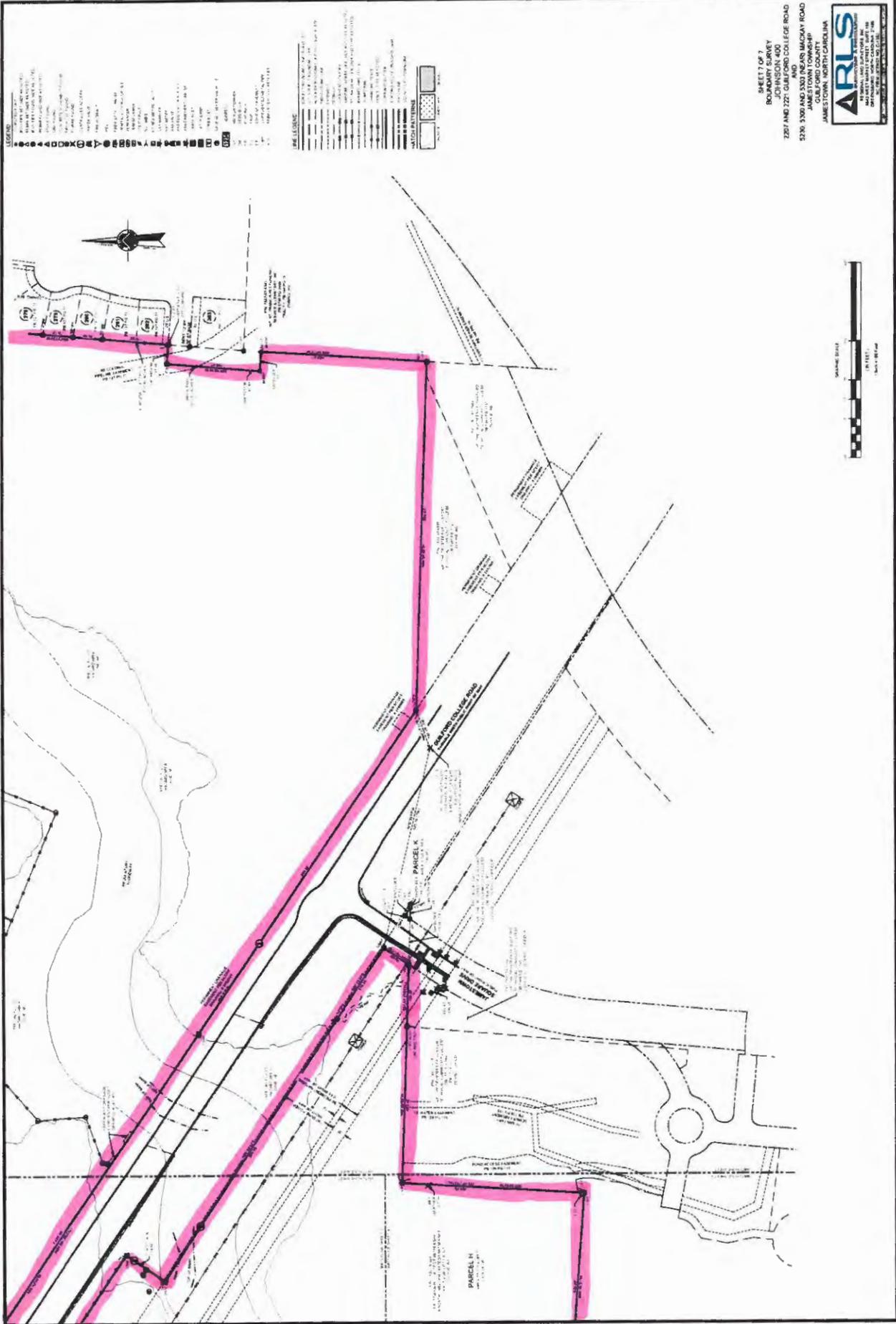


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SHEET 7 OF 7
 BOUNDARY SURVEY
 JOHNSON 400
 2267 AND 2271 GIBSON AND COLLEGE ROAD
 5230, 5300 AND 5307 (NEAR) MACKAY ROAD
 JAMES TOWN TOWNSHIP
 JOHNS TOWN LOCAL GOV.
 JAMESTOWN, NORTH CAROLINA



Survey Description: Parcel A

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 69° 27' 16" East 102.69 feet to a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds, also being a 1 Inch Iron Pipe Set at the southeastern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 1 of Deed Book 6655, Page 621; thence along said northern right-of-way line of Guilford College Road, the following three (3) courses:

1) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;

2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North 53° 31' 20" West 220.50 feet to a Disk Found;

3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 40° 24' 41" West 269.01 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife, Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162 in the Guilford County Registry; thence continuing along the eastern right-of-way line of Guilford College Road, the following three (3) courses:

1) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 18° 04' 00" West 429.54 feet to a Disk Found;

2) North 11° 22' 57" West 172.26 feet to a 1/2 Inch Iron Pipe Set;

3) North 01° 40' 29" East 29.54 feet to a 1/2 Inch Iron Pipe Set at the southwestern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 2 of Deed Book 6655, Page 621; thence continuing along said eastern right-of-way line of Guilford College Road, the following thirteen (13) courses:

- 1) North 01° 40' 29" East 23.05 feet to a 1/2 Inch Iron Pipe Set;
- 2) North 02° 23' 35" East 568.86 feet to a 1/2 Inch Iron Pipe Set;
- 3) along the arc of a curve to the right having a radius of 22,916.67 feet with a chord bearing and distance of North 03° 24' 13" East 808.38 feet to a 1/2 Inch Iron Pipe Set;
- 4) South 85° 35' 09" East 14.17 feet to a 1/2 Inch Iron Pipe Set;
- 5) North 04° 13' 27" East 78.32 feet to a 1/2 Inch Iron Pipe Set;
- 6) North 85° 23' 24" West 13.78 feet to a 1/2 Inch Iron Pipe Set;
- 7) North 04° 46' 27" East 131.18 feet to a 1/2 Inch Iron Pipe Set;
- 8) North 04° 56' 17" East 594.17 feet to a Disk Found;
- 9) along the arc to the right having a radius of 2,247.35 feet with a chord bearing and distance of North 06° 49' 37" East 224.64 feet to a Disk Found;
- 10) along the arc of a curve to the right having a radius of 1,099.08 feet with a chord bearing and distance of North 15° 38' 21" East 190.50 feet to a 1/2 Inch Iron Pipe Set;
- 11) North 28° 59' 59" East 145.62 feet to a Disk Found;
- 12) North 32° 31' 09" East 56.86 feet to a 1/2 Inch Iron Pipe Set;
- 13) North 61° 13' 54" East 86.01 feet to a 1/2 Inch Iron Pipe Set at the intersection of said eastern right-of-way line of Guilford College Road and the southern right-of-way line of Mackay Road; thence crossing Mackay Road, North 11° 07' 42" East 94.20 feet to the True Point of Beginning being a Disk Found at the intersection at the northern right-of-way line of Mackay Road and the eastern right-of-way line of Guilford College Road; thence along said eastern right-of-way line of Guilford College Road, the following three (3) courses:
 - 1) North 04° 40' 46" West 33.01 feet to a 1/2 Inch Iron Pipe Set;
 - 2) North 33° 57' 12" East 109.13 feet to a Disk Found;
 - 3) North 33° 19' 46" East 50.70 feet to a 1 Inch Iron Pipe Set at the Northwestern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 3 of Deed Book 6655, Page 621; thence along the northern property line of said Tract 3 of Deed Book 6655, Page 621, South 85° 37' 47" East 715.14 feet to a 1/2 Inch Iron Pipe Set at the western property line of the Jordan Creek Townhomes as shown on Deed Book 7794, Page 812, Deed Book 7562, Page 2780, and Deed Book 777, Page 1762, Plat Book 184, Page 79; thence along said western property line of the Jordan Creek Townhomes, South 04° 42' 07" West 438.75

feet to a 1/2 Inch Iron Pipe Set at said northern right-of-way line of Mackay Road; thence along said northern right-of-way line of Mackay Road, the following seven (7) courses:

- 1) North 77° 42' 15" West 13.49 feet to a 1/2 Inch Iron Pipe Set;
- 2) North 82° 35' 52" West 103.56 feet to a 1/2 Inch Iron Pipe Set;
- 3) North 83° 23' 22" West 153.14 feet to a 1/2 Inch Iron Pipe Set;
- 4) along a curve to the right having a radius of 623.36 feet with a chord bearing and distance of North 67° 48' 28" West 327.83 feet to a Disk Found;
- 5) North 40° 56' 32" West 94.76 feet to a Disk Found;
- 6) North 48° 56' 48" West 63.68 feet to a Disk Found;
- 7) North 56° 02' 43" West 98.31 feet to the True Point of Beginning, containing 6.491 acres.

Survey Description: Parcel B

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 69° 27' 16" East 102.69 feet to a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds, also being a 1 Inch Iron Pipe Set at the southeastern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 1 of Deed Book 6655, Page 621; thence along said northern right-of-way line of Guilford College Road, the following three (3) courses:

- 1) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;
- 2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North 53° 31' 20" West 220.50 feet to a Disk Found;

3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 40° 24' 41" West 269.01 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife, Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162 in the Guilford County Registry; thence continuing along the eastern right-of-way line of Guilford College Road, the following three (3) courses:

1) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 18° 04' 00" West 429.54 feet to a Disk Found;

2) North 11° 22' 57" West 172.26 feet to a 1/2 Inch Iron Pipe Set;

3) North 01° 40' 29" East 29.54 feet to the True Point of Beginning being a 1/2 Inch Iron Pipe Set; thence continuing along said eastern right-of-way line of Guilford College Road, the following twelve (12) courses:

1) North 01° 40' 29" East 23.05 feet to a 1/2 Inch Iron Pipe Set;

2) North 02° 23' 35" East 568.86 feet to a 1/2 Inch Iron Pipe Set;

3) along the arc of a curve to the right having a radius of 22,916.67 feet with a chord bearing and distance of North 03° 24' 13" East 808.38 feet to a 1/2 Inch Iron Pipe Set;

4) South 85° 35' 09" East 14.17 feet to a 1/2 Inch Iron Pipe Set;

5) North 04° 13' 27" East 78.32 feet to a 1/2 Inch Iron Pipe Set;

6) North 85° 23' 24" West 13.78 feet to a 1/2 Inch Iron Pipe Set;

7) North 04° 46' 27" East 131.18 feet to a 1/2 Inch Iron Pipe Set;

8) North 04° 56' 17" East 594.17 feet to a Disk Found;

9) along the arc to the right having a radius of 2,247.35 feet with a chord bearing and distance of North 06° 49' 37" East 224.63 feet to a Disk Found;

10) along the arc of a curve to the right having a radius of 1,099.08 feet with a chord bearing and distance of North 15° 38' 21" East 190.50 feet to a 1/2 Inch Iron Pipe Set;

11) North 28° 59' 59" East 145.62 feet to a Disk Found;

12) North 32° 31' 09" East 56.86 feet to a 1/2 Inch Iron Pipe Set;

13) North 61° 13' 54" East 86.01 feet to a 1/2 Inch Iron Pipe Set at the intersection of said eastern right-of-way line of Guilford College Road and the southern right-of-way line of Mackay Road; thence along said southern right-of-way line of Mackay Road the following six (6) courses:

- 1) along the arc of a curve to the right having a radius of 164.04 feet with a chord bearing and distance of North 60° 45' 13" West 67.13 feet to a 1/2 Inch Iron Pipe Set;
- 2) South 48° 56' 48" East 103.06 feet to a 1/2 Inch Iron Pipe Set;
- 3) South 53° 58' 19" East 120.70 feet to a 1/2 Inch Iron Pipe Set;
- 4) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 68° 16' 02" East 221.97 feet to a Disk Found;
- 5) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 79° 05' 07" East 37.23 feet to a 1/2 Inch Iron Pipe Set;
- 6) South 84° 53' 54" East 183.05 feet to a 1/2 Inch Iron Pipe Set at the northwestern corner of now or formerly, Kathleen R. Johnson as recorded in Deed Book 2758, Page 169; thence along the western property lines of said Kathleen R. Johnson, the following three (3) courses:
 - 1) South 03° 21' 44" West 2,008.41 feet to a 1/2 Inch Iron Pipe Set;
 - 2) South 43° 19' 08" East 395.97 feet to a 1/2 Inch Iron Pipe Set;
 - 3) South 66° 52' 20" East 290.22 feet to a point at the northeastern corner of said William Pearce Johnson, III and wife, Bebe Buice Johnson; thence along the northern property line of said William Pearce Johnson, III and wife, Bebe Buice Johnson, South 84° 38' 28" West 1,481.47 feet to the True Point of Beginning, containing 56.650 Acres.

Survey Description: Parcel C

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 69° 27' 16" East 102.69 feet to a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds, also being a 1 Inch Iron Pipe Set at the southeastern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 1 of Deed Book 6655, Page 621; thence

along said northern right-of-way line of Guilford College Road, the following three (3) courses:

1) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;

2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North 53° 31' 20" West 220.50 feet to a Disk Found;

3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 40° 24' 41" West 269.01 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife, Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162 in the Guilford County Registry; thence continuing along the eastern right-of-way line of Guilford College Road, the following three (3) courses:

1) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 18° 04' 00" West 429.54 feet to a Disk Found;

2) North 11° 22' 57" West 172.26 feet to a 1/2 Inch Iron Pipe Set;

3) North 01° 40' 29" East 29.54 feet to a 1/2 Inch Iron Pipe Set at the southwestern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 2 of Deed Book 6655, Page 621; thence continuing along said eastern right-of-way line of Guilford College Road, the following thirteen (13) courses:

1) North 01° 40' 29" East 23.05 feet to a 1/2 Inch Iron Pipe Set;

2) North 02° 23' 35" East 568.86 feet to a 1/2 Inch Iron Pipe Set;

3) along the arc of a curve to the right having a radius of 22,916.67 feet with a chord bearing and distance of North 03° 24' 13" East 808.38 feet to a 1/2 Inch Iron Pipe Set;

4) South 85° 35' 09" East 14.17 feet to a 1/2 Inch Iron Pipe Set;

5) North 04° 13' 27" East 78.32 feet to a 1/2 Inch Iron Pipe Set;

6) North 85° 23' 24" West 13.78 feet to a 1/2 Inch Iron Pipe Set;

7) North 04° 46' 27" East 131.18 feet to a 1/2 Inch Iron Pipe Set;

8) North 04° 56' 17" East 594.17 feet to a Disk Found;

9) along the arc to the right having a radius of 2,247.35 feet with a chord bearing and distance of North 06° 49' 37" East 224.64 feet to a Disk Found;

10) along the arc of a curve to the right having a radius of 1,099.08 feet with a chord bearing and distance of North 15° 38' 21" East 190.50 feet to a 1/2 Inch Iron Pipe Set;

11) North 28° 59' 59" East 145.62 feet to a Disk Found;

12) North 32° 31' 09" East 56.86 feet to a 1/2 Inch Iron Pipe Set;

13) North 61° 13' 54" East 86.01 feet to a 1/2 Inch Iron Pipe Set at the intersection of said eastern right-of-way line of Guilford College Road and the southern right-of-way line of Mackay Road; thence along said southern right-of-way line of Mackay Road the following six (6) courses:

1) along the arc of a curve to the right having a radius of 164.04 feet with a chord bearing and distance of South 60° 45' 13" East 67.13 feet to a 1/2 Inch Iron Pipe Set;

2) South 48° 56' 48" East 103.06 feet to a 1/2 Inch Iron Pipe Set;

3) South 53° 58' 19" East 120.70 feet to a 1/2 Inch Iron Pipe Set;

4) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 68° 16' 02" East 221.97 feet to a Disk Found;

5) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 79° 05' 07" East 37.23 feet to a 1/2 Inch Iron Pipe Set;

6) South 84° 53' 54" East 183.05 feet to a 1/2 Inch Iron Pipe Set at the True Point of Beginning; thence continuing along said southern right-of-way line of Mackay Road, the following five (5) courses:

1) South 82° 35' 52" East 99.01 feet to a 1/2 Inch Iron Pipe Set;

2) South 76° 12' 46" East 95.93 feet to a 1/2 Inch Iron Pipe Set;

3) South 67° 28' 23" East 93.08 feet to a 1/2 Inch Iron Pipe Set;

4) South 58° 54' 46" East 97.47 feet to a 1/2 Inch Iron Pipe Set;

5) South 53° 14' 19" East 69.66 feet to a 1-1/4 Inch Iron Pipe Found at the northwestern corner of now or formerly TTM Family Limited Partnership as recorded in Deed Book 8000, Page 81; thence along the western property line of said TTM Family Limited Partnership as recorded in Deed Book 8000, Page 81, South 34° 09' 44" East 350.69 feet to a 1 Inch Iron Pipe Found at a western corner of said Tract 1 of Deed Book 6655, Page 621; thence along the western property lines of said Tract 1 of Deed Book 6655, Page 621, the following two (2) courses:

1) South 03° 53' 05" West 1,760.25 feet to a 1/2 Inch Iron Pipe Set;

2) South 20° 25' 54" West 210.60 feet to a point at the northeastern corner of said Tract 2 of Deed Book 6655, Page 621; thence along the eastern property lines of said Tract 2 of Deed Book 6655, Page 621, the following three (3) courses:

- 1) North 66° 52' 20" West 290.22 feet to a 1/2 Inch Iron Pipe Set;
- 2) North 43° 19' 08" West 395.97 feet to a 1/2 Inch Iron Pipe Set;
- 3) North 03° 21' 44" East 2,008.41 feet to the True Point of Beginning, containing 30.698 Acres.

Survey Description: Parcel D

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 69° 27' 16" East 102.69 feet to a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds, also being a 1 Inch Iron Pipe Set at the southeastern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 1 of Deed Book 6655, Page 621; thence along said northern right-of-way line of Guilford College Road, the following three (3) courses:

- 1) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;
- 2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North 53° 31' 20" West 220.50 feet to a Disk Found;
- 3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 40° 24' 41" West 269.01 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife, Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162 in the Guilford County Registry;

thence continuing along the eastern right-of-way line of Guilford College Road, the following three (3) courses:

- 1) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 18° 04' 00" West 429.54 feet to a Disk Found;
- 2) North 11° 22' 57" West 172.26 feet to a 1/2 Inch Iron Pipe Set;
- 3) North 01° 40' 29" East 29.54 feet to a 1/2 Inch Iron Pipe Set at the southwestern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 2 of Deed Book 6655, Page 621; thence continuing along said eastern right-of-way line of Guilford College Road, the following thirteen (13) courses:

- 1) North 01° 40' 29" East 23.05 feet to a 1/2 Inch Iron Pipe Set;
- 2) North 02° 23' 35" East 568.86 feet to a 1/2 Inch Iron Pipe Set;
- 3) along the arc of a curve to the right having a radius of 22,916.67 feet with a chord bearing and distance of North 03° 24' 13" East 808.38 feet to a 1/2 Inch Iron Pipe Set;
- 4) South 85° 35' 09" East 14.17 feet to a 1/2 Inch Iron Pipe Set;
- 5) North 04° 13' 27" East 78.32 feet to a 1/2 Inch Iron Pipe Set;
- 6) North 85° 23' 24" West 13.78 feet to a 1/2 Inch Iron Pipe Set;
- 7) North 04° 46' 27" East 131.18 feet to a 1/2 Inch Iron Pipe Set;
- 8) North 04° 56' 17" East 594.17 feet to a Disk Found;
- 9) along the arc to the right having a radius of 2,247.35 feet with a chord bearing and distance of North 06° 49' 37" East 224.64 feet to a Disk Found;
- 10) along the arc of a curve to the right having a radius of 1,099.08 feet with a chord bearing and distance of North 15° 38' 21" East 190.50 feet to a 1/2 Inch Iron Pipe Set;
- 11) North 28° 59' 59" East 145.62 feet to a Disk Found;
- 12) North 32° 31' 09" East 56.86 feet to a 1/2 Inch Iron Pipe Set;
- 13) North 61° 13' 54" East 86.01 feet to a 1/2 Inch Iron Pipe Set at the intersection of said eastern right-of-way line of Guilford College Road and the southern right-of-way line of Mackay Road; thence along said southern right-of-way line of Mackay Road, the following six (6) courses:

- 1) along the arc of a curve to the right having a radius of 164.04 feet with a chord bearing and distance of South 60° 45' 13" East 67.13 feet to a 1/2 Inch Iron Pipe Set;
- 2) South 48° 56' 48" East 103.06 feet to a 1/2 Inch Iron Pipe Set;

3) South 53° 58' 19" East 120.70 feet to a 1/2 Inch Iron Pipe Set;
4) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 68° 16' 02" East 221.97 feet to a Disk Found;
5) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 79° 05' 07" East 37.23 feet to a 1/2 Inch Iron Pipe Set;
6) South 84° 53' 54" East 183.05 feet to a 1/2 Inch Iron Pipe Set at the northeastern corner of now or formerly, Kathleen R. Johnson as recorded in Deed Book 2758, Page 169; thence continuing along said southern right-of-way line of Mackay Road, the following five (5) courses:

1) South 82° 35' 52" East 99.01 feet to a 1/2 Inch Iron Pipe Set;
2) South 76° 12' 46" East 95.93 feet to a 1/2 Inch Iron Pipe Set;
3) South 67° 28' 23" East 93.08 feet to a 1/2 Inch Iron Pipe Set;
4) South 58° 54' 46" East 97.47 feet to a 1/2 Inch Iron Pipe Set;
5) South 53° 14' 19" East 69.66 feet to a 1-1/4 Inch Iron Pipe Found being the True Point of Beginning, thence continuing along said southern right-of-way line of Mackay Road the following three (3) courses:

1) South 50° 29' 40" East 164.36 feet to a 1/2 Inch Iron Pipe Set;
2) South 50° 25' 53" East 20.16 feet to a 1/2 Inch Iron Pipe Set;
3) along a curve to the left having a radius of 960.00 feet with a chord bearing and distance of South 58° 15' 18" East 261.36 feet to a 1/2 Inch Iron Pipe Set (a #4 Rebar Found North 50° 26' 59" West 3.47 feet off corner) at a northwestern corner of said Tract 1 of Deed Book 6655, Page 621; thence along the western property lines of said Tract 1 of Deed Book 6655, Page 621, the following two (2) courses:

1) South 04° 02' 43" West 36.56 feet to a Stone Found (a 1-1/4 Inch Iron Pipe Found North 11° 08' 06" East 0.19 feet from said Stone Found);
2) North 89° 35' 04" West 165.11 feet to a 1 Inch Iron Pipe Found at an eastern corner of said Kathleen R. Johnson; thence along the eastern property line of said Kathleen R. Johnson, North 34° 09' 44" West 350.69 feet to the True Point of Beginning, containing 0.597 acres.

Survey Description: Parcel E

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North $69^{\circ} 27' 16''$ East 102.69 feet to a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds, also being a 1 Inch Iron Pipe Set at the southeastern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 1 of Deed Book 6655, Page 621; thence along said northern right-of-way line of Guilford College Road, the following three (3) courses:

1) North $55^{\circ} 42' 46''$ West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;

2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North $53^{\circ} 31' 20''$ West 220.50 feet to a Disk Found;

3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North $40^{\circ} 24' 41''$ West 269.01 feet to the True Point of Beginning being a 1 Inch Iron Pipe Set; thence continuing along the eastern right-of-way line of Guilford College Road, the following three (3) courses:

1) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North $18^{\circ} 04' 00''$ West 429.54 feet to a Disk Found;

2) North $11^{\circ} 22' 57''$ West 172.26 feet to a 1/2 Inch Iron Pipe Set;

3) North $01^{\circ} 40' 29''$ East 29.54 feet to a 1/2 Inch Iron Pipe Set at the southwestern corner of now or formerly TTM Family Limited Partnerships, recorded as Tract 2 of Deed Book 6655, Page 621; thence along the southern property line of said Tract 2 of Deed Book 6655, Page 621, North $84^{\circ} 38' 28''$ West 1481.47 feet to a point at a western corner of said Tract 1 of Deed Book 6655, Page 621, thence along western property lines of said Tract 1 of Deed Book 6655, Page 621, the following two (2) courses:

1) South $03^{\circ} 53' 05''$ West 1186.00 feet to a 1 Inch Iron Pipe Set;

2) North 70° 22' 04" West 1,304.11 feet to the True Point of Beginning, containing 27.956 acres.

Survey Description: Parcel F

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 69° 27' 16" East 102.69 feet to the True Point of Beginning being a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds; thence along said northern right-of-way line of said Guilford College Road, the following three (3) courses:

1) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;

2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North 53° 31' 20" West 220.50 feet to a Disk Found;

3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 40° 24' 41" West 269.01 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife, Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162 in the Guilford County Registry; thence along the southern and eastern property line of said Johnson, the following two (2) courses:

1) North 70° 22' 04" West 1304.11 feet to a 1 Inch Iron Pipe Set;

2) South 03° 53' 05" West 1186.00 feet to a point at the southwestern corner of now or formerly TTM Family Limited Partnership, a North Carolina Limited Partnership recorded as Tract 2 in Deed Book 6655, Page 621 and the southern most corner of now or formerly Kathleen R. Johnson as recorded in Deed Book 2758, Page 169; thence along the eastern property lines of said Kathleen R. Johnson the following Two (2) courses:

1) South 20° 25' 54" West 210.60 feet to a 1/2 Inch Iron Pipe Set;
2) South 03° 53' 05" West 1,760.25 feet to a 1 Inch Iron Pipe Found at the southwestern corner of now or formerly, TTM Family Limited Partnership, A North Carolina Limited Partnership as recorded in Deed Book 8000, Page 81; thence along the southern and eastern property lines of said TTM Family Limited Partnership as recorded in Deed Book 8000, Page 81, the following Two (2) courses:

1) North 89° 35' 04" West 165.11 feet to a Stone Found (a 1-1/4 Inch Iron Pipe Found North 11° 08' 06" West 0.19 feet from said Stone Found);

2) South 04° 02' 43" West 36.56 feet to a 1/2 Inch Iron Pipe Set at the southern right-of-way line of Mackay Road (S.R. 1549) (a #4 Rebar Found North 50° 26' 59" West 3.47 feet off corner); thence along said southern right-of-way line of Mackay Road, the following fourteen (14) courses:

1) South 67° 45' 40" East 91.38 feet to a 1 Inch Iron Pipe Set;

2) South 68° 32' 44" East 481.35 feet to a 1/2 Inch Iron Pipe Set;

3) South 68° 56' 50" East 100.00 feet to a 1/2 Inch Iron Pipe Set;

4) South 70° 44' 04" East 101.26 feet to a 1/2 Inch Iron Pipe Set;

5) South 73° 06' 37" East 101.15 feet to a 1/2 Inch Iron Pipe Set;

6) South 74° 53' 45" East 102.01 feet to a 1/2 Inch Iron Pipe Set;

7) South 75° 06' 11" East 98.89 feet to a 1/2 Inch Iron Pipe Set;

8) South 75° 41' 01" East 100.11 feet to a 1/2 Inch Iron Pipe Set;

9) South 78° 17' 04" East 102.61 feet to a 1 Inch Iron Pipe Set;

10) South 83° 08' 38" East 101.00 feet to a 1/2 Inch Iron Pipe Set;

11) South 86° 56' 13" East 102.59 feet to a 1/2 Inch Iron Pipe Set;

12) North 89° 31' 17" East 96.75 feet to a 1 Inch Iron Pipe Set;

13) South 01° 50' 08" East 20.00 feet to a Disk Found;

14) North 86° 56' 39" East 369.69 feet to a 1 Inch Iron Pipe Set at the western corner of now or formerly TTM Family Limited Partnership, A North Carolina Limited Partnership as recorded in Deed Book 8000, Page 81 and as Lot 2 of Plat Book 169; thence along the southern property line of said TTM Family Limited Partnership as recorded in Deed Book 8000, Page 81; thence South 88° 12' 35" East 568.60 feet to a Bent 3/4 Inch Iron Pipe Found in an 8 Inch x 8 Inch Concrete Monument at the southwestern corner of now or

formerly Adams Farm Community Association, Inc. as recorded in Deed Book 3719, Page 120 and as Common Area of Plat Book 91, Page 46; thence along the southwestern property lines of said Common Area of Plat Book 91, Page 46, the following two (2) courses:

1) South $86^{\circ} 25' 45''$ East 71.44 feet to a Concrete Monument Found (a Bent $3/4$ Inch Iron Pipe Found in an 8 Inch x 8 Inch Concrete Monument Found South $57^{\circ} 59' 26''$ East 1.24 feet off-corner);

2) South $40^{\circ} 37' 46''$ West 142.92 feet to a $3/4$ Inch Iron Pipe Found at the northwestern corner of now or formerly Adams Farm Community Association, Inc. as recorded in Deed Book 4279, Page 2162 and as Common Area of Plat Book 110, Page 72; thence along the southwestern property lines of the Common Area of Plat 110, Page 72, the following five (5) courses:

1) South $05^{\circ} 15' 09''$ East 70.09 feet to a $3/4$ Inch Iron Pipe Found;

2) South $63^{\circ} 42' 09''$ East 153.49 feet to a 1 Inch Iron Pipe Found;

3) South $19^{\circ} 33' 51''$ West 193.54 feet to a $3/4$ Inch Iron Pipe Found;

4) South $09^{\circ} 53' 29''$ East 133.70 feet to a 1 Inch Iron Pipe Found in an 8 Inch x 8 Inch Concrete Monument;

5) South $86^{\circ} 31' 30''$ East 51.80 feet to a $1/2$ Inch Iron Pipe Found at the northwestern corner of now or formerly Lynne F. Garrison as recorded in Deed Book 5779, Page 3039 and Deed Book 4061, Page 2031; thence along the western property lines of said Lynne F. Garrison, the following three (3) courses:

1) South $03^{\circ} 52' 32''$ West 961.09 feet to a 1 Inch Iron Pipe Found (1 foot tall);

2) North $79^{\circ} 18' 01''$ East 126.57 feet to a Stone Found with a P-K Nail;

3) South $04^{\circ} 48' 10''$ West 887.66 feet to a $3/4$ Pinch Top Inch Iron Pipe Found at an area Dedicated to the Public, Town of Jamestown and Guilford County as Drainage Way and Open Space as recorded per Plat Book 123, Page 12; thence along said Drainage Way and Open Space, South $04^{\circ} 50' 16''$ West 360.51 feet to a $1/2$ Inch Iron Pipe Set at the northwestern corner of an area Dedicated to the Public, Town of Jamestown and Guilford County as Drainage Way and Open Space as recorded per Plat Book 123, Page 12; thence along the western property lines of said Drainage Way and Open Space and Common Area and Drainage, Maintenance and Utility Easements per Plat Book 127, Page 69, South $04^{\circ} 50' 04''$ West 650.65 feet to a $1/2$ Inch Iron Pipe Found at the northwestern corner of Lot

277 of Plat Book 127, Page 71; thence along the western property lines of Lots 277, 278, 279, 280, 281, and 282, South 04° 51' 26" West 516.81 feet (crossing a 1/2 Inch Iron Pipe Found at 14.99 feet, 191.96 feet, 346.81 feet) to a 1 Inch Iron Pipe Set (a 1/2 Inch Iron Pipe Found North 68° 14' 19" East 0.36 feet off corner) at the northern right-of-way of Hund Case Drive; also being at a northern corner of now or formerly St. Francis Pet Funeral Service and Cemetery, Inc. as recorded in Deed Book 5795, Page 2488 and as Tract 1 of Plat Book 148, Page 16; thence along the western property lines of said St. Francis Pet Funeral Service and Cemetery, Inc., the following five (5) courses:

- 1) North 85° 48' 50" West 49.64 feet to a 1/2 Inch Iron Pipe Set;
- 2) South 04° 48' 46" West 196.41 feet to a 1 Inch Iron Pipe Set;
- 3) South 04° 12' 51" West 45.48 feet to a #4 Rebar Found;
- 4) South 86° 03' 30" East 50.17 feet to a Bent #4 Rebar Found;
- 5) South 03° 50' 13" West 425.31 feet to a Bent 1" Iron Pipe Found at the northeastern corner of now or formerly The Trustees of Guilford County Technical Community College as recorded in Deed Book 5988, Page 1797; thence along the northern property line of said The Trustees of Guilford County Technical Community College, North 88° 06' 09" West 892.83 feet to the True Point of Beginning, containing 287.789 acres.

Survey Description: Parcel G

Intentionally Excluded.

Survey Description: Parcel H

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 76° 39' 57" West 525.16 feet to a Disk Found at the intersection of the southern right-of-way line of Guilford College Road and the western right-of-way line of Jamestown Square Drive; thence along said western right-of-way line of Jamestown Square

Drive, South 34° 16' 11" West 76.88 feet to a 1" Iron Pipe Set at the northeastern corner of now or formerly The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797; thence along the northern property line of said The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797, North 88° 06' 09" West 159.26 feet to a 1" Iron Pipe Found with a Cap and Tack at the northeastern corner of now or formerly The Trustees of Guilford Technical Community College as recorded in Deed Book 7116, Page 540 and Plat Book 171, Page 76; thence along the northern and western property lines of said The Trustees of Guilford Technical Community College as recorded in Deed Book 7116, Page 540 and Plat Book 171, Page 76, the following four (4) courses:

- 1) North 88° 06' 09" West 402.15 feet to a 1 Inch Iron Pipe Found;
- 2) South 03° 26' 52" West 470.18 feet (crossing a 1 Inch Iron Pipe Found at 464.85 feet) to a 1 Inch Iron Pipe Found;
- 3) North 85° 45' 21" West 626.89 feet to a 1 Inch Iron Pipe Found with a Tack,
- 4) South 03° 26' 54" West 396.13 feet to a 1 Inch Iron Pipe Found at the northeastern corner of now or formerly Davis Family Enterprises, LTD as recorded in Deed Book 6123, Page 2187; thence along the northern property line of said Davis Family Enterprises, LTD, North 86° 54' 19" West 672.75 feet (Crossing a 1 Inch Iron Pipe Found at 174.15 feet and at 583.73 feet) to a point at the southwestern corner of now or formerly Town of Jamestown as recorded in Plat Book 124, Page 27; thence along said eastern property lines of said Town of Jamestown as recorded in Plat Book 124, Page 27, the following three (3) courses:

- 1) North 09° 47' 15" West 105.39 feet to a point;
- 2) North 18° 29' 10" East 355.33 feet to a point;
- 3) North 46° 14' 35" East 94.68 feet to a point at the southeastern corner of now or formerly Town of Jamestown as recorded in Plat Book 128, Page 115; thence along said eastern and northern property lines of said Town of Jamestown as recorded in Plat Book 128, Page 115, the following six (6) courses:

- 1) North 46° 14' 35" East 58.09 feet to a point;
- 2) North 65° 32' 45" East 141.11 feet to a point;
- 3) North 51° 15' 00" East 289.95 feet to a point;

4) North $40^{\circ} 53' 50''$ East 274.42 feet to a point;
5) North $41^{\circ} 49' 30''$ East 204.09 feet to a point;
6) North $56^{\circ} 29' 30''$ West 273.90 feet (crossing a 1 Inch Iron Pipe Set at 50.00 feet) to a 1 Inch Iron Pipe Set at the northeastern corner of now or formerly Johnson / Liberty LLC as recorded in Deed Book 433, Page 992 and Plat Book 128, Page 115, said 1 Inch Iron Pipe Set being North $34^{\circ} 32' 15''$ East 4.52 feet from a Disturbed Stone Found; thence along the northern property lines of said Johnson / Liberty LLC and Lots 124, 125, 126, 129 and 130 of said Plat Book 128, Page 115 and Lots 119 and 120 of Plat Book 128, Page 114, North $56^{\circ} 29' 30''$ West 1,266.64 feet (crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 130 at 559.84 feet, a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 129 at 660.76 feet, a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 126 at 761.68 feet, a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 125 at 904.52 feet, and a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 119 at 1,131.47 feet) to a 1 Inch Iron Pipe Found at a northern corner of said Lot 119; thence along the northern property lines of said Lot 119 and Lots 107, 108, 109, 110, 111, 112, 113, 114, 115 and 118 of said Plat Book 128, Page 114, the following seven (7) courses:

1) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North $50^{\circ} 48' 07''$ West 131.44 feet to a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 118;

2) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North $46^{\circ} 46' 02''$ West 75.55 feet to a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 115;

3) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North $43^{\circ} 10' 22''$ West 108.87 feet to a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 114;

4) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North $38^{\circ} 59' 15''$ West 105.83 feet to a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 113;

5) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North $34^{\circ} 08' 56''$ West 142.37 feet to a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 112;

6) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North 30° 47' 22" West 29.96 feet to a 1 Inch Iron Pipe Found at a northern corner of Lot 112;

7) South 56° 29' 24" East 694.88 feet (crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 111 at 112.46 feet, crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 110 at 245.58 feet, crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 109 at 345.79 feet, crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 108 at 446.00 feet, crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 107 at 574.80 feet, and crossing a 1 Inch Iron Pipe Found at the northwestern corner of said Lot 107 at 682.81) to a 1 Inch Iron Pipe Found at the eastern right-of-way line of College Road; thence along said eastern right-of-way line of College Road, the following seven (7) courses:

- 1) North 39° 34' 26" East 96.59 feet to a 1 Inch Iron Pipe Set;
- 2) South 50° 25' 34" East 20.34 feet to a 1 Inch Iron Pipe Set;
- 3) North 39° 34' 26" East 81.85 feet to a Disk Found;
- 4) along the arc of a curve to the right having a radius of 705.38 feet with a chord bearing and distance of North 42° 11' 28" East 190.32 feet to a Disk Found;
- 5) North 50° 04' 29" East 68.80 feet to a Disk Found;
- 6) South 70° 32' 19" East 15.03 feet to a Disk Found;
- 7) North 3° 12' 42" East 51.39 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162; thence along the southern property line of said William Pearce Johnson, III and wife Bebe Buice Johnson, South 70° 22' 04" East 192.10 feet to 1 Inch Iron Pipe Set at the southern right-of-way line of said Guilford College Road; thence along said southern right-of-way line of said Guilford College Road, the following seven (7) courses:

- 1) along the arc of a curve to the left having a radius of 1,066.27 feet with a chord bearing and distance of South 35° 25' 24" East 501.63 feet to a Disk Found;
- 2) along the arc of curve to the left having a radius of 1,704.09 feet with a chord bearing and distance of South 53° 26' 25" East 239.08 feet to a Disk Found;

- 3) South 55° 42' 46" East 1,830.25 feet (crossing a Disk Found at 242.81 feet) to a Disk Found;
- 4) South 34° 17' 14" West 119.94 feet to a Disk Found;
- 5) South 56° 23' 52" East 805.99 feet to a 1 Inch Iron Pipe Set Found;
- 6) South 56° 23' 39" East 218.84 feet to the True Point of Beginning, containing 55.770 acres.

Survey Description: Parcel J

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 76° 39' 57" West 525.16 feet to a Disk Found at the intersection of the southern right-of-way line of Guilford College Road and the western right-of-way line of Jamestown Square Drive; thence along said southern right-of-way line of Guilford College Road and the northern property line of now or formerly TTM Family Limited Partnership, a North Carolina Limited Partnership as recorded in Deed Book 6655, Page 621, Tract 2, the following six (6) courses:

- 1) North 56°23'39" West 218.84 feet to a 1 Inch Iron Pipe Set;
- 2) North 56° 23' 52" West 805.99 feet to a Disk Found;
- 3) North 34° 17' 14" East 119.94 feet to a Disk Found;
- 4) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 1,476.38 feet and 2,405.77 feet) to a Disk Found;
- 5) along the arc of a curve to the right having a radius of 1,704.09 feet with a chord bearing and distance of North 53° 26' 25" West 239.08 feet to a Disk Found;
- 6) along the arc of a curve to the right having a radius of 1,066.27 feet with a chord bearing and distance of North 35° 25' 25" West 501.63 feet to the True Point of Beginning; thence along a northern property line of said TTM Family Limited Partnership, North 70° 22' 04" West 192.10 feet to a 1 Inch Iron Pipe Set in the eastern right-of-way line of Guilford Road; thence along said eastern right-of-way line of Guilford Road, North 73° 12' 42" East 150.70

feet to a Disk Found at the intersection of said eastern right-of-way line of Guilford Road and said southern right-of-way line of Guilford College Road, thence along said southern right-of-way line of Guilford College Road, a curve to the left having a radius of 1,066.27 feet with a chord bearing and distance of South 18° 43' 07" East 115.33 feet to the True Point of Beginning, containing 0.197 Acres.

Survey Description: Parcel K

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 76° 39' 57" West 525.16 feet to a Disk Found at the intersection of the southern right-of-way line of Guilford College Road and the western right-of-way line of Jamestown Square Drive; thence along said western right-of-way line of Jamestown Square Drive, South 34° 16' 11" West 76.88 feet to a 1" Iron Pipe Set at the northeastern corner of now or formerly The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797; thence crossing Jamestown Square Drive, South 88° 06' 09" East 116.54 feet to a 1 Inch Iron Pipe Found at the eastern right-of-way line of Jamestown Square Drive, said 1 Inch Iron Pipe Found being the True Point of Beginning; thence along said eastern right-of-way line of Jamestown Square Drive, North 34° 16' 11" East 15.62 feet to a Disk Found at the intersection of said eastern right-of-way line of Jamestown Square Drive and said southern right-of-way line of Guilford College Road; thence along said southern right-of-way line of Guilford College Road, South 56° 23' 39" East 25.10 feet to a 1 Inch Iron Pipe Set at a northern corner of said The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797; thence along a northern property line of said The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797, North 88° 06' 09" West 29.72 feet to the True Point of Beginning, containing 0.005 acres or 196 square feet.

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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: Adoption of Resolution Fixing Date for Annexation PH

AGENDA ITEM #: VI-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: Oct. 19, 2021

ESTIMATED TIME FOR DISCUSSION: 2 min.

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson

SUMMARY:

The Clerk has presented a Certificate of Sufficiency to the Council. At this time, a public hearing on the matter should be scheduled. While we are unsure of the exact timing of the related request for rezoning, we request that the Town Council schedule the public hearing for the annexation for the November 16, 2021, regular meeting. If for any reason the issue is not ripe for discussion at that meeting, it may be continued until another meeting date.

ATTACHMENTS: Resolution Fixing Date of Public Hearing on Question of Annexation Pursuant to G.S. 160A-31

RECOMMENDATION/ACTION NEEDED: Adopt resolution setting a public hearing for Nov. 16, 2021, in the Civic Center Chambers

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to adopt resolution setting a public hearing date for the consideration of an annexation petition per G.S. 160A-31 for Nov. 16, 2021, in the Civic Center Chambers at 6pm.

FOLLOW UP ACTION NEEDED: Advertisements of the public hearing will be sent and posted per state law.



Settled 1752
JAMESTOWN
NORTH CAROLINA

**RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION PURSUANT
TO G.S. 160A-31**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Jamestown, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Town Hall on November 16, 2021, at 6:00 pm.

Section 2. The area proposed for annexation is described as follows:

(See attached metes and bounds description and map)

Section 3. Notice of the public hearing shall be published in the *Jamestown News*, a newspaper having general circulation in the Town of Jamestown, at least (10) days prior to the date of the public hearing.

S. Lynn Montgomery, Mayor

ATTEST: _____
Katie M. Weiner, CMC, Town Clerk

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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: PH for the Consideration of Adoption of 2021 Comprehensive Plan AGENDA ITEM #: VI-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: Oct. 19, 2021

ESTIMATED TIME FOR DISCUSSION: 15 min.

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson

SUMMARY:

A quality comprehensive plan or land-use plan seeks to answer the big questions facing a community - where should we look to invest in infrastructure?; where will we grow?; what types of housing are appropriate?; where are our cultural resources located?; and how do we balance private property rights with public interests? - just to name a few. A good planning process is focused on land use planning, grounded in key data for current conditions and trends, guided by authentic community input, informed by planning best practices, and aligned with practical implementation strategies. Through that process and with an adopted plan, a local government can engage citizens in policy-making, wisely invest public dollars, guide development decisions, qualify for certain grants and government funding, and more.

Per new requirements in Ch. 160D, by July 1, 2022, local governments must have a reasonably maintained comprehensive plan or land-use plan in order to retain authority to adopt and enforce zoning regulations. The Town currently meets that requirement, but the last Comprehensive Plan (aka Land Development Plan) was adopted in 2007. While precedent has not been established for how recent a Comp Plan must be, the guidance from the UNC School of Government is suggesting that perhaps the Comp Plan should have been completed within the past 10 years (or as recent as 5 years for fast-changing communities) to remain relevant.

Jamestown has been discussing the need for an updated Comprehensive Plan for a number of years. Funds were budgeted to begin the process in FY 19-20, with the expectation that it would stretch into the FY 20-21 budget year as well. However, nobody could anticipate the changes stemming from the COVID pandemic which struck just after the Steering Committee began work on this update in early 2020. Benchmark Planning has done a tremendous job of reaching out to the community through a variety of ways - small focus groups, video discussions, Zoom meetings, surveys, and some in-person meetings. The Steering Committee - comprised of number of community volunteers, including various members of the Planning Board (both regular members and ETJ members), spent countless hours reviewing the document included in your packet this evening.

Vagn Hansen with Benchmark Planning will be presenting an in-depth look at the Comp Plan and the methodologies used to gather the input and data used in this latest update. The Planning Board unanimously recommended the adoption of the Comprehensive Plan at their Sept. 20, 2021, meeting. On behalf of the Steering Committee, the Planning Board, and the staff, we respectfully request adoption of the Comp Plan as presented.

ATTACHMENTS: Comprehensive Plan

RECOMMENDATION/ACTION NEEDED: Adopt the Comprehensive Plan as presented.

BUDGETARY IMPACT:

SUGGESTED MOTION: Move to approve the Comprehensive Plan as presented.

FOLLOW UP ACTION NEEDED:



ENVISION *JAMESTOWN*
COMPREHENSIVE PLAN

**TOWN COUNCIL DRAFT
OCTOBER 2021**



ACKNOWLEDGMENTS

ENVISION JAMESTOWN STEERING COMMITTEE

Josh Apel	Cory Rayborn
Denise Bowie	Sherie Richmond, Planning Board
Pam Burgess	Rich Salyards
Steve Monroe, Planning Board	Katherine Stamey Reese
Eddie Oakley, Planning Board	Ed Stafford, Planning Board
Jane Payne, Planning Board	Martha Stafford Wolfe, Council

TOWN COUNCIL

Lynn Montgomery, Mayor
Martha Stafford Wolfe, Mayor Pro Tem
John Capes
Rebecca Mann Rayborn
Lawrence Straughn

PLANNING AND ZONING DEPARTMENT

Matthew Johnson, AICP, Director
Anna Hawryluk, AICP, Town Planner



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INTRODUCTION



SECTION 1 INTRODUCTION

A comprehensive plan, generally known as a master plan or land use plan, is designed to guide all aspects of future growth and development in a community. The Envision Jamestown Comprehensive Plan provides a long-range strategic direction to elected officials, appointed boards, and staff as they develop and implement projects, programs, and policies to move the Town forward in the coming years.

PLAN PURPOSE

The Envision Jamestown Comprehensive Plan is the primary policy guide for future development, capital investments, and growth management decisions over the next decade. It sets forth the “blueprint” for the future of Jamestown, providing a clear vision and guiding principles. The Plan resulted from a nearly two-year long process guided by a commitment to public engagement; emphasizing the Town’s strong sense of community and its mission to provide a high quality of life for all residents.

The Plan looks at development trends, existing plans, demographic and economic data, community perceptions, and the community’s vision; building upon existing assets and establishing a framework to move forward. The Plan is implemented over time through many decisions including annual budgeting, departmental work programs, zoning decisions, community investments, and development projects.

North Carolina law requires local governments which practice zoning to maintain a land use plan. The State also requires local governments that are considering a zoning map amendment to approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other official plans as applicable (G.S. 160D-604/605).

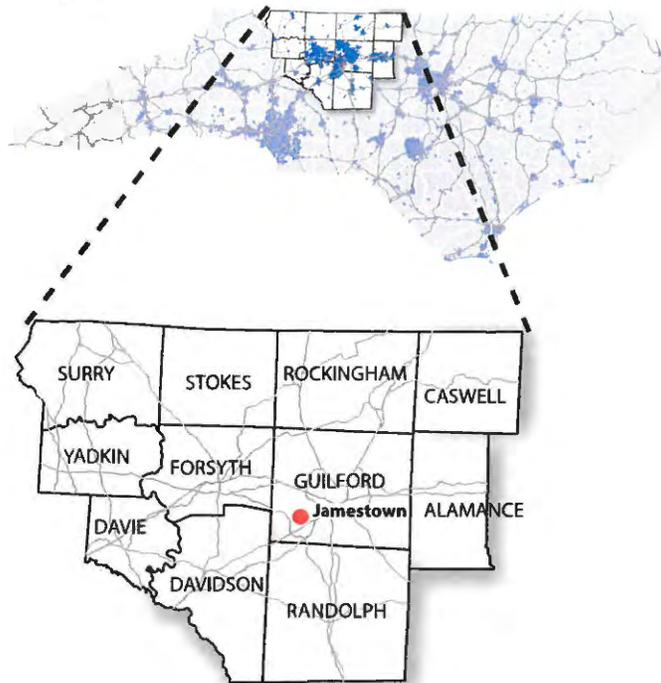
THE PLANNING AREA

Located in the heart of the Triad, Jamestown is a relatively small community within North Carolina’s third largest metro area, and is situated along a major corridor between two much larger municipal neighbors. The Envision Jamestown planning area includes the area within Jamestown’s corporate limits and extraterritorial zoning jurisdiction (ETJ). As shown in Map 2, Jamestown has immediate neighbors to the north, east and west, while annexation agreements with High Point further constrain the potential future extent of the Town to the south.

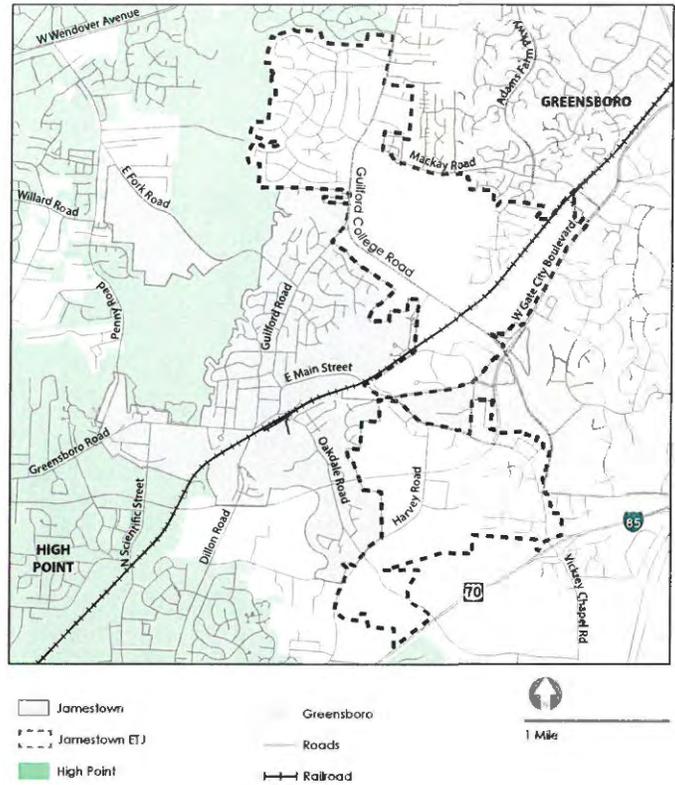
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COMPREHENSIVE PLAN | 1

▼ Map 1 Regional Context



▼ Map 2 Envision Jamestown Planning Area



DRAFT VS

COMPREHENSIVE PLAN | 3

PLANNING PROCESS

The Envision Jamestown planning process began in January of 2020 and concluded with the adoption of the Comprehensive Plan by Town Council on <Date TBD>, 2021. The project was divided into a background research phase, plan development phase and a plan adoption phase. The process was guided by the Town's staff, the planning consultant, and a steering committee appointed by Town Council. As stated in the overview, public engagement was a focus of the process as summarized in the table below and in more detail on the pages that follow.

PLANNING STEPS	DATE
2020 MILESTONES	
Project Initiation	January 27
Listening Sessions	February 11 - 12
Steering Committee Meeting	February
Background Research	January - June
Steering Committee Meeting	April
Community Survey	April 15 - June 15
Steering Committee Meeting	June
Video Presentations Published	July
Envision Jamestown Public Meetings	August 11 - 13
Steering Committee Meeting	August
Jamestown Business Round-Tables	September 30
Downtown Walking Tours	October 3 - 6
Steering Committee Meeting	October
2021 MILESTONES	
Steering Committee (Vision and Principles)	February - March
Growth Management Workshop	May 1st and 4th
Steering Committee (Future Land Use)	June - July
Draft Plan Prepared	August
Steering Committee Plan Review	August - September
Public Review of Draft Plan	September - October
Planning Board Consideration	TBD
Town Council Adoption	TBD

STEERING COMMITTEE

The Town Council appointed a 12 member steering committee to provide guidance and oversight to Town staff and the planning consultant throughout the development of the Comprehensive Plan. The Steering Committee provided a representative sampling of the community, helping to ensure that the planning process and the resultant vision and guiding principles were grounded in the needs of the community, and thereby helping to ensure support for the various elements of the Plan as they were developed. Utilizing the Steering Committee led approach, regular meetings were held throughout the process with Town staff and the planning consultant providing information and resources to the committee along the way.

COMMUNITY ENGAGEMENT

At the beginning of the process, a public engagement plan was prepared to provide an outline of all aspects of public engagement throughout the process. In order to keep the community informed, engaged, and gather as much public input during the planning process as possible, the public engagement plan included the establishment of public meetings, the type and manner of public outreach, and other pertinent subjects. The major components included:

- The Envision Jamestown website, which was used to host information on the planning process, provide notice of upcoming meetings, and connect the community to other resources. The website can be accessed at www.EnvisionJamestown.com.
- Social media engagement through the Town's Facebook account. This was used in parallel with the website as a means of more actively disseminating information to the community, particularly regarding opportunities to attend public meetings, participate in the community survey, and similar activities.
- Structured listening sessions with representatives of the community.
- A community survey that was used to gather general input from the public on a range of issues affecting the future of the Town.
- Public meetings and workshops, including the Envision Jamestown Community Conversations, the Downtown Walking Tour, and the Growth Management Workshop.
- Press releases to local media outlets to highlight progress on the Comprehensive Plan and inform the community about upcoming meetings.
- Formal public hearings with the Planning Board and Town Council as each body was considering the draft plan prior to its adoption.

ENVISION JAMESTOWN WEBSITE

A project website, EnvisionJamestown.com, was developed as an outreach tool intended to convey messages of community interest during the planning process. The site was used to post the community survey link, provide project updates, share presentations, and display meeting advertisements throughout the project period. The website also included an opportunity for residents to submit comments and review documents related to the Plan. The project website received over 1,200 unique views. The Town's website also hosted links to the project website to enhance accessibility.



TOWN OF JAMESTOWN FACEBOOK PAGE

In addition to the project website, the Town used its existing Facebook Page to help provide information about meetings and other items of concern to the community. With nearly 5,700 followers, the Town's social media activity was a significant driver of the public's participation in the planning process. In particular, the page was very helpful in driving registrations for the three primary community workshops that were held during the process.



LISTENING SESSIONS

In February of 2020, the consulting team engaged a number of small groups in listening sessions. These meetings were conducted at Town Hall, in one hour time slots which were scattered throughout two days. Approximately 100 people were emailed invitations to participate in the listening sessions, and more than 35 residents, business owners, elected officials, and other stakeholders came out to discuss the state of the Town, their visions for the future, and priorities which they felt should be included in the Comprehensive Plan.





580
RESPONSES

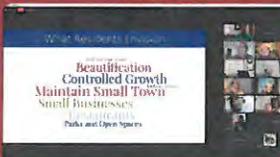
Community Survey
April 15 - June 15, 2020

COMMUNITY SURVEY

The Envision Jamestown community survey was open from April 15 to June 15, 2020. During this time, 580 residents and other interested members of community provided responses on a range of questions concerning existing and future services and development in the Town. The results from this survey were used to guide the development of the plan and are examined in detail on the following pages.

Public Kickoff Videos

80+
VIEWERS



PUBLIC KICKOFF VIDEOS

Due to the guidelines surrounding the coronavirus pandemic, a large-scale public kickoff meeting was unable to take place. However, a series of online mini-presentations were made available on YouTube so that community members could stay informed about the Plan. All steering committee meetings were similarly streamed live on YouTube, allowing residents to stay engaged leading up to the virtual kickoff event. These videos were available throughout the duration of the project.

Envision Jamestown Meetings

50+
PARTICIPANTS



COMMUNITY CONVERSATIONS

From August 11 to August 13 of 2020, residents participated in a series of small group meetings. Due to the COVID-19 pandemic, these were primarily conducted virtually, and residents were provided an opportunity to RSVP for time slots of their choice. The Envision Jamestown Meetings were community conversation style, where informal dialogue took place considering the Town's future. More than 50 residents signed up for these meetings and shared their thoughts on the community's assets and challenges, as well as improvements that they would like to see made in the future. The information garnered from these meetings helped to shape the remainder of the project.

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COMPREHENSIVE PLAN | 7

DOWNTOWN WALKING TOURS

On October 3rd and 6th, 2020, residents were invited to participate in downtown walking tours as part of the Envision Jamestown process. The walking tours were conducted for periods of one hour and included a walk from Town Hall, down Main Street, to the Jamestown Public Library, and looping back up the opposite side of the street to end at Town Hall. The walking tours highlighted key success stories in downtown; sought opinions about specific uses, buildings, and design elements; and gave residents the opportunity to really examine their downtown. Similar to the Envision Jamestown meetings, residents were able to RSVP online for the walking tours, and more than forty citizens did so. These tours helped to fuel ideas for redevelopment and improvement projects in downtown, with a focus on connecting people to the shops, restaurants, and civic uses, such as Town Hall.



Downtown Walking Tours

40+ ATTENDEES



GROWTH MANAGEMENT WORKSHOPS

The final public workshop prior to beginning to draft the Comprehensive Plan were the growth management workshops, which were held on May 1st and 4th, 2021. This workshop included a discussion of the key elements impacting future development in and around Town, with an interactive segment aimed at identifying the desired uses and development styles of the remaining undeveloped portions of the Town. This also included a review of areas that could potentially be redeveloped. The results of this meeting provided direct input toward the Future Land Use Map presented in this Plan.



Growth Management Workshop

25 PARTICIPANTS

COMMUNITY SURVEY RESULTS

The Envision Jamestown community survey was open for two months during the summer of 2020 and was advertised through the project website, Town Facebook page, and direct mail to residents. During this time, 580 people participated in the online survey which asked a wide range of questions surrounding the current and future state of the Town. As self-reported by those who took the survey, the vast majority of respondents (73%) live in the Town, 9% work in the Town, 44% own property in Jamestown, and 4% own a business in Jamestown. The key results from the community survey are summarized on the following pages.

SURVEY RESULTS - IDENTITY

The first question of the community survey asked respondents to provide words they would use to describe Jamestown to someone who was unfamiliar with the Town. The most frequent descriptions were friendly, small town, quaint, and quiet. The words in the graphic below were each used to describe Jamestown by more than twenty respondents, with larger words being the most commonly used (friendly was cited 301 times). In addition to these commonly cited descriptions, survey respondents referred to Jamestown as a bedroom community, known for parks and trees, vibrant, fun, active, well-maintained, residential, suburban, unique, village-like, walkable, upscale, and rural.

Survey respondents were asked about the physical element they most closely associate with the Town and the most frequent responses were the library, Town Hall, Main Street, the Town Park, downtown, and brick sidewalks. Additional features that residents associate with the Town include High Point City Lake Park, Jamestown United Methodist Church, Mendenhall Homeplace, Wrenn Miller Park, the Golf Course, trees, Southern Raats, and other restaurants.

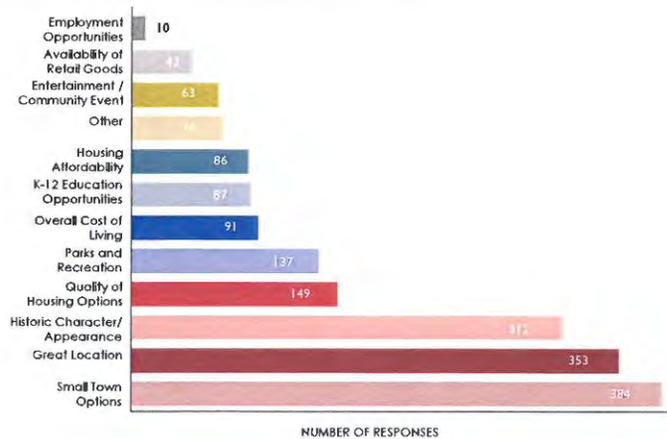
▼ Figure 1 Community Survey - Description of Jamestown



SURVEY RESULTS - QUALITY OF LIFE FACTORS

When asked about the quality of life they experience in Jamestown, respondents overwhelmingly (91%) reported that they experience a high quality of life and 9% reported an "average" quality of life. No respondents stated that their quality of life in Jamestown was low. Survey respondents were given a list of quality of life factors and asked to select the three which were most important to their decision to live in Jamestown. The top five scoring responses were "small town option" (66%), "great location" (61%), "historic character / appearance" (54%), "quality of housing options" (26%), and "parks and recreation opportunities" (24%). The lowest scoring response was "employment opportunities," with only 10 votes (or 2%). There were a number of options which ranged somewhere in the middle, as shown in Figure 2 below.

▼ Figure 2 Community Survey - Decision to Live in Jamestown

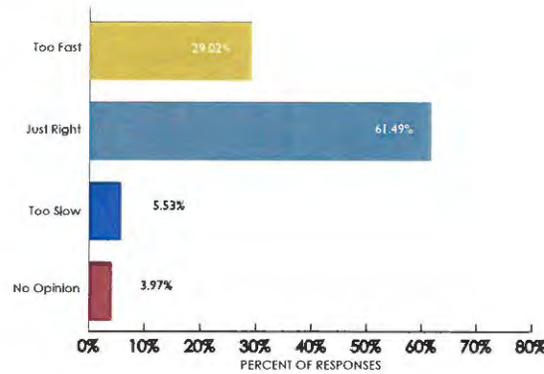


SURVEY RESULTS - GROWTH AND DEVELOPMENT

When asked about development in Jamestown in recent years, the majority of respondents (61%) described the pace of development as "just right." Almost one-third described the pace of development as "too fast," while only about 6% of survey respondents felt that development is occurring too slowly. In fact, growth and development was identified as the number one challenge to the Town in the future. This was followed by a number of challenges which relate to development, including maintaining the small town feel, parking, housing, traffic, schools, protecting small businesses, the development of the Johnson Farm (referred to in the plan as Mackay-Guilford), downtown, Main Street, and controlled growth.

Related to a growing population is also town services, which were asked about in the survey. Although about 23% of survey respondents did not feel there is a need to expand the Town's current services, 19% of respondents requested that the Town move toward adopting uniform containerized garbage collection. The additional comments related to town services were focused outside of services, such as a desire for increased commercial activity.

▼ Figure 3 Community Survey - Pace of Development



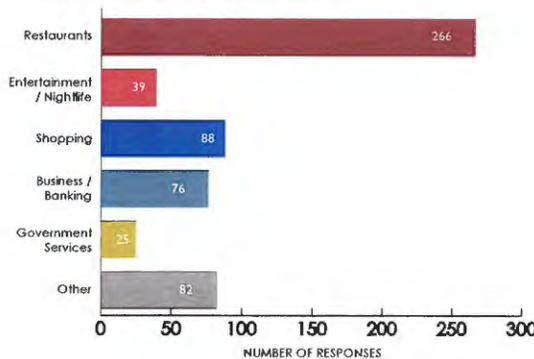
SURVEY RESULTS - DOWNTOWN JAMESTOWN

A key aspect of the community survey was downtown. Many of the people who took the survey indicated they visit downtown for its restaurants. A large portion of respondents also said that they go downtown for shopping, business, banking, and other activities. Most of the survey respondents (76%) drive when they visit downtown, while about 16% walk and very few of the people who took the survey use alternative modes of transportation to get downtown.

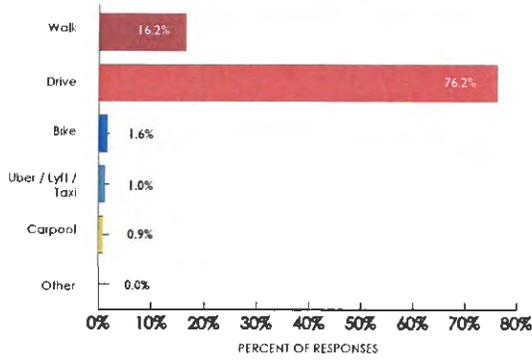
Survey respondents' perception about parking in downtown is varied, with just over 40% of survey respondents parking nearby and walking downtown, 34% having a hard time finding a place to park, and almost 8% thinking that there is nowhere to park downtown. Almost 20% of respondents feel that there are always plenty of places to park downtown. These diverging opinions seem to occur largely because of misunderstandings of where visitors are allowed to park and a varying degree of distances that people are willing to walk when parking away from their destination.

In addition to existing conditions, the community survey included a question about improvements that could be made to downtown. The most frequent request was to add parking. This was followed by attracting new businesses, enhancing building facades, adding more restaurants, developing more shops, adding trees and landscaping, expanding the sidewalk system, and redeveloping or tearing down the vacant buildings, including the properties of the intersection of Main Street and Oakdale Road.

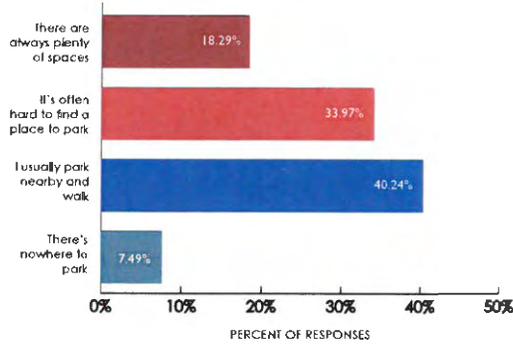
▼ Figure 4 Community Survey - Downtown Jamestown



▼ Figure 5 Community Survey - Downtown Transportation



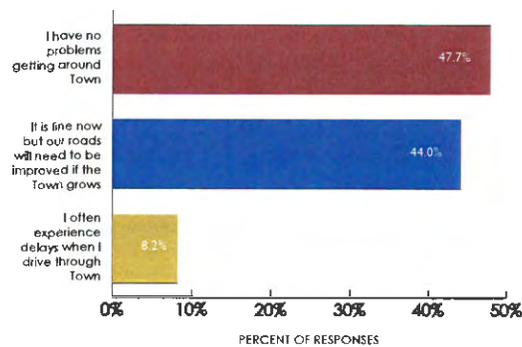
▼ Figure 6 Community Survey - Downtown Parking



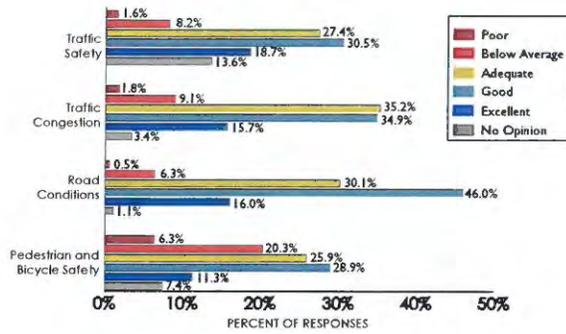
SURVEY RESULTS - TRANSPORTATION AND TRAFFIC

When asked about traffic in Jamestown, about half of the survey respondents said they have no problems getting around, but 44% believe the roads will need to be improved if the Town grows. Just over 8% of those who took the survey already say they experience delays when they drive through Town. Despite that, very few people think that traffic safety, traffic congestion, or road conditions are poor or below average in the Town. Many of the people who took the survey think most aspects of the transportation network are either adequate or good; however, more than one quarter of respondents do feel that pedestrian and bicycle safety are poor or below average. Specifically, people are concerned with locations and segments described in Figure 9. Those words which are largest received the greatest concern; with Main Street receiving more than 100 responses and Guilford Road receiving 80 responses. Most of the people who took the survey drive around Town, and almost 150 of respondents walk, but only about 11 bike and very few carpool or use ride shares. Although the number of self-reported bike riders was low, when asked about transportation improvements, the greatest number of people asked for bike lanes. This was followed by sidewalks, increased parking access, speed reductions / enforcement, improved pedestrian crossings, multi-use paths, and general road maintenance. In general, survey respondents are not sure how the bypass will impact the Town. They feel it will reduce traffic and increase the walkability of downtown, but also perceive that it may have negative impacts on downtown businesses.

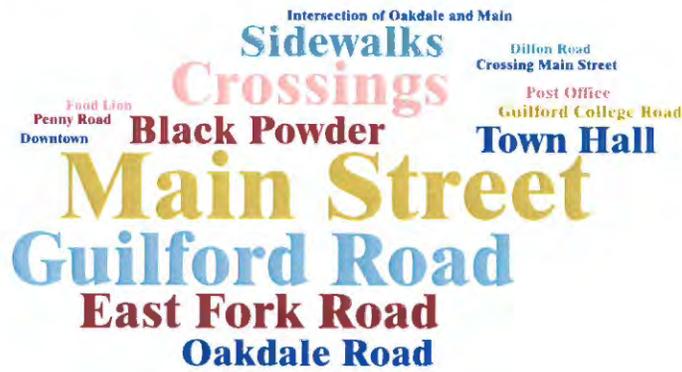
▼ Figure 7 Community Survey - Traffic



▼ Figure 8 Community Survey - Transportation Network



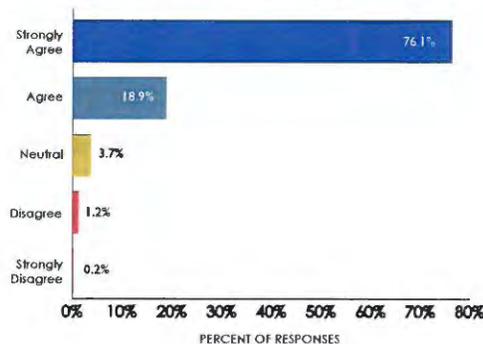
▼ Figure 9 Community Survey - Pedestrian and Bicycle Safety Concerns



SURVEY RESULTS - HISTORIC, CULTURAL, AND NATURAL RESOURCES

The vast majority of those who took the community survey believe that it is important to protect the Town's historic and cultural resources. In particular, they feel that those resources listed in Figure 11 are the most important to maintaining the Town's historic character. Almost 230 respondents indicated the Jamestown Library as an important historic resource, and almost 100 respondents indicated the Mendenhall Homeplace as an important resource. The remaining resources that were identified received 35 or fewer responses. Survey respondents were also asked to indicate if they felt any of the Town's historic or cultural resources were in danger of being lost, to which more than 50 people indicated they were worried about losing Oakdale Colton Mill and the Johnson Farm (Mackay-Guilford). Around 25 people were worried about losing the Mendenhall Homeplace and the Jamestown Library. A few others expressed concern about losing farmland in general, the Armstrong House, downtown, and the previous loss of the Potter House. Similarly, survey respondents were asked to identify the most significant natural and environmental resources in the area and all of the responses received are shown in Figure 12, with the largest words being cited most frequently. The top three resources were greenways / trails (143 responses), High Point City Lake Park (116 responses), and parks in general (64 responses). In fact, almost half of the people who took the survey believe that the Town does not have enough parks. Another 42% feel that the Town has the right number of parks for its size, but about 120 respondents would like to see more walking trails and picnic areas along the Deep River and around 60 people would like to see a park, rafting, kayaking, and fishing access along the River.

▼ Figure 10 Community Survey - Protection of Historic and Cultural Resources



▼ Figure 11 Community Survey - Important Historic and Cultural Resources



▼ Figure 12 Community Survey - Important Natural Resources



SURVEY RESULTS - VISION FOR THE FUTURE

The last question of the community survey asked respondents to share their vision for the future of Jamestown. Specifically, the questions requested them to share what should change and what should stay the same by the year 2040. The table below provides a summary of the responses received. The most frequent request by far was to maintain the small town feel. This was followed by controlling or limiting growth, promoting small business and restaurant growth, and providing more parks and open spaces. As the results show, there were a wide variety of components to respondents' vision for the future of the community.

▼ Figure 13 Community Survey - Vision

	NUMBER OF RESPONSES
Maintain Small Town Feel	303
Controlled / Limited Growth	132
Small Business / Restaurant Growth	131
Provide more Parks and Open Space	93
Increased Pedestrian and Bicycle Amenities	63
Focus on Beautification	61
Clean Up Buildings and Grounds	59
No / Limited New Multi-Family Housing	55
Remain the Same	52
High End Single Family Development	39
Embrace / Protect History	34
More Community Events / Spaces	30
Stronger Architectural Guidelines	29
Preserve Natural Resources	26
Better / More Schools	21
Low Crime Rate	17
Attract More Young Families	17
Housing at a Variety of Pricing Levels / Diversified Population	16
Do Not Become "Cookie Cutter"	16
Retirement Community / Housing	13
Make Infrastructure Improvements	13
Improved Parking Downtown	13
Add Recreational Opportunities along the Deep River	8
Trash Cans for Pick Up	7
Redevelop Oakdale Cotton Mill	4

OUR VISION --- FOR THE FUTURE



SECTION 2 OUR VISION FOR THE FUTURE

VISION

During the development of the Plan, the steering committee, staff, and consultants developed a vision statement that would accurately guide the Town into the future, ensuring it placed a strong emphasis on the existing assets the Town would like to maintain while also allowing growth to occur in a way that would continue to support itself. Though the Town Council had previously adopted a vision statement, this was directed beyond the lens of government management to extend to all development decisions the Town will make in the future. The adopted vision statement, "Envision Jamestown," is displayed below.

ENVISION JAMESTOWN

Jamestown is a community whose history and character are the foundations of its future.

We strive to maintain our small-town charm while growing in a manner that respects our traditional development patterns and our valuable cultural and natural resources.

As a community of neighbors, we embrace diversity and inclusiveness as we seek to strengthen the social and physical connections that unite our Town.

Moving forward, we will continue to seek excellence in all that we do as we build a community that everyone is proud to call home.

GUIDING PRINCIPLES

The vision that is stated above captures the broad elements of importance in terms of major decisions and priorities the Town will make in the future. In order to provide some implementable actions to further direct the elected officials, a set of guiding principles, which fall underneath this vision statement, were created. The vision statement and these guiding principles were utilized to make the future land use map and recommendations which are shared in this section of the Plan. The guiding principles are examined on the following pages.

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GUIDING PRINCIPLE #1

Jamestown will actively facilitate high-quality growth that is both compatible with the Town's traditional development pattern and innovative in how it meets the needs of our diverse and dynamic community.

- Establish objective design standards that achieve the aesthetic and superior construction quality that is expected by the community to enhance value and quality of life.
- Implement subdivision standards that facilitate growth in a manner that achieves the Town's desired urban development pattern and quality of public infrastructure.
- Ensure that infill development is compatible with its surroundings, from both a use and aesthetic perspective.
- Avoid the introduction of generic and monotonous development styles (both site development patterns and architecture) that detract from Jamestown's unique sense of place and small town charm.

GUIDING PRINCIPLE #2

As the strength of our community is directly tied to the long-term success of our neighborhoods, we will work diligently to promote and maintain the quality of life and aesthetic standards that our residents expect in Jamestown.

- Prevent the emergence of blighting influences and public nuisances in residential areas through proactive code enforcement.
- Protect established neighborhoods from encroachment by adjacent incompatible land uses through the appropriate application of zoning regulations.
- Invest in neighborhood infrastructure improvements that supports a high quality of life for residents.
- Ensure that Jamestown's residents have access to housing that is appropriate for all stages of life and family situations, including housing to allow older residents to "age in place."

GUIDING PRINCIPLE #3

Our community places a significant amount of value in the cultural and historic resources that provide an everyday reminder of the Town's proud past. We will actively seek to preserve these resources that contribute so much to our identity and sense of place.

- Limit the demolition and relocation of contributing historic structures in Jamestown, to the extent feasible.
- Secure the permanent preservation of iconic features in the community, including, without limitation, the smokestack and water tower at Highland Containers.

- Increase the number of eligible historic properties with designated Historic Landmark status.
- Facilitate private investment in the restoration of historic resources, with an emphasis on major adaptive reuse projects, such as Oakdale Mill.

GUIDING PRINCIPLE #4

The ability to safely walk and ride a bicycle throughout the Town is critical to maintaining our community's high quality of life. We will ensure that our community is well-connected with the necessary infrastructure to support walking and biking as an important mode of transportation for all residents.

- Develop an updated bicycle and pedestrian plan to guide future infrastructure and safety improvements.
- Expand Jamestown's greenway network and seek partnerships to develop connections to regional trail systems, with a focus on developing a connection between Main Street, Oakdale Mill, and Penny Road to connect to the Bicentennial Greenway.
- Provide every neighborhood in Jamestown with connections to a pedestrian system that will allow them to walk safely to any other destination in the community.
- Proactively implement pedestrian and bicycle safety improvements at major intersections and along the Town's primary transportation corridors.
- Ensure that equitable access to pedestrian infrastructure is provided to residents on both sides of the railroad as well as both the eastern and western portions of Main Street.

GUIDING PRINCIPLE #5

Downtown Jamestown is the center of culture, commerce, and social life in our community, and we will endeavor to maintain its vibrancy, improve the quality of the built environment, and provide the infrastructure that supports its success.

- Invest in public infrastructure improvements to enhance the appearance of downtown, and establish prominent gateways at the eastern and western entrances on Main Street.
- Actively support the redevelopment and adaptive reuse of underutilized land and buildings in downtown.
- Improve visual and physical connections between downtown and primary visitor parking areas.
- Improve the safety of Main Street for all forms of transportation, with a focus on traffic calming, particularly at the northern and southern gateways to downtown.
- Proactively enforce property maintenance codes to prevent the emergence of blighting influences in commercial districts.

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GUIDING PRINCIPLE #6

Every neighborhood in Jamestown will have convenient access to a wide variety of public parks, natural open spaces, and other recreational opportunities that meet the diverse needs, abilities and desires of our residents.

- Require the development and dedication of neighborhood parks in conjunction with all new residential development.
- Establish a greenway trail and water access along the Deep River.
- Develop neighborhood scale parks in existing residential areas that lack convenient access to recreational amenities.
- Ensure that all of Jamestown's neighborhoods have safe pedestrian and bicycle access to local parks.

GUIDING PRINCIPLE #7

Our government will provide cost-effective and efficient public services and high-quality infrastructure that meet the needs and exceeds the expectations of the community.

- Finalize long-term plans for the collection of solid waste.
- Ensure that the Town has sufficient water and sewer capacity to meet the service demands that will accompany new growth.
- Ensure that the Town has adequate staffing levels in all departments to carry out their missions and efficiently enact Town policies.
- Develop public facilities that enable the Town to effectively carry out its mission of public service.

GUIDING PRINCIPLE #8

We will seek to diversify and strengthen our local economy by supporting place-based economic development strategies that leverage the unique cultural and natural resources in our community.

- Identify a development partner and work to facilitate the restoration and redevelopment of the Oakdale Cotton Mill and Mill Village.
- Make downtown Jamestown a premier leisure, entertainment, and shopping destination for people from throughout the Triad and beyond.
- Leverage the significant daytime population of GTCC to expand local business opportunities.
- Develop a connection between the Oakdale Cotton Mill and Downtown Jamestown along the Deep River to build synergy between these unique areas of the community.
- Incorporate the full range of Jamestown's historic and cultural assets into its promotions and economic development strategy.

GUIDING PRINCIPLE #9

We will work diligently with our partners in law enforcement and emergency services to ensure that Jamestown has the resources to maintain a high level of public safety for our residents.

- Maintain the Town's strong law enforcement partnership with the Guilford County Sheriff's Department.
- Ensure that the Town's contracted fire protection service has adequate resources to meet the community's anticipated needs for emergency response.
- Ensure that the residents of Jamestown have access to timely and high-quality emergency medical care.
- Mitigate hazards to the community from both natural and man-made sources through the adoption and enforcement of adequate public safety regulations.

GUIDING PRINCIPLE #10

Jamestown is a welcoming and inclusive community that values the benefits of diversity in all aspects of the Town and its residents.

- Expand the capacity of the Town and its partners to provide opportunities for community focused social events that bring people from all walks of life together.
- Develop and encourage participation in new activities and organizations that foster civic engagement.
- Promote the development (and retention) of a wide range of housing types that meet the needs of current and future residents of all ages, family compositions, and socioeconomic backgrounds.
- Ensure that residents of the Town's ETJ are included in all matters and encourage their participation in the social and civic life of Jamestown.

GUIDING PRINCIPLE #11

The quality and health of the natural environment is as important to our community as the quality of the built environment, and we will work to preserve and protect these vital resources.

- Protect and preserve mature trees and tree stands from removal in conjunction with land development activity, and promote the growth of healthy forests in the community.
- Protect riparian areas from encroachment by development to preserve water quality and natural habitats.
- Protect contiguous and connected tracts of open space from development to preserve wildlife habitat, protect the environment, and provide passive recreation opportunities.

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GUIDING PRINCIPLE #12

Our local transportation network will move people and goods throughout the community in a context sensitive manner that prioritizes safety over speed, provides significant internal connectivity, and facilitates access to the regional network.

- Utilize the opening of the Jamestown Bypass to re-imagine the role of Main Street, with a focus on enhancing its safety and comfort for bicyclists and pedestrians through measures such as reducing the speed limit through the core of the town.
- Continue to work with the NCRR and Norfolk Southern on improving the safety of the Town's rail crossings for both drivers and pedestrians.
- Improve Jamestown residents' access to regional transit options.
- Ensure that new development provides adequate internal and external transportation connectivity and provides reasonable mitigation of traffic impacts.

GUIDING PRINCIPLE #13

We will seek to build upon our existing partnerships with other local governments and public service providers to ensure that our community is well-represented in regional affairs and receives the services and benefits that are necessary to maintain our high quality of life.

- Build relationships with other communities and grassroots organizations in Guilford County to advocate with a stronger voice for school funding and other matters with the Guilford County Board of Education.
- Continue to participate in the High Point Metropolitan Planning Organization to ensure that Jamestown's transportation infrastructure needs are well-represented as plans and funding priorities are developed.
- Collaborate with Greensboro, High Point, and the Piedmont Triad Regional Water Authority on long-range utility service plans.
- Seek intergovernmental partnerships to ensure that Jamestown has access to affordable municipal solid waste transfer and disposal options.
- Work with GICC to develop programs and partnerships for the mutual benefit of both the college and residents of Jamestown.

FUTURE LAND USE

SECTION 3 FUTURE LAND USE

INTRODUCTION

The development of a future land use strategy for the Town of Jamestown was at the forefront of the Envision Jamestown planning effort. The resulting strategy, as established on the Future Land Use Map and future land use classifications is based on a wide range of inputs and analyses that were performed. These included reviews of the previously adopted growth strategy and future land use maps in the 2007 Comprehensive Land Development Plan, a growth area analysis conducted as part of this process, public input during the planning process, and the analysis and exploration of the data collected as part of the background research phase of the process.

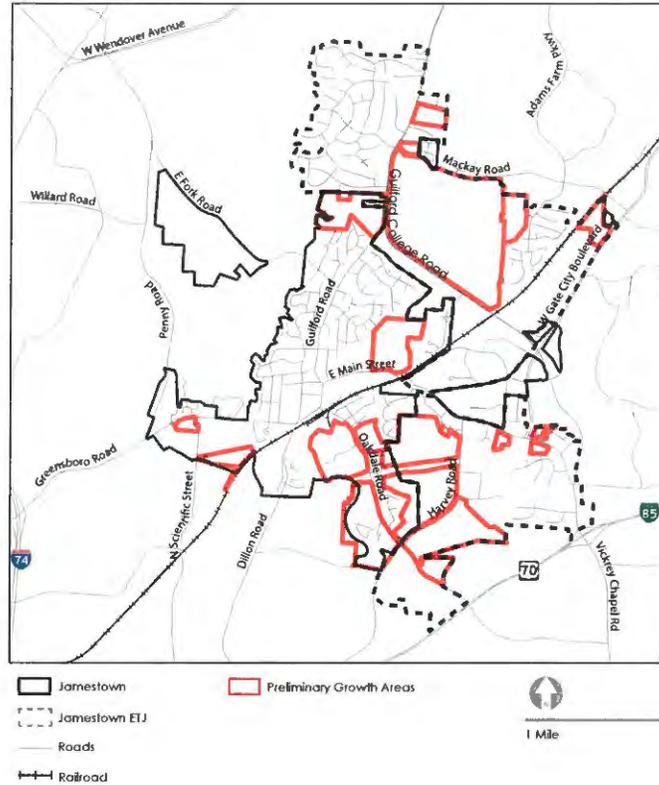
GROWTH AREA ANALYSIS

One of the primary inputs into the development of the future land use strategy, as set forth in the Future Land Use Map, was the determination of the areas that would be most likely to experience development pressure in the coming years. Not all areas will see the same degree of growth pressure due to a variety of factors, and, so, a deliberate evaluation of the Town's land resources was made to explore the potential of each area of the community for growth so that appropriate land use policies could be developed.

The availability of developable land is the overriding factor in preparing a growth analysis. To that end, the initial step in the process was to identify land resources with characteristics that would be conducive for development. These include, current use, parcel size, and the potential for assemblage with adjacent development tracts, among other factors. Once identified, these parcels were further analyzed for attributes such as their proximity and access to major transportation routes, utility infrastructure, and the nature of adjacent development. Next, each parcel, or group of parcels, was analyzed for environmental constraints, such as topography and the presence of natural hazards like floodplains. Finally, regulatory and similar constraints were identified, such as the presence of water supply watershed critical areas, which limits development density and impervious surfaces, and the presence of easements or rights-of-way for utilities which might reduce the amount of land available for development.

The resulting stock of potential growth areas, shown in Map 3 on the facing page, provided a preliminary inventory of potential development tracts in the study area. These were then further evaluated to determine their likely future use and the relative degree of growth pressure that each would experience in the coming years. This analysis, in turn, was used in the development of the Future Land Use Map and the future land use classifications that comprise the overall land use strategy.

▼ Map 3 Preliminary Growth Areas



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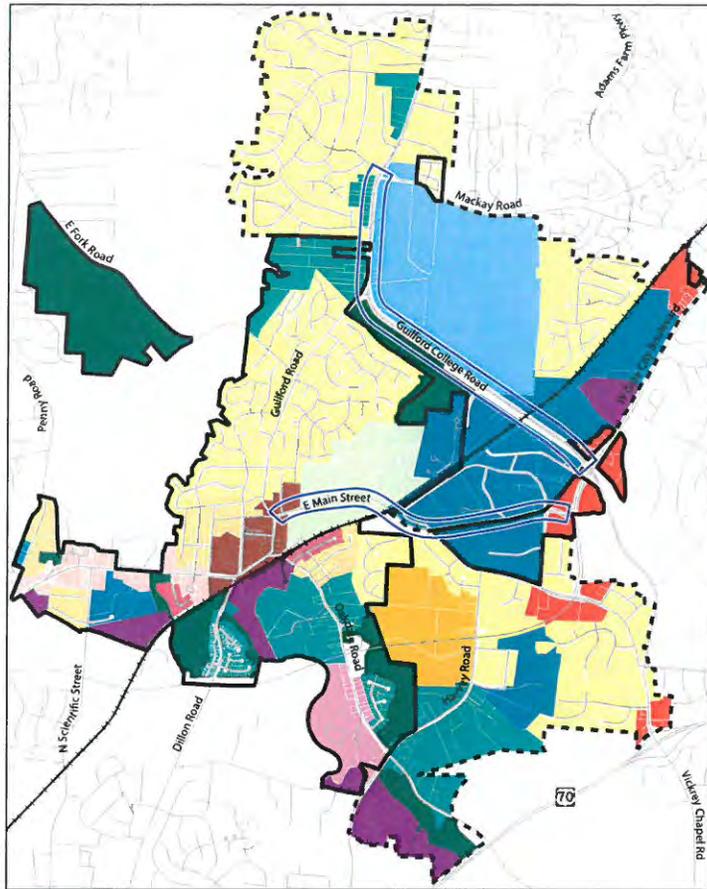
FUTURE LAND USE MAP

The Future Land Use Map provides the Town with a guiding vision that will be used by elected and appointed officials, citizens, and developers as they make land use and development decisions to implement town policies and determine future capital improvements. Specifically, as the Town considers legislative decisions related to rezonings and zoning ordinance amendments, they must approve a statement regarding the consistency of the proposed changes with the Comprehensive Plan with any motion to approve or deny said applications. The land use categories and map contained in this section demonstrates how the Town desires to both change and preserve existing land use patterns as they experience growth over time. For this reason, it is important to monitor, review, and update the future land use categories and map as new growth, new infrastructure, and changes in the community's vision and direction occur.

The following pages provide details on each of the future land use categories. This includes an explanation of the general character preferences, recommended land uses, and general design standards for each area of the Town.

FUTURE LAND USE CATEGORIES

 Town Center	 Mixed Use
 Commercial Corridor	 Mackay-Guilford
 West Main	 Town Residential
 Business Park	 Suburban Residential
 Industrial	 Deep River Residential
 Mill District	 Estate Residential
 Campus	 Parks and Open Space
 Character Corridor	



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FUTURE LAND USE CATEGORY DESCRIPTIONS

TOWN CENTER

The Town Center is focused on Jamestown's traditional downtown area, extending along Main Street from Ragsdale Road to Guilford Road. The Town Center classification is intended to support and perpetuate the walkable, mixed-use, development pattern in the core of the town. This area serves as the economic, cultural and civic heart of the community, and includes a mix of businesses that cater to both residents and visitors to the community. Traditional development patterns in the Town Center have buildings constructed adjacent to the sidewalks to create an inviting atmosphere for pedestrians, while parking and service areas are located to the rear or sides of buildings. New development in the Town Center complements the traditional development pattern and architectural styles found in Downtown Jamestown, with masonry construction and buildings not exceeding two stories in height above grade.

COMMERCIAL CORRIDOR

The Commercial Corridor land use classification is applied in strategic locations along, and adjacent to, Jamestown's major vehicular transportation routes. This classification is intended to accommodate the development of larger scale and out-oriented commercial development, as well as higher density multi-family developments. Although primarily located on the Town's periphery, the quality of new development in the Commercial Corridor should reflect on the high-quality architectural standards found in the core of the Town.

WEST MAIN

The West Main future land use classification is applied to the majority of the land along West Main Street from the Town Center to the Town's western border with High Point (from Ragsdale Road to Penny Road). This land use classification is intended to accommodate a wide variety of low to moderate intensity uses, including offices, civic uses, attached residential development, and small format retail stores along this traditionally mixed-use corridor. With the majority of the parcels in this area also located in the Jamestown National Register Historic District, new development will be sensitive to the rich historic context of the area and utilize development styles that blend well with the unique character of the West Main corridor.

BUSINESS PARK

The Business Park land use classification is intended to accommodate a variety of small to mid-sized commercial, service, and low intensity assembly, warehousing and manufacturing uses that create low volumes of customer visits, low amounts of truck traffic, and few, if any, off-site environmental impacts. Within these areas, the Town seeks to preserve opportunities for smaller business enterprises to make Jamestown their home and support a diverse economic climate in the community.

INDUSTRIAL

The Industrial land use classification is applied to the traditional legacy industrial areas of Jamestown, primarily along the North Carolina Railroad line. This land use classification is intended to accommodate the ongoing use, development, and redevelopment of larger scale manufacturing enterprises in areas where the existing development context and heavy infrastructure is well-suited for such uses. Uses in these areas, while larger in scale and heavier in intensity than those found in the Business Park classification, should create minimal levels of external impact to the surrounding community to ensure their compatibility with the greater Jamestown community.

MILL DISTRICT

The Mill District future land use classification is applied to the former Oakdale Cotton Mill property and surrounding parcels that are part of the historic mill village that housed many of Oakdale's workers. The intent of this land use classification is to foster the preservation and revitalization of the mill and mill village in a manner that preserves the rich history of Oakdale while catalyzing a transition of the mill property into a mixed-use development focused on the mill, including additional residential development on the property to support the revitalization effort.

CAMPUS

The Campus future land use classification is applied throughout the Town to the many large scale civic, educational, and institutional uses that are located in Jamestown. The intent of this land use classification is to accommodate the use and growth of these important uses in the community in a responsible manner that is complementary of Jamestown's traditional development pattern.

MIXED USE

The Mixed Use future land use classification is applied exclusively to the properties located on, and adjacent to, the intersection of the Jamestown Bypass and Harvey Road. The intent of the Mixed Use classification is to facilitate the development of these key properties with a mixture of low intensity office and service uses in proximity to the bypass intersection, along with a mixture of a wide range of housing types in larger integrated developments in this prime growth area. In general, all nonresidential uses should be located along the Harvey Road and bypass frontages - with development standards that maintain the small town and historic aesthetic of the community, while residential uses should represent the majority of the development and occupy the interior of these parcels.

MACKAY-GUILFORD

The Mackay-Guilford future land use classification is applied to the largest single undeveloped property in Jamestown's planning jurisdiction. As one of the premier potential development tracts in the Triad, this property is expected to experience significant development interest in the near

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future. Given the size and prominent location of this tract, the Town is expecting a development plan for the site that is designed in a manner to create an integrated, walkable, and mixed-use neighborhood that contains a wide range of housing options and a central community focal point where residents can easily access neighborhood scale retail, dining, and service uses within a short walk or bike ride of their homes. With an abundance of land resources, it is expected that the future development of this tract will provide significant amounts of open space for both recreational use and for the preservation of critical habitats that exist on the property. It is also expected that the development of this area will preserve the most important aspects of the historic landscape - connecting the past to the future. The resulting development of Mackay-Guilford is expected to yield a complementary and enduring addition to the Jamestown community that respects the history, character, and aesthetic quality of the Town.

TOWN RESIDENTIAL

The Town Residential land use classification is intended to accommodate existing residential neighborhoods that were developed in Jamestown's traditional "urban core" in areas along the West Main Street corridor, adjacent to downtown, and along Oakdale Road. With their proximity to nonresidential areas of town, careful consideration should be given to the nature of development on their periphery to ensure that it is compatible with the character of these older neighborhoods.

SUBURBAN RESIDENTIAL

The Suburban Residential land use classification is the most prevalent of the future land use classifications applied on the Future Land Use map, encompassing the majority of the planned residential neighborhoods in the community outside of the Town's traditional core area. Although primarily developed in larger single-family residential subdivisions, this land use classification is also intended to accommodate lower intensity attached residential development in the same context, along with low intensity civic uses, such as churches. Where undeveloped land is included in this classification, it is intended to be developed in a manner similar to adjacent suburban residential development.

DEEP RIVER RESIDENTIAL

The Deep River Residential land use classification is intended primarily for lands located in the critical watershed areas in the planning jurisdiction. Where utilities are present, cluster/conservation style residential development will be most prevalent given impervious surface limitations. Outside of areas served by municipal utilities, it is expected that when development or land subdivision does occur, it will be larger lot "rural" style residential development taking access from existing roads.

ESTATE RESIDENTIAL

The Estate Residential land use classification is applied to the large residential tracts along East Main Street just outside of downtown. Given the historic nature of this area and the environmental

constraints that create access limitations to some properties, it is expected that single-family residences on "estate" sized lots will be the predominant development pattern.

PARKS AND OPEN SPACE

This land use classification is intended to designate areas that are either in use as parks or have low development potential given environmental constraints or other factors that make their development unlikely.

CHARACTER CORRIDOR

The intent of the "Character Corridor" future land use designation is to identify areas adjacent to major roadways where it is important to the community to maintain an aesthetic that is complementary to the once rural nature of the outskirts of Jamestown. East Main Street, particularly through the Estate Residential area, provides a good example of the intent of the desired aesthetic, while Guilford College Road is an emerging opportunity to replicate that aesthetic - embodied by the preservation of mature trees as natural screening along the roadway, white pasture fences, and a generally rural quality to the scenery - despite being located in the heart of a major metropolitan area. The Town's current scenic corridor zoning regulations provide a tool to carry this recommendation forward and ensure that the aesthetic vision for these important thoroughfares is maintained and enhanced in the future.



OUR COMMUNITY

SECTION 4 OUR COMMUNITY

This section highlights key information about the Town, its resources, and its capacity for growth. This includes a broad range of demographic, economic, and land analysis data concerning the Town and the greater region. This information, coupled with the community input and Steering Committee guidance contributed to the plan's Vision and the Guiding Principles, as well as the Future Land Use Map

TOPICS COVERED

The following information helps establish a baseline of existing opportunities and constraints that influence growth and redevelopment in Jamestown. The key factors highlighted in this section are divided into six major subsections:

- Historic Context
- Livability
- Demographics
- Housing
- Economy
- Land Use
- Infrastructure
- Environment

Much of the data in this section comes from the United States Census Bureau, AARP, the Town of Jamestown, and Guilford County. Typically, each data set indicates the source when presented. The Town's extraterritorial jurisdiction (ETJ) is not included in data displayed for the Town. However, it is captured in data for Guilford County.

REGIONAL COMPARISONS

A number of the statistics shared in this section include a comparison to a set of peer communities. This is particularly true concerning the AARP Livability Index, which is best used as a metric of comparison. The peer communities identified in this Plan were developed based on two factors: 1) proximity to Jamestown and the region; and 2) similar characteristics or characteristics which the Town would like to emulate.

In general, these peer communities are used to determine how Jamestown is doing in terms of providing services to its residents, as well as how it is growing and changing in relation to the greater region. In addition to the communities which were identified as peer communities, much of the data also compares the Town with Guilford County and the State of North Carolina, as they provide a larger scaled comparison to the region.

HISTORICAL CONTEXT

The area which is known today as the Town of Jamestown is the earliest continuously settled place in the Piedmont region. The first known inhabitants were the Keyauwee Indians, who are believed to have been living in the region as early as 1701, and moving south around 1760. By the late 1700s, European settlers, many of which were Quaker families, moved to Jamestown from Pennsylvania in search of productive farmland. James Mendenhall established a farmstead in 1762 and the family operated the area's first grist and lumber mills, as well as owned much of the Town's original land.

By 1800, Jamestown had about 150 residents, its own post office, an inn, and a Free Mason's lodge. Around this same time, gold was discovered near Jamestown and several mines became profitable. The Town was officially founded in 1816 and was named in honor of James Mendenhall. At the time, the local economy was dominated by farming and related industries, but a gun factory which manufactured a muzzle-loading gun known as the "Jamestown Rifle" was a mainstay of Jamestown's industry through the latter half of the nineteenth century.

Though Jamestown's Quakers attempted to remain neutral during the civil war, many residents ended up manufacturing shoes, uniforms, and weapons for the Confederacy in order to avoid paying heavy taxes. The Town was a known "stop" along the Underground Railroad, as many homes in the area had trap doors leading to the basement where they would help slaves escape north. The railroad which bisects the Town today was built in 1856, providing a vital link for freight and some passengers.

Education has long been a cornerstone of Jamestown, which was home to a Quaker children's school, a seminary for young women, a law school, and North Carolina's first medical school. The "Old School" was built in 1915 as a neoclassic centerpiece of Main Street, and today serves as the Jamestown Public Library.

In April of 1947, the North Carolina General Assembly granted Jamestown incorporation. The Town adapted zoning and began constructing a municipal water and sewer system soon after. By the 1950's, the population reached around 750 people and the Town provided street lighting, water and sewer service, and a fire department. During the 1960's and 1970's, the Town grew quickly, with many old farms being converted to residential neighborhoods. An ABC board was formed, the Town Hall was built, and the Jamestown Park and Golf Course were established.

Today, more than 3,600 people call Jamestown home. The almost three mile area boasts small town charm within minutes of the greater Triad region, including the large cities of Greensboro, High Point, and Winston Salem. The Town remains committed to well-planned growth that strikes a balance between maintaining the community's character and heritage while attracting jobs and businesses.

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LIVABILITY

AARP LIVABILITY INDEX

The AARP Public Policy Institute created a Livability Index, which provides an indicator score that is meant to assist communities in determining how livable their community is in relation to seven primary categories: housing, neighborhoods, transportation, environment, health, engagement, and opportunity. This is one tool that can be used to measure how the combination of policies and the built environment create a livable and inclusive community for residents of all ages, abilities, and backgrounds. Therefore, this index is a good indicator of which aspects of a community are doing well and areas where a community can seek to improve its rating. The seven livability categories are shown below.

▼ Figure 14 AARP Livability Categories

Source: AARP Public Policy Institute Livability Index

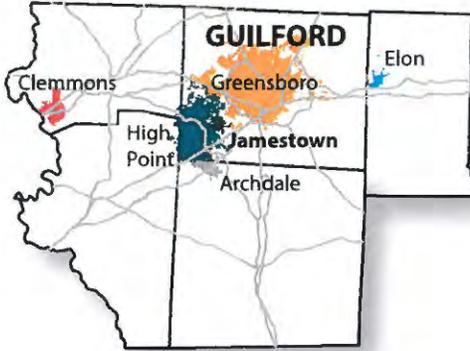


REGIONAL COMPARISONS

The AARP Livability Index is best used as a metric to compare a community against similarly situated locales. For this reason, Jamestown is compared here with a set of regional peer communities that are either similarly situated in the region or have similar economic and demographic characteristics. Jamestown's peer communities are shown in Map 4 below. The State of North Carolina was also included in this analysis.

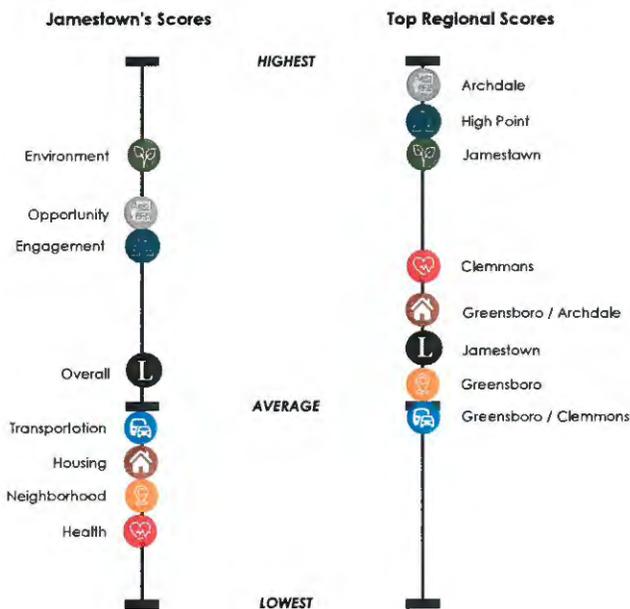
The following page provides a cursory review of Jamestown's scores for all livability categories, as well as the highest ranking peer communities for each of the indicators. This is followed by pages which explain each individual category and demonstrate how Jamestown ranks against its regional neighbors and statewide peer communities on each element. It should be noted that there are inherent errors in the national data sets used in developing the Livability Index that may have varying impacts on communities' scores (such as missing data). These errors will typically affect most communities equally, especially when comparing communities within a state or sub-region of a single state, and so they tend to be mitigated by having the same positive or negative impact on the scores of geographic peers. Where these errors are expected to occur, they are explained in the explanation section of that indicator in this report.

▼ Map 4 Jamestown and Regional Peer Communities

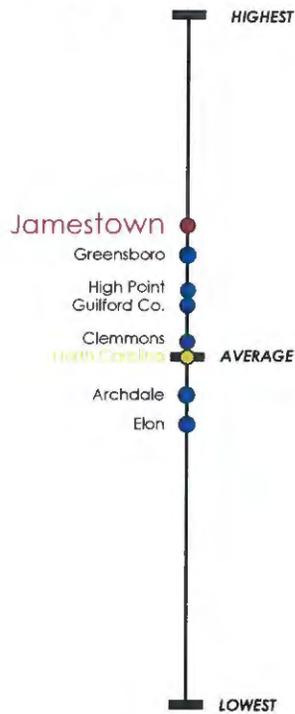


OVERALL LIVABILITY SCORES

While the peer communities and the State have relatively comparable scores and are considered to have "average livability," Jamestown has the highest overall livability score. Similarly, Jamestown has the highest ranking environmental score, rising much higher than a number of its peer communities. While Jamestown ranks around "average" for most of the indicators, the housing score ranks near the lower end of the spectrum (predominantly because of a lack of affordable housing).



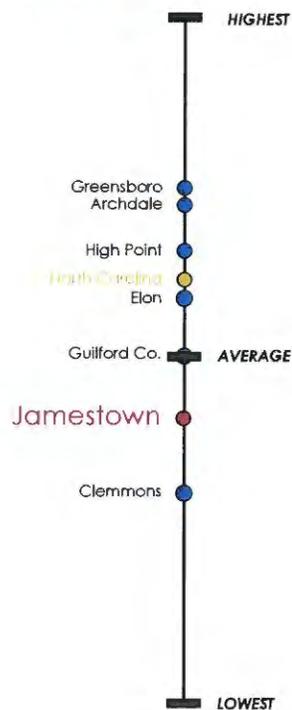
L OVERALL LIVABILITY



OVERALL LIVABILITY

The graphic on the left identifies how Jamestown scores in overall livability in comparison with its peer communities. Jamestown has the highest overall livability score of the selected communities, though is certainly comparable. In order to provide context on the overall standing of the state, North Carolina's score is shown in yellow. It should be noted that comparable and peer cities were identified based on two specific factors. The first set (Greensboro, High Point, and Guilford County) were selected for their geographic location in relation to Jamestown. The second set (Clemmons, Archdale, and Elon) were chosen for their attributes which are comparable to the Town. The following pages are set up in a similar fashion related to the seven primary categories of the Livability Index.

HOUSING

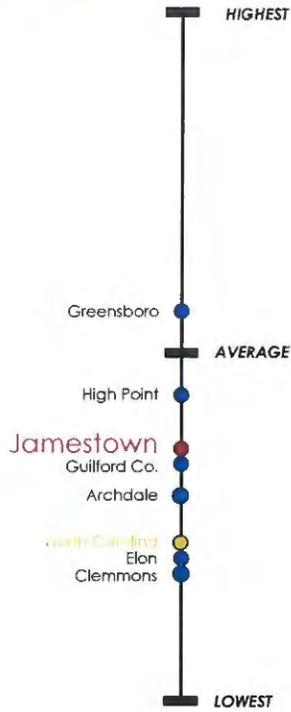


HOUSING

The AARP Livability Index defines housing livability by examining housing accessibility, multi-family availability, housing affordability, the cost burden of housing, and subsidized housing. Jamestown does poorly in this category, scoring below the national average and most of its peer communities. Of particular note is the indicator that Jamestown scores in the bottom third of the country: housing affordability (cost burden). This is primarily attributed to an attribute that Town residents have generally spoken positively about - its high housing values. The Town also scores poorly in housing options, as the Town is composed primarily of single family homes. This indicator will probably increase slightly with the upcoming development of additional multi-family housing.



NEIGHBORHOOD

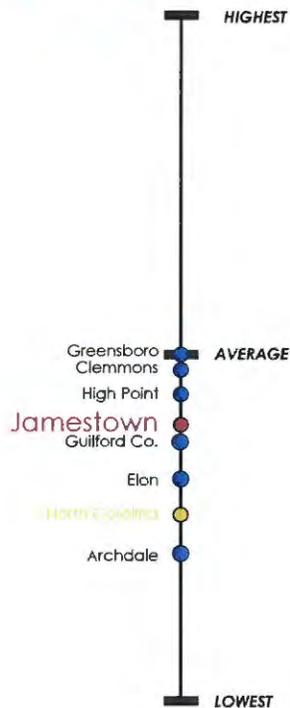


NEIGHBORHOOD

The neighborhood indicator evaluates proximity to destinations such as grocery stores, farmers' markets, libraries, and parks. Per AARP, Jamestown has a neighborhood score of 47 (50 is average). This is equal to Guilford County and higher than a number of its peers, but below High Point and Greensboro. While this is important to review, it should be noted that we believe Jamestown's score for this category should be slightly higher than indicated by AARP, as the data sets provided to conduct the livability index do not include Jamestown's Library and the crime rates may be skewed by the County.



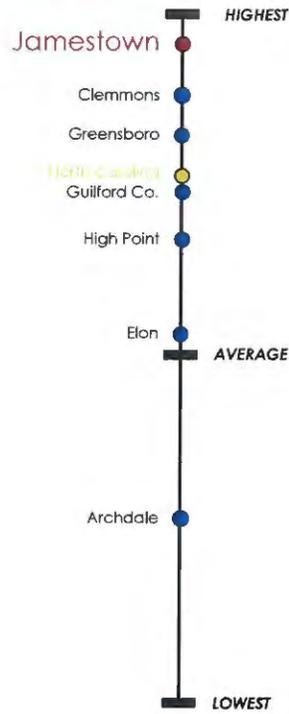
TRANSPORTATION



TRANSPORTATION

When examining transportation scores, the AARP analyzes transit frequency, ADA stations and vehicles, walk trips, congestion, household transportation costs, speed limits, and crash rates. In comparison to the country and region, Jamestown falls just below average in this category. It's important to note that much of this is because there are very limited transportation options in the Town, reducing its score by 30%. Further, congestion scores may be increased with the opening of the Bypass and safe streets scores could be increased with related improvements to Main Street.

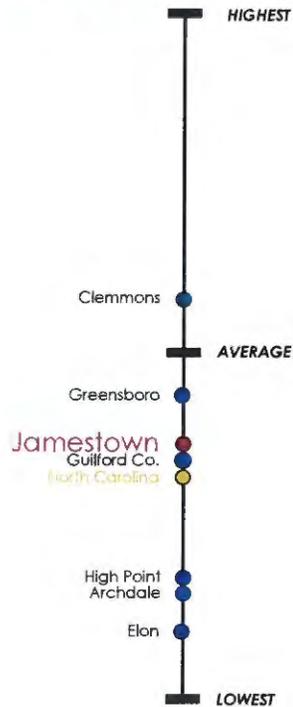
 **ENVIRONMENT**



ENVIRONMENT

The AARP Livability Index reviews environmental livability based on drinking water quality, regional air quality, near-roadway pollution, and local industrial pollution. This indicator is one that Jamestown does really well in, scoring higher than all of its peer communities and the State. This is predominantly because of exceptional air quality ratings, based on the limited presence of highways or industrial pollution adjacent to residential areas.

 **HEALTH**

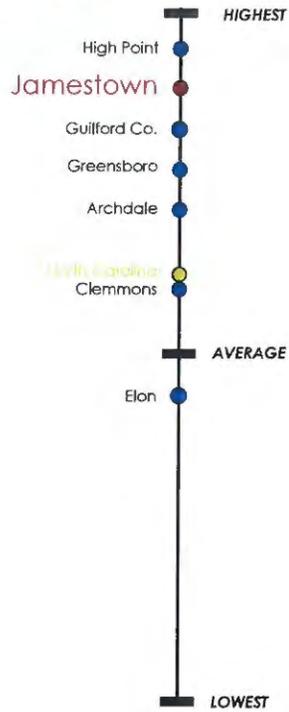


HEALTH LIVABILITY

The AARP Health Livability Index score is based upon population characteristics which include smoking prevalence, obesity prevalence, access to exercise opportunities, health care professional shortage areas, preventable hospitalization rates, and quality of health care (patient satisfaction). According to AARP, Jamestown falls in the top to middle third of the country in terms healthy behaviors and quality of health care, though it falls into the bottom third of the country in terms of patient satisfaction and access to health care. This is most likely attributed to the lack of facilities within the Town limits. Jamestown's score is comparable to its peer communities, and equal to the County and State.



ENGAGEMENT

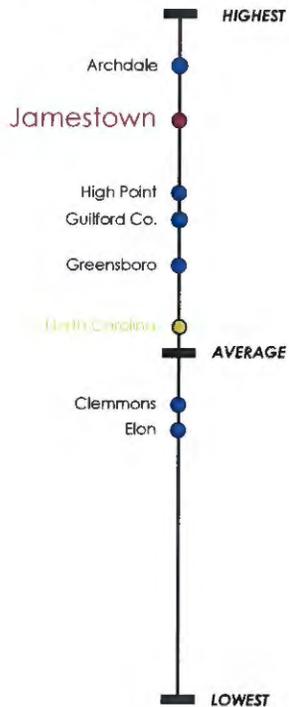


ENGAGEMENT

Engagement is examined by reviewing internet access, civic engagement (voting rate), and opportunity for civic engagement. When breaking this category down to these metrics, Jamestown scores in the top third of the country in regard to internet access, opportunities for civic involvement, and voting rates. The Town scores in the middle third of the country in regard to social involvement index and cultural, arts, and entertainment institutions. It's possible that because the entertainment that exists within the Town is smaller scale than would be considered "an institution," the actual value of this category could be higher. Though, Jamestown scores higher than most of its peer communities.



OPPORTUNITY



OPPORTUNITY

The AARP Livability Index defines opportunity by examining income inequality, jobs per worker, high school graduation rate, and age diversity. This is another indicator that Jamestown scores high in, with Archdale as the only peer community with a higher score. We view this as a positive asset for the Town, as the statistics that lead to opportunity are hard to manufacture. The only sub-indicator holding Jamestown back from a higher score is the income inequality, as there is a great disparity between the rich and poor populations in the Town.

DEMOGRAPHIC TRENDS

POPULATION GROWTH

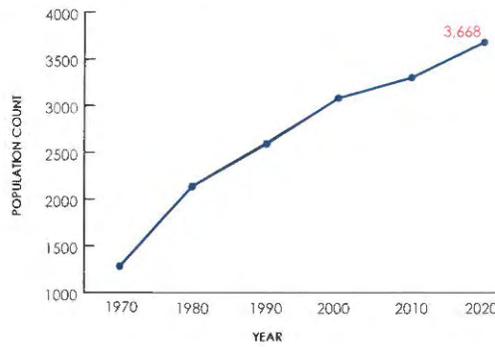
The recently released results of the 2020 Census show the Town's population to be 3,668 residents as of April 1, 2020. The Town has seen steady growth over the past 50 years, and the growth rate over the past decade has accelerated somewhat as compared to the period of 2000-2010. During the last decade, Jamestown's population grew at a rate that was comparable to Guilford County, the State of North Carolina, and the larger cities in Guilford County (see Figure 16). When looking at some of the other smaller peer communities in the region, Jamestown had a slower rate of growth than both Clemmons and Elon, while Archdale grew at around half the rate of Jamestown.

The State Demographer anticipates that Guilford County's population will continue to increase over the next thirty years, growing from 541,299 residents in 2020 to 720,661 residents in 2050. With such substantial growth anticipated for the County as a whole, Jamestown is expected to see a similar demand for new homes and residents in line with the County's overall growth, although ultimately Jamestown will be limited by the availability of land resources within its corporate limits and ultimate growth area.

AGE AND HOUSEHOLDS

▼ Figure 15 Historic Population Growth

Source: US Census Bureau 2020 Decennial Census

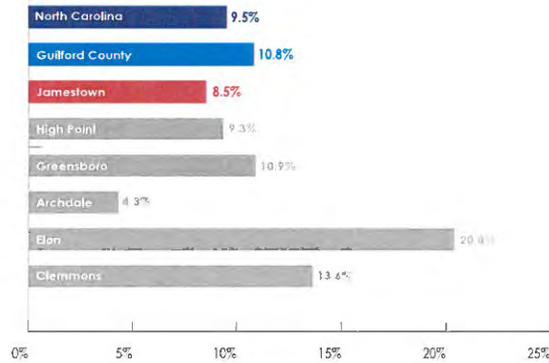


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▼ Figure 16 Population Growth Comparisons

Source: US Census Bureau - 2010 and 2020 Decennial Census



▼ Figure 17 Projected Population Growth - Guilford County

Source: U.S. Census Bureau and NC Office of State Budget & Management

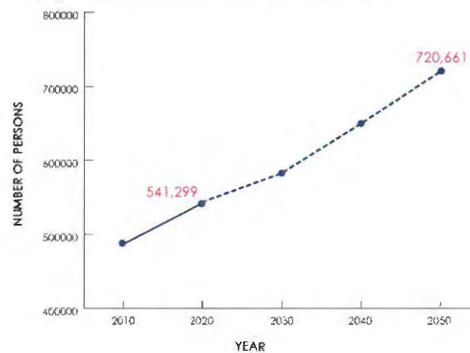
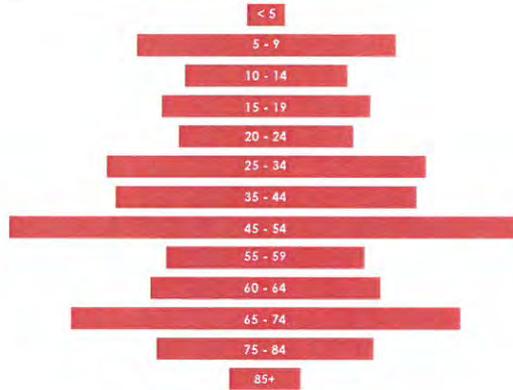
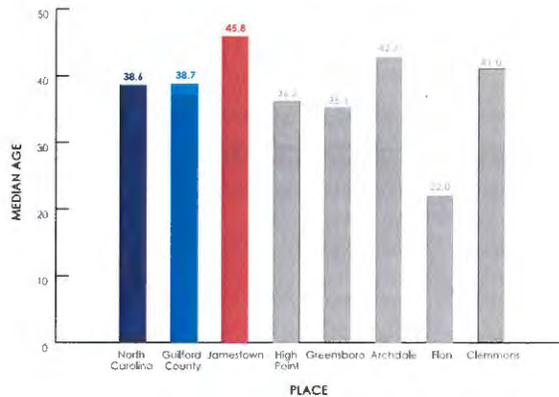


Figure 18 shows the number of people in each age cohort in the Town of Jamestown. The largest share of residents are in the age groupings between 45 and 54 and between 65 and 74. The smallest age groups are under the age of 5 and over 85 years old. While these groups do not appear drastically different in size at first glance, the combination of these factors contributes to create a significantly older median age in the Town than in the greater Triad region. At 45.8 years, Jamestown's median age is around seven years older than Guilford County and the State. Despite having a relatively small number of children under the age of five, almost one third of the Town's households are families with children. Another third of the population are people who live alone. This number is somewhat high for a Town like Jamestown, where a large share of the housing stock is comprised of single family homes. Almost 12% of those over the age of 65 years old also live alone. This number is slightly high, but not concerning so, particularly given the fact that many of those over the age of 65 are between 65 and 84 years old. Having a high number of elderly people living alone can create risks in terms of increased resident dependency and associated health needs.

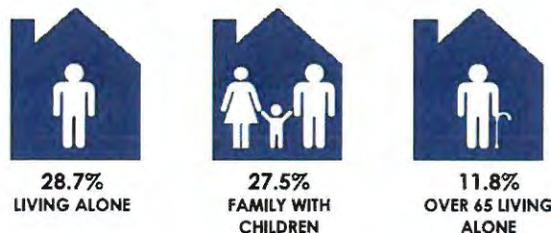
▼ Figure 18 Population Pyramid of Relative Size of Age Groups
Source: American Community Survey, 2019 (5-YR Estimate)



▼ Figure 19 Median Age
Source: American Community Survey, 2019 (5-YR Estimate)



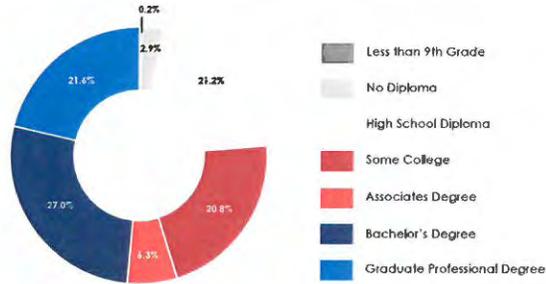
▼ Figure 20 Households
Source: American Community Survey, 2019 (5-YR Estimate)



EDUCATIONAL ATTAINMENT

Almost one half of Jamestown's residents who are over the age of 25 have attained a Bachelor's degree or higher level of education. There are an additional 27% who have attended some college or received an Associates degree, and only around 3% who have not completed high school. The share of the Town's population with higher levels of education is much higher than the region, where only around one-third of the residents have received a Bachelor's degree or higher. It is interesting to note that almost 22% of those with higher levels of education have a Graduate degree or higher, indicating a much higher level of attainment in education when compared to a typical North Carolina community. In fact, between 2010 and 2019, the share of the Town's population with a college degree has increased slightly, while those who have not completed high school and those who have not completed college has decreased. Generally, educational attainment has continued to increase in Jamestown over time. Higher levels of educational attainment typically have impacts on the types of jobs residents are employed in, the salaries for those jobs, employment rates, and associated factors that are generally associated with greater educational attainment.

▼ Figure 21 Educational Attainment
Source: American Community Survey, 2019 (5-YR Estimate)



▼ Figure 22 Percentage of the Population with a Bachelor's Degree or Higher
Source: American Community Survey, 2019 (5-YR Estimate)



▼ FIGURE 23 Trend Comparison (Net Change 2010-2019, % of 25 Yrs.+ Population)
Source: American Community Survey, 2010-2019 (5-YR Estimates)



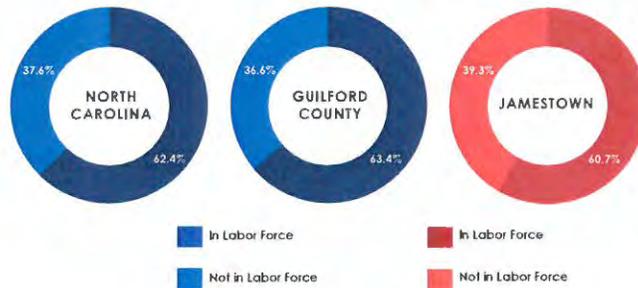
ECONOMIC FACTORS

LABOR FORCE AND INDUSTRY SECTORS

At just over 60%, the labor force participation rate for residents over the age of 16 is lower than the rate seen in Guilford County and the State as a whole. This is due, likely in large part, to the higher median age and relatively large number of residents in the over 65 age group. Those who are in the labor force are employed in a wide range of industry sectors. Most notably, about 20% of residents work in the educational and health care fields, about 16% work in retail trade, and between 11% and 13% work in either manufacturing or entertainment and hospitality services. There are no Town residents employed in agriculture, forestry, fishing, or mining; and very few residents are employed in construction, wholesale trade, information, or public administration.

Though the American Community Survey does include data on unemployment rates, it is not often very accurate and the Federal Reserve Bank of St. Louis has much more informative data on employment rates. The Federal Reserve Bank unemployment rates for the United States, North Carolina, and Guilford County between 2000 and 2020 are shown in Figure 25. Guilford County has experienced employment trends that have roughly mirrored those of North Carolina and the United States as a whole, and it is assumed that due to the higher educational attainment and labor concentration in professional services in Jamestown, it has fared better during periods of increased unemployment than the County would have experienced as a whole.

▼ Figure 24 Labor Force Participation
Source: American Community Survey, 2019 (5-YR Estimate)



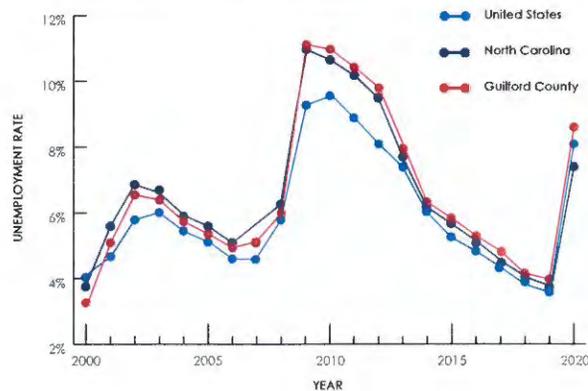
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▼ Figure 25 Key Industry Sectors
Source: American Community Survey, 2019 (5-YR Estimate)

INDUSTRY SECTOR	NUMBER OF WORKERS	PERCENTAGE
Agriculture, Forestry, Fishing, and Mining	0	0.0%
Information	16	0.8%
Public Administration	54	2.8%
Construction	59	3.0%
Wholesale Trade	65	3.3%
Transportation, Warehousing, and Utilities	106	5.4%
Other Services	118	6.1%
Finance, Insurance, and Real Estate	143	7.3%
Professional and Administrative Services	209	10.7%
Entertainment and Hospitality Services	224	11.5%
Manufacturing	247	12.7%
Retail Trade	312	16.0%
Educational and Health Care	394	20.2%
Total (Workers 16+)	1,947	100%

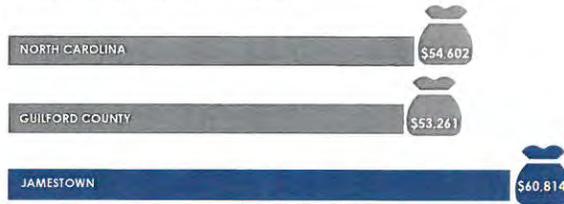
▼ Figure 26 Unemployment Rates
Source: Federal Reserve Bank of St. Louis Economic Research Data



INCOME

Despite having a lower share of its residents in the labor force, Jamestown's median household income is higher than both Guilford County and North Carolina. At around \$61,000 in 2019, the average Jamestown family earns almost \$7,000 more than those living in Guilford County as a whole. A number of factors contribute to the relative wealth of the community, including higher educational attainment, a heavier focus on "professional" employment, and a higher median age, which means that workers are generally more advance in their careers, and thus ore more likely to receive higher salaries and wages than their younger counterparts.

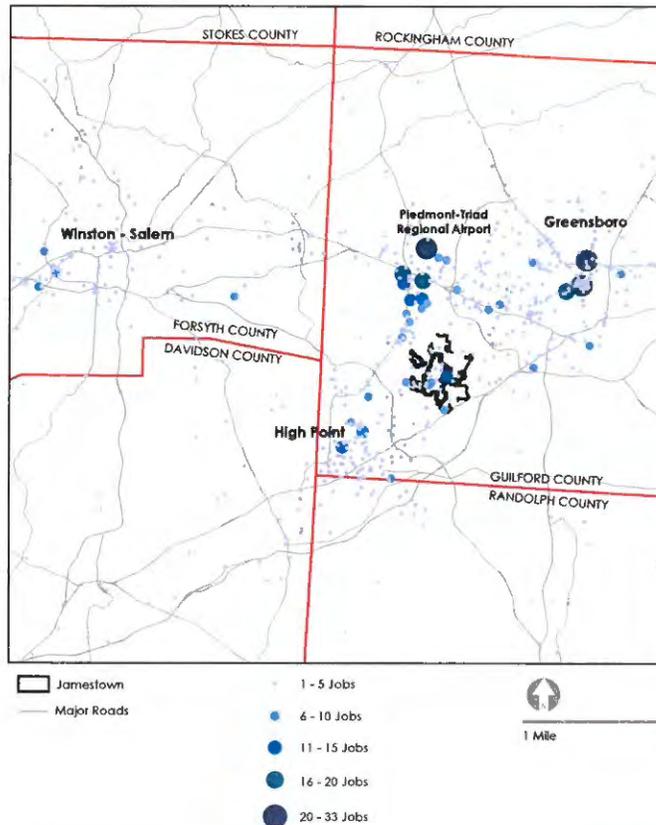
▼ Figure 27 Income Comparisons of Households
Source: American Community Survey, 2019 (5-YR Estimate)



EMPLOYMENT LOCATION

The majority of Jamestown's residents work inside Guilford County, with only about 14% commuting outside of the County for employment opportunities. Map 5 shows the locations of where residents of the Town work at the Census block level, with the small light colored dots representing locations where between one and five residents work, while the largest, darkest dots show locations where between 20 and 33 residents work. The largest concentration of residents work in Greensboro; particularly in the area around the Moses Cone Hospital, in downtown, and around the Piedmont - Triad Regional Airport. There are also a number of people who work along the Interstate - 40 corridor, in High Point, in Winston-Salem, and within Jamestown itself. While very small segments of the population commute into Davidson and Randolph Counties for work, the vast majority stay within Guilford or Forsyth Counties. Though not shown on this map, there are also a few residents who commute as far as Raleigh, Durham, Chapel Hill, Cary, Burlington, Fayetteville, Charlotte, Mooresville, and Hickory.

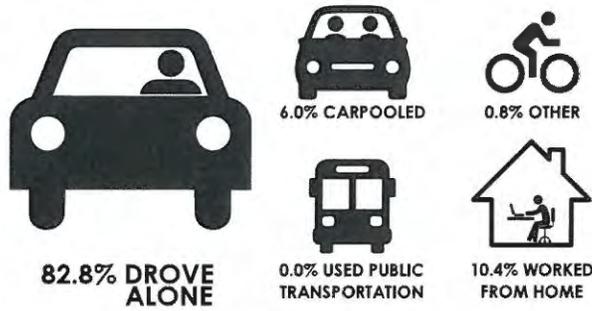
▼ Map 5 Place of Work (for Jamestown Residents)



COMMUTING TO WORK

Many of the employed residents drive alone in a car to work, which is very typical of most American communities. It is peculiar that about 6% of residents are carpooling to work. Having a higher rate of commuting is typical in communities of lower incomes or in more traditional employment fields, such as manufacturing and laboring. However, it also indicates consciousness in terms of environmental and economic impacts of single occupancy vehicles. Another important note is that more than 10% of Jamestown's residents were working from home in 2019. It is likely that this number has increased in 2020. As most of Jamestown's residents are employed inside of Guilford County, the median travel time to work is slightly lower than the County and the State, averaging around 21 minutes. In fact, more than half of Jamestown's employed residents commute less than ten miles to work, with many working in Greensboro, High Point, Archdale, and Winston-Salem.

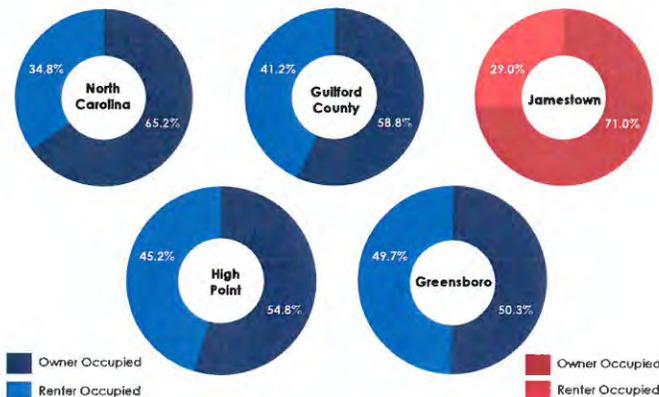
▼ Figure 28 Means of Transportation
Source: American Community Survey, 2019 (5-YR Estimate)



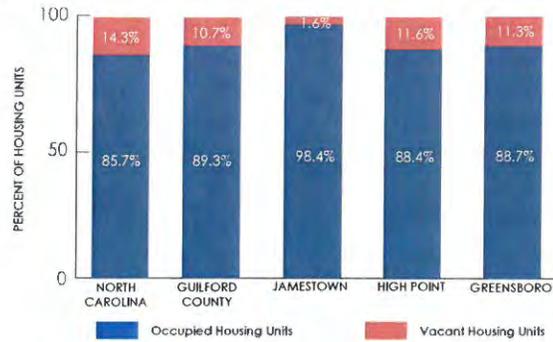
HOUSING

Characteristics of housing are largely related to employment and income data examined on the previous pages. In Jamestown, about 75% of the housing units are single family homes and about one quarter of the units are multi-family homes. The majority of all housing in the Town (71%) is occupied by its owner. This is higher than the region overall, which averages between 50% and 59% owner occupancy. This is also higher than the State's average owner occupancy rate of 65.2%. Despite the development of more than 300 housing units between 2010 and 2019, there is also a very low vacancy rate in Jamestown. Typically, when less than 5% of a Town's housing stock is vacant, this indicates a demand for new housing. In Jamestown, only 1.6% of all housing units are vacant. This is striking, particularly when looking at vacancy rates for the region, which range from 10% to 15%. In addition to this, the median home value in Jamestown is high. At around \$220,000, the median home in Jamestown is worth greater than \$40,000 more than the County and State. The only peer communities which boasts higher median home values are Elon (\$253,300) and Clemmons (\$226,600). This does impact affordability of housing, which is limited on average to those who earn the median household income of \$61,000 or higher.

▼ Figure 29 Housing Tenure (Owner / Renter Occupancy)
Source: American Community Survey, 2019 (5-YR Estimate)



▼ Figure 30 Vacant Versus Occupied Housing Units
 Source: American Community Survey, 2019 (5-YR Estimate)



▼ Figure 31 Median Home Values
 Source: American Community Survey, 2019 (5-YR Estimate)



LAND USE AND DEVELOPMENT REGULATION

EXISTING LAND USE

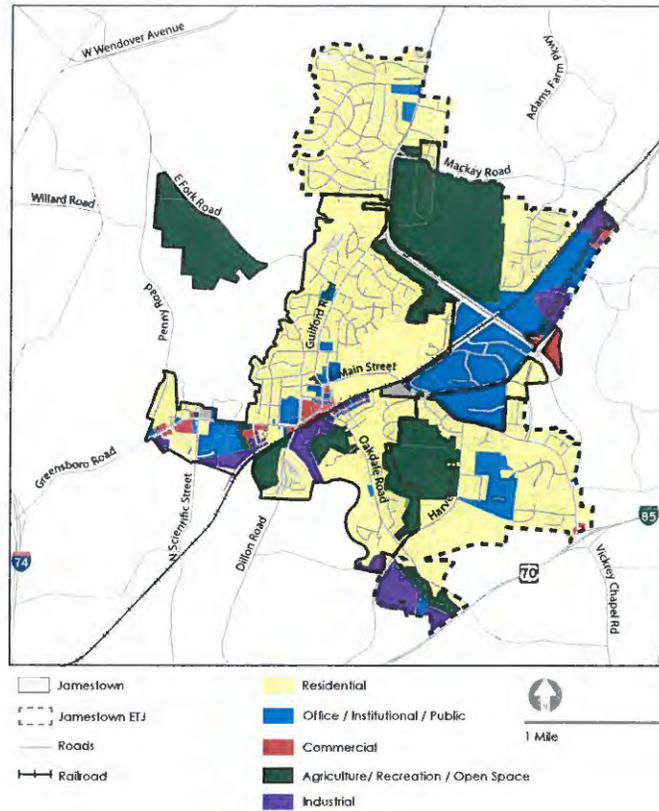
The primary developed land use classification in Jamestown and its ETJ is single-family residential development, the vast majority of which occurred during the postwar era through the turn of the 21st Century. These conventional residential subdivisions began close to the downtown core of Jamestown and generally grew northward along Guilford Road - from Main Street to Cedarwood in the northern ETJ. Residential development typically has occurred on moderately sized lots, with lot areas of around 1/3 of an acre or larger being quite common. Multi-family residential development is scattered throughout the Town, and typically of a smaller scale. A number of these developments are located along Main Street. Uniquely, Jamestown also is home to a traditional mill village, with a number of homes remaining in the historic worker housing area that supported Oakdale Mill.

Public and institutional uses are a significant feature in the Town's existing land use pattern, with the GTCC campus, Ragsdale High School Campus, and a number of other schools and institutional uses calling Jamestown home. As a share of the overall land area, these public and institutional uses occupy an outsized portion of the study area, which conveys a number of benefits, but also creates some challenges given the nature of some of the impacts, particularly traffic, that are typically created by such uses.

Commercial land uses were typically concentrated in downtown Jamestown until postwar suburban development began to emerge in the community, which led to the development of a competing commercial area on the western edge of Town near the High Point city limits. This has led to the commercialization of a good bit of the intervening area along West Main Street between downtown and High Point over the years. As the center of gravity has shifted, however, a new area of commercial development has begun to emerge around Guilford College Road and Gate City Boulevard. Despite the emergence of competing commercial districts, downtown Jamestown has been thriving, as a unique focal point of the community that provides one of, if not the only, authentic historic small-town downtown environments in the urban core of the Triad.

Long a center of industrial activity, from early craftsmen producing black powder firearms for use on the frontier, to entrepreneurial mill owners using the power of the Deep River to produce textiles, Jamestown continues to be home to a number of industries. These are primarily located along the North Carolina Railroad that runs along the edge of downtown, with the larger industries located on the east side of the tracks. In addition to this rail served industrial area, there are also two smaller business parks, as well as the former Oakdale Mill, furniture related facilities near Business 85, and several other isolated industrial campuses in the Town's jurisdiction.

▼ Map 6 Generalized Land Use



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CURRENT ZONING MAP

Jamestown has eleven zoning district classifications and these are shown in Map 7. As some of these are quite specific in terms of density and character, they can be condensed into five generalized types of zoning for the sake of analysis: residential, commercial, civic, agricultural / recreational, and industrial. Similar to the generalized land use data, residential districts account for the largest portion (47%) of zoned areas and commercial districts account for the smallest portion of the zoned area (3%). Residential districts include Single Family Residential, Multi-Family Residential, and Residential / Main Street Transition. Commercial zoning districts include Commercial / Main Street Transition, Main Street, Commercial, and Bypass. The only other zoning districts which were grouped collectively for the purpose of analysis are the Agriculture and Parks and Recreation districts.

▼ Figure 32 Generalized Zoning Composition
Source: Town of Jamestown

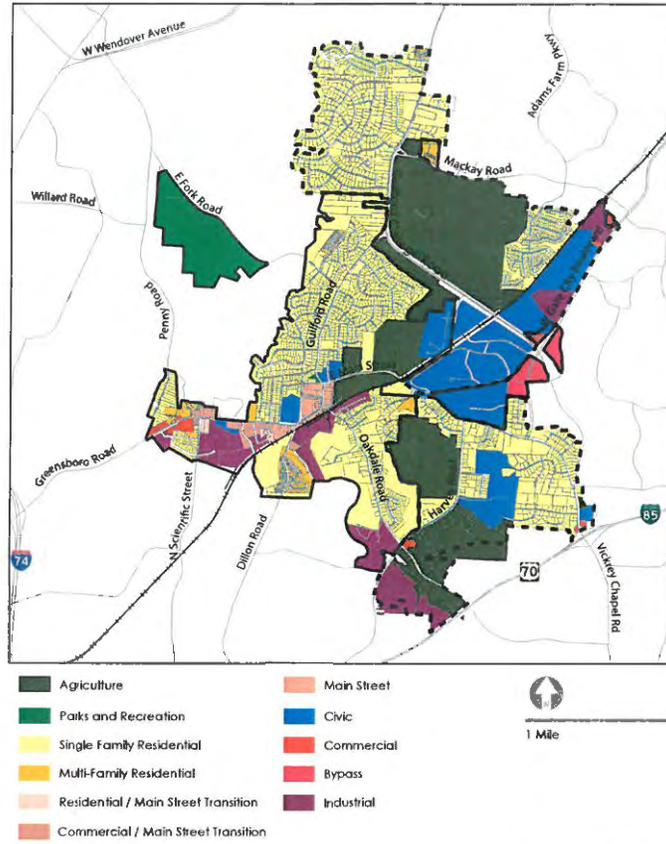
GENERALIZED ZONING	AREA	PERCENT OF TOTAL AREA
Residential Districts	1,830 Acres	47%
Agricultural / Recreational Districts	1,168 Acres	30%
Civic Districts	521 Acres	13%
Industrial Districts	260 Acres	7%
Commercial Districts	124 Acres	3%

During the development of the plan, the Town also adopted a new Planned Unit Development district that is intended to be used as a tool to permit the design and development of innovative and integrated neighborhoods on a larger scale than can be adequately regulated by the conventional regulatory structure of the general zoning districts. Such developments will typically include a wider range of housing types than is typically seen in most conventional residential developments, and will generally include some nonresidential uses in a centralized area that is connected to the overall development. Planned Unit Developments also will typically include an integrated transportation network, with robust facilities provided for bicyclist and pedestrians, along with significant amounts of open space and recreational amenities.

CORRIDOR OVERLAYS

In addition to the eleven general zoning districts, the Town has three corridor overlays: the Bypass, the Gateway Scenic Overlay, and the Rural Scenic Overlay. These are all shown on Map 8. The overlays include development standards such as use, dimension, and landscaping requirements, predominantly to ensure the protection of these roadways and their aesthetic qualities.

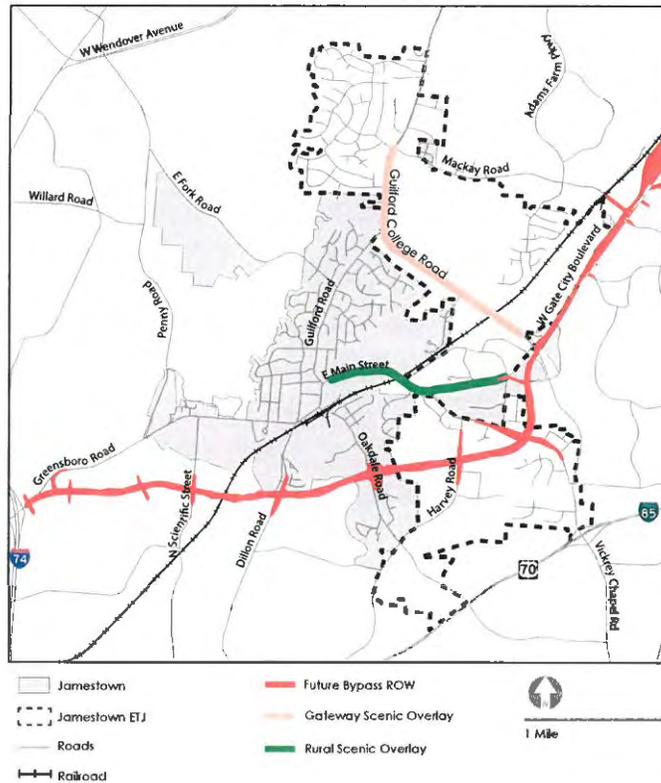
▼ Map 7 Adopted Zoning Map



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▼ Map 8 Corridor Overlays

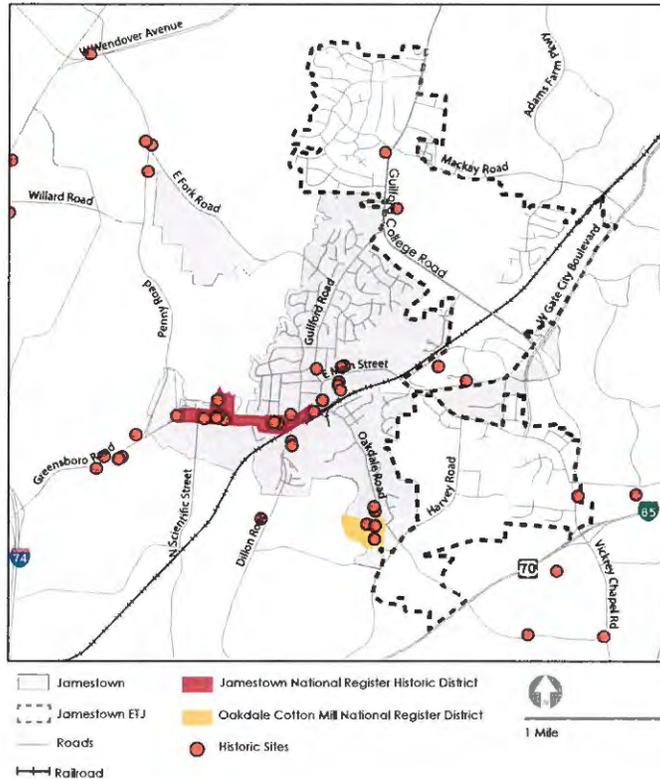


HISTORIC ASSETS

The Town has a number of historic assets, as illustrated in Map 9. In total, there are 26 historic assets (primarily buildings), in addition to two historic districts which appear on the National Register. The Oakdale Cotton Mill and Village is one district while an area generally described as the Mendenhall Homeplace is the other. The Mendenhall Homeplace district includes the Mendenhall Homeplace as it is demarcated today, as well as both sides of West Main Street from the Town limits to Ragsdale Road, just south of downtown. This was the full extent of the original homestead. Though the historic assets are dispersed throughout the Town and ETJ, there are large concentrations of historic resources in the two historic districts, as well as along Main Street in general. The full list of identified historic resources includes:

- Bundy House
- Coffin House #1
- Coffin House #2
- Frazier House
- Futrell - Mackay - Armstrong House
- Gas Station
- Guilford Technical College
- Jamestown Friends Meeting
- Jamestown Public School (former)
- Johnson House
- Lindsay Medical School
- Mackay - Armstrong - Thornton House
- Mendenhall Homeplace
- Mendenhall Store
- Oakdale Cotton Mill
- Oakdale Cotton Mill Village
- Oakdale Mill Superintendent House
- Oakdale School
- Oakdale Store
- Potter Log House Site
- Potter's Mill House
- Ragsdale Barn
- Ragsdale Carriage House
- Ragsdale Cook's House
- Ragsdale House
- Ragsdale Tenant House

▼ Map 9 Historic Assets



INFRASTRUCTURE

TRANSPORTATION NETWORK

The road network in the Town has an extremely loose grid in the neighborhoods, though the main corridors are not gridded at all. The primary roads include Guilford College Road, Guilford Road, Main Street, and Oakdale Road. These all intersect, often times at irregular geometries, and they connect the town to Greensboro to the north, High Point to the south and west, and Business 85 and Interstate 85 to the southeast. These primary roads are owned and maintained by the North Carolina Department of Transportation, though the Town does own and maintain some of the smaller, local roads.

Currently, there are sidewalks along Guilford Road and Guilford College Road, as well as along portions of Main Street and a few of the neighborhoods streets. West Main Street has sidewalks on at least one side of the road and East Main Street recently saw a sidewalk extended from downtown to the railroad bridge. Similarly, Oakdale Road and the remaining local streets lack sidewalk connections. This is an effort that the Town has been working on, as they are currently expanding sidewalk connections and intend to continue to do this into the future, as shown in the planned improvement maps in this section. In fact, the Town recently opened a new pedestrian bridge along E Fork Road. While there are not any bike lanes in the Town, there are a couple of designated on-street bike routes, as well as recreational trails, including connections to GTCC and an extensive unpaved trail system in the Piedmont Environmental Center.

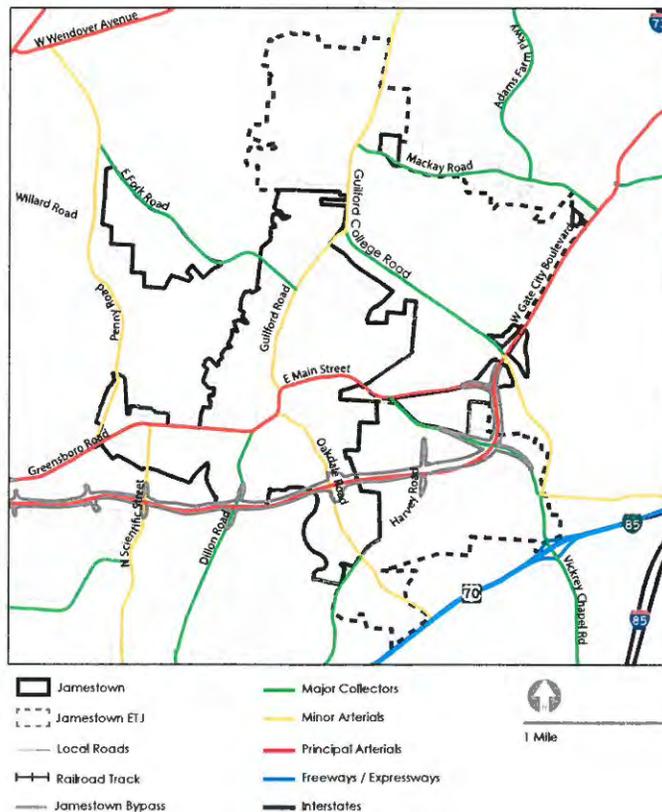
ROADWAY FUNCTIONAL CLASSIFICATION

The functional classification of roadways in and around the Study Area are shown in Map 10. All of the light gray roads are local streets, while the remainder of the roads are NCDOT-maintained roadways. Those shown as green on the map are major collectors, which connect local streets with arterial roadways. The streets shown in yellow are minor arterials and those shown in red are principal arterials. Arterial roadways include multi-lane highways and other roadways which supplement the interstate system. Minor arterials are generally smaller than principal arterials, though they both provide significant connections for the system overall. The blue line (Business - 85) is a freeway / expressway, and the bold black lines are interstate roads (Interstate 85 and Interstate 73 on the edges of the map). The dark gray border also displays the portion of the Jamestown Bypass which has been constructed to date.

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COMPREHENSIVE PLAN | 71

▼ Map 10 Functional Classification



TRANSPORTATION CRASH / SAFETY DATA

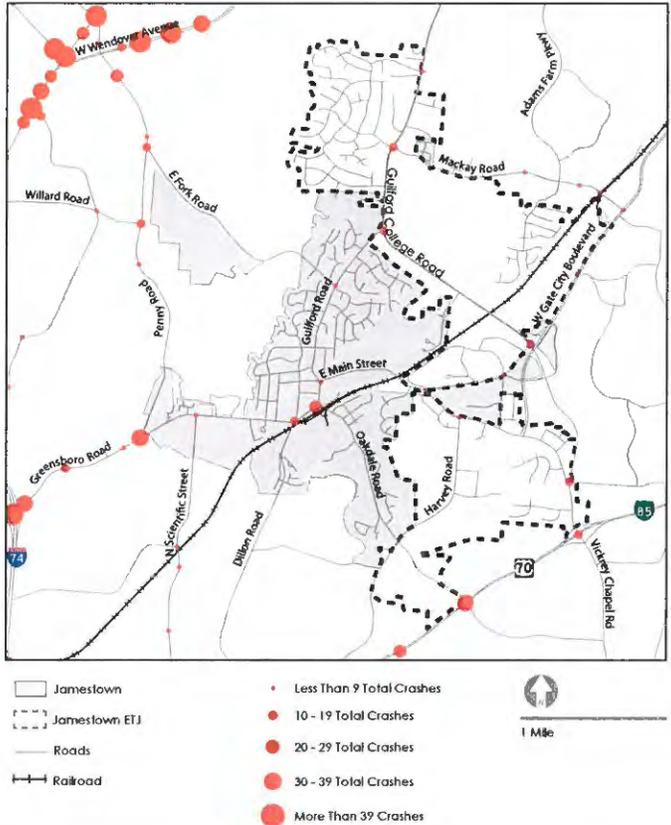
Maps 10, 11, and 12 display vehicle, pedestrian, and bicycle crash data in the Town in recent years. This data is useful in helping to identify areas where there are safety issues that may be resolved through improvements to the transportation infrastructure, the addition or modification of signals, or instituting regulatory changes, such as modifying speed limits or prohibiting turning movements. By identifying the location and severity of vehicular, bicycle, and pedestrian incidents, support can be built for funding improvements or making necessary regulatory changes.

The vehicular crash data is focused on the major intersection in and around Jamestown. Within Town, the majority of vehicular crashes have been occurring on Main Street, with the Penny Road and Oakdale Road intersections seeing the highest number of crashes along the corridor. The Guilford Road and Dillon Road intersections also saw a relatively large number of crashes during the period covered by this data (2014-18). Given the relative volume and lower speed of Main Street, it appears that the corridor has a larger number of incidents than would be expected. Other areas of potential concern are the Oakdale Road intersection with Business 85 and the three major intersections along the Guilford College Road corridor - Mackay Road, Guilford Road and Gate City Boulevard.

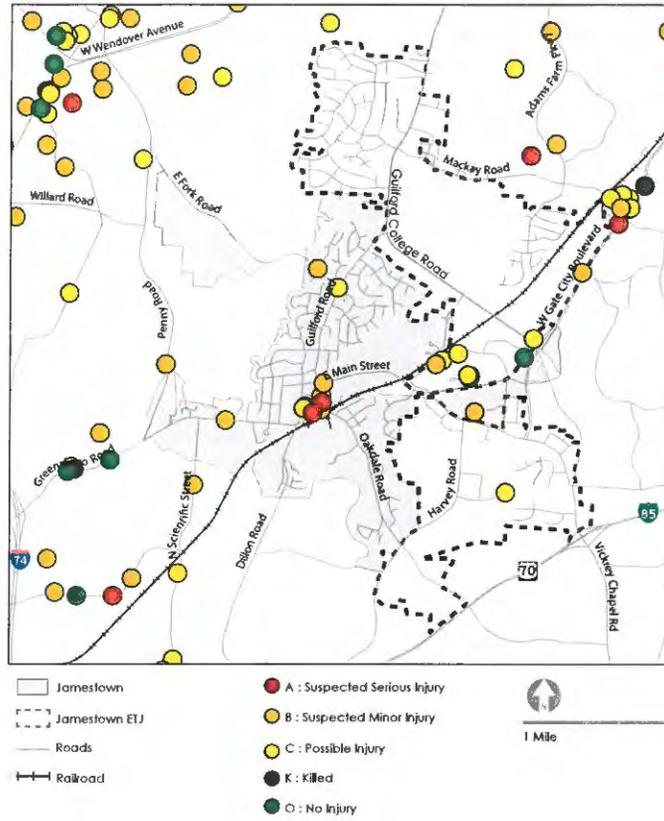
Within the study area, pedestrian crashes were heavily concentrated during the period of data availability (2007-18) in along Main Street in downtown Jamestown from Dillon Road to Guilford Road. This corridor, which features a 35 MPH speed limit is heavily traversed by pedestrians patronizing downtown businesses, and the combination of a high permissive speed, sight distance limitations, awkward intersection angles, and frequent curb cuts make the corridor somewhat dangerous for pedestrians.

While Jamestown is a prime destination for cyclists from throughout the region, there were relatively few identified bicycle crashes during the same period as compared to pedestrian crashes. Although there is a lack of designated bicycle lanes, cyclists in Jamestown tend to be more experienced, and perhaps more aware of potential hazards than the cycling public at-large. The high speeds and lack of bicycle infrastructure on Guilford College Road - a popular cycling route for road bikers, has led to a concentration of incidents along that corridor from the northern edge of Cedarwood to Guilford Road.

▼ Map 11 Vehicle Crashes by Intersection (2014 - 2018)



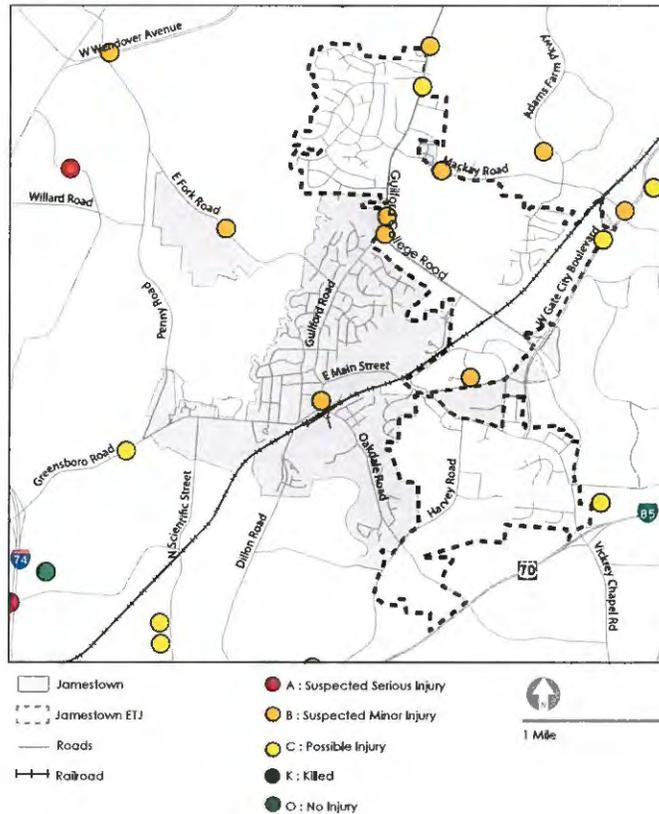
▼ Map 12 Pedestrian Crash Data (2007-2018)



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▼ Map 13 Bicycle Crash Data (2007-2018)

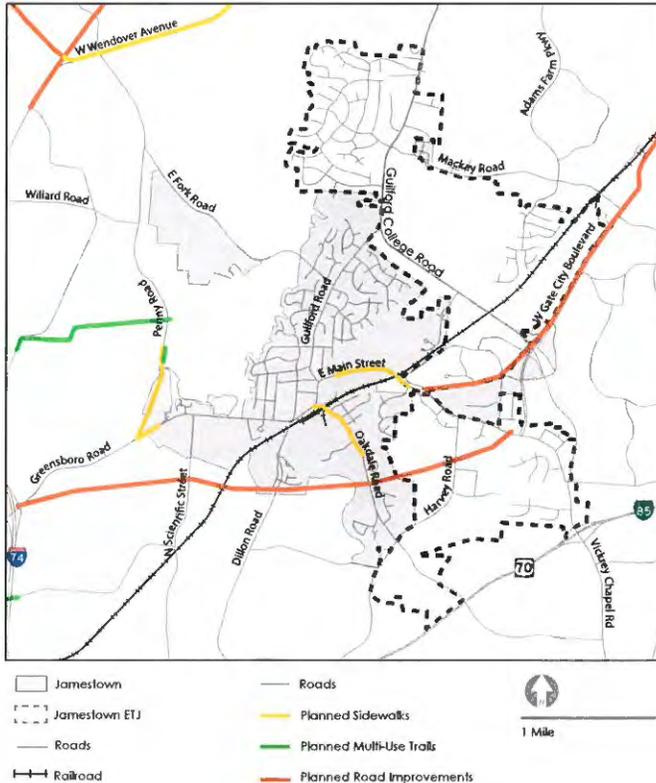


PLANNED TRANSPORTATION IMPROVEMENTS

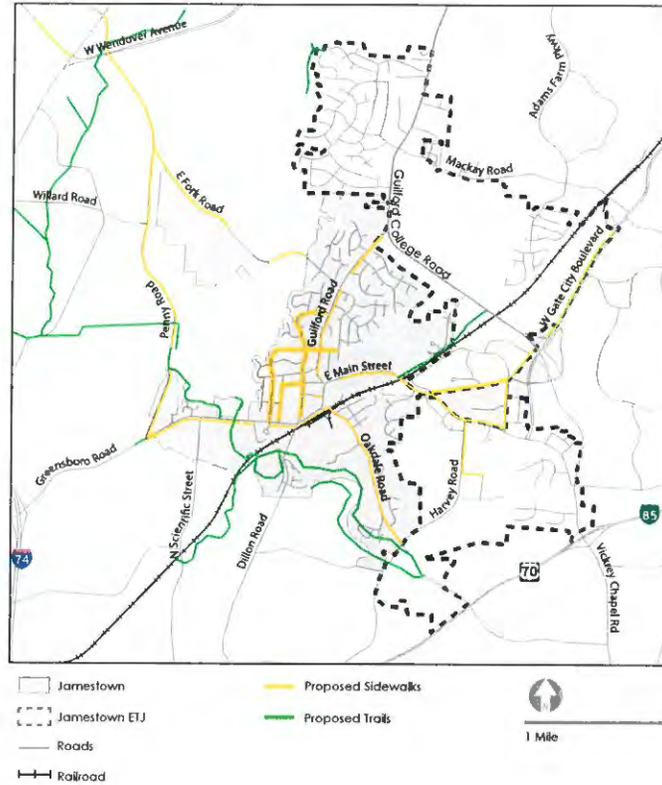
The North Carolina Department of Transportation develops a State Transportation Improvement Program (STIP) which outlines the planned and funded transportation improvements which are scheduled for implementation over the next decade. There are a few projects scheduled for completion in Jamestown between 2020 and 2029 and these are shown in Map 13. The projects include road improvements, sidewalk construction, and multi-use paths. Some of these are already under construction, including the Jamestown Bypass. The STIP also includes new sidewalks, as shown in yellow on Map 14. Similar to the road improvements, a couple of these are already in progress, including Oakdale Road sidewalks from Main Street to Chimney Court, as well as on Main Street from Town Hall to GTCC. The STIP also calls for constructing sidewalks on Penny Road from the existing sidewalk to Main Street. Lastly, the STIP identified a multi-use trail on the edge of the Deep River Greenway just west of Penny Road.

In addition to the pedestrian improvements designated in NCDOT's State Transportation Improvement Program, the Town has a Pedestrian Transportation Plan from 2010 which is still being implemented, but due for an update in the near future. The sidewalks and trails proposed in the Pedestrian Plan are shown in Map 15 and these include filling the gaps of sidewalk on Guilford Road and Main Street, developing sidewalks along Oakdale Road and East Main Street, and building a number of sidewalks on local streets. These sidewalks are all shown in yellow on the map. Additionally, the plan included multi-use trails, which are shown in green. These would connect from Lydia's Bridge to Guilford College Road and from High Point City Lake Park to Penny Road, along High Point Lake.

▼ Map 14 State Transportation Improvement Program (2020 - 2029)



▼ Map 15 Proposed Improvements - 2010 Pedestrian Transportation Plan



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COMPREHENSIVE PLAN | 79

WATER SYSTEM

The Town's water system is displayed on Map 16 on the following page. Nearly all of the area within the corporate limits of the Town is served by the municipal water system, with some minor exceptions. Though not shown on this map, the Town did recently extend water service to the new shopping center at Grandover Village. Additionally, the Town provides water service to portions of its extraterritorial jurisdiction. Most of the residential land north of Town and west of Guilford College Road, including the Cedarwood subdivision are serviced by the Town's water system. A water line runs from Cedarwood to Adams Farm Parkway, along Mackay Road, where it provides service to the southern portion of the Adams Farm subdivision. The Town also provides water service along some portions of East Main Street outside of the Town limits, as well as to residential areas off Harvey Road in the southern portion of the ETJ.

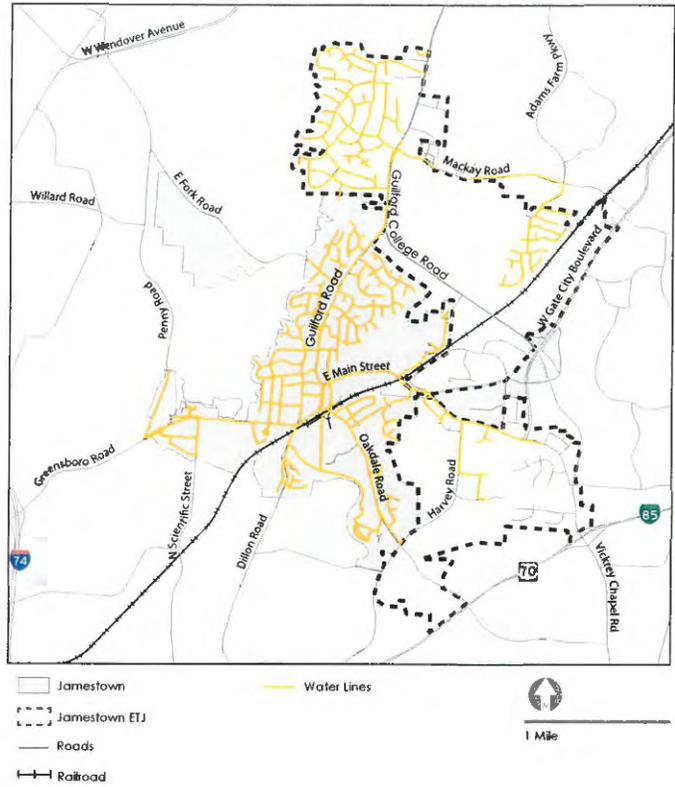
The Town receives its treated drinking water through the Piedmont Triad Regional Water Authority, which owns the Randleman Reservoir in central Randolph County. Jamestown is a member of this organization and owns a share of the reservoir through its membership. Water supplied from the reservoir to Jamestown's system flows through Greensboro and High Point with major interconnections to each system that provide a reliable and redundant supply of water to the system.

SEWER SYSTEM

The Town's sewer system is displayed in Map 17. Sewer mimics much of the same service area as water, though it does extend a bit farther in a few areas. Generally speaking, sewer is available throughout the entire Town, excluding the Jamestown Park Golf Course. Sewer extends to some of the same areas of the extraterritorial jurisdiction as the water system, providing services to the new Publix shopping center, Guilford Technical Community College, Cedarwood and Adams Farm. There is limited service to other portions of the ETJ, with Jamestown Middle School being one of the few large customers in the southern/ eastern portion of the ETJ.

The Town is a capital owner in the City of High Point's Eastside Wastewater Treatment Plant. All wastewater flows from Jamestown go through the plant via a main transmission line and pump station system along the Deep River. Future expansions of capacity at the plant that would permit additional flows to accommodate growth will require a coordinated partnership with the City of High Point, and, possibly, the City of Archdale which also owns a share of the plant.

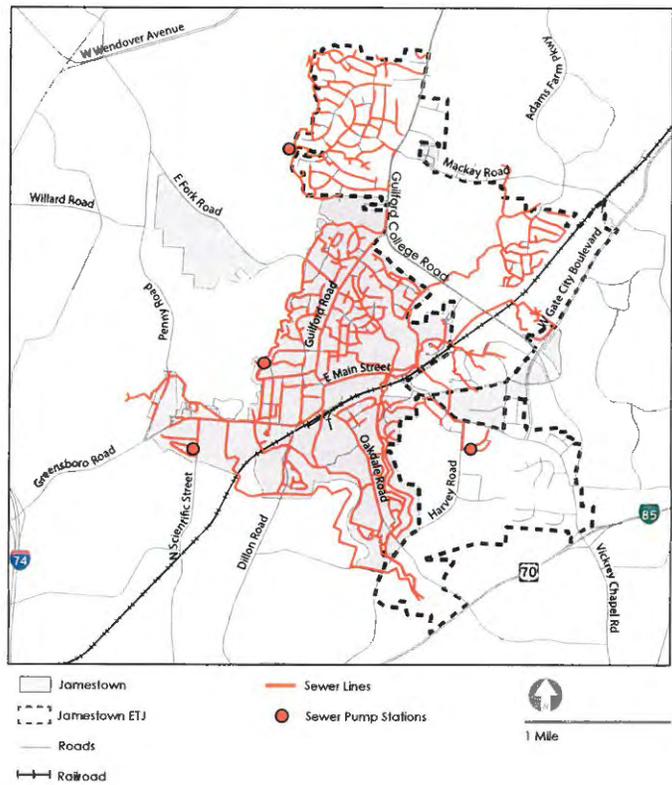
▼ Map 16 Water System



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COMPREHENSIVE PLAN | 81

▼ Map 17 Sewer System



ENVIRONMENTAL CONSTRAINTS

FLOOD HAZARD AREAS

There are two major sources of flood hazard present within the study area. The Deep River, including the dammed portion of the river that forms High Point City Lake is situated along the western edge of Town, and runs generally along the southwestern boundary of the town to the southern edge of the ETJ. The flood hazard associated with the southern reaches of the Deep River are related to both the potential from runoff to swell the river, which is kept at a somewhat higher elevation by the Oakdale Mill dam, as well as the hazard associated with the flooding potential from the dam at High Point City Lake. The second area of major flood hazard potential is along Bull Run Creek, which runs from north to south in the eastern part of Jamestown to its confluence with the Deep River south of Oakdale Mill.

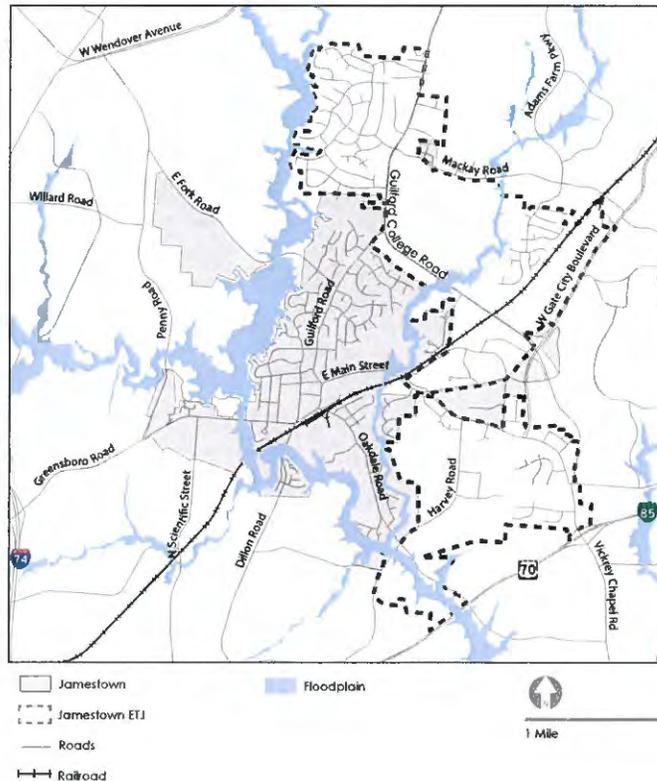
Development within these flood hazard areas is regulated to limit the exposure of lives and property to flooding incidents. While the preservation of these areas as natural open spaces provides some limitation to new development, the areas that fall within floodplains will generally coincide with required riparian buffers for stormwater and water supply watershed protection. The enactment of local flood damage prevention regulations also allows the community access to the National Flood Insurance Program, which subsidizes flood insurance in communities that comply with FEMA / State flood damage prevention requirements.

WATER SUPPLY WATERSHEDS

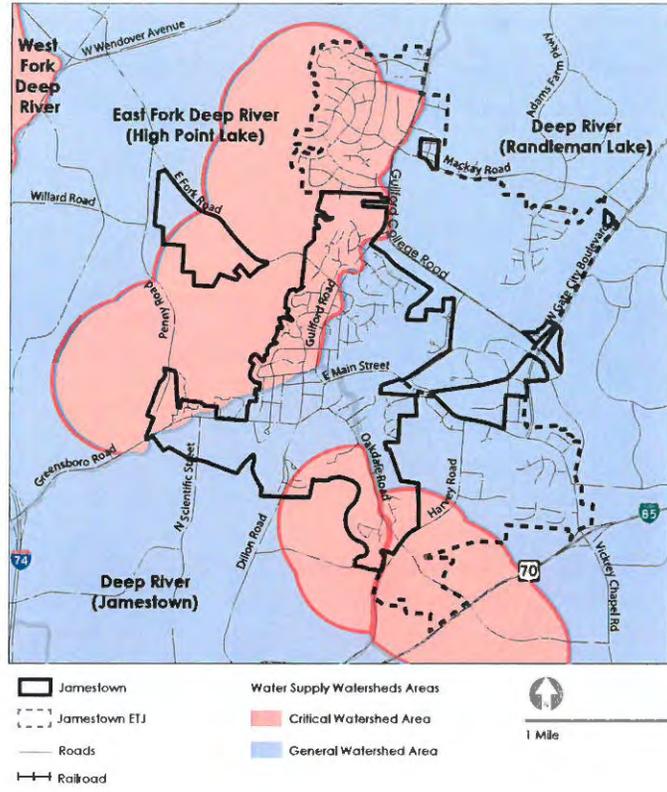
The Town and its ETJ fall within three water supply watersheds, as shown in Map 19. These include the East Fork Deep River (High Point Lake) Watershed, the Deep River (Randleman Lake) Watershed, and the Deep River (Jamestown) Watershed. All of the watersheds are classified as WS - IV (Water Supply - IV - Highly Developed). The areas shown in red on the map are "critical" watershed areas, which are intended to protect areas immediately adjacent to drinking water sources, while the remainder of the area, shown in blue on the map, is the "balance" of the watershed area - essentially anything outside of the critical areas.

Local governments are mandated by the state to adopt and enforce development regulations within water supply watersheds. These primarily take the form of residential density and/or impervious surface area limitations. Within critical watershed areas, allowances for impervious surfaces and required riparian setbacks are more strict than within the balance of the watershed area. Additional use restrictions also apply for certain types of development that have greater potential to pollute surface waters if accidental discharges occur. The use of watershed density averaging is generally permitted, allowing property owners to transfer density or impervious surfaces between parcels in the same watershed in exchange for the permanent conservation of "sending" properties.

▼ Map 18 Floodplains



Map 19 Water Supply Watersheds



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COMPREHENSIVE PLAN | 85



MOVING FORWARD



SECTION 5: MOVING FORWARD

IMPLEMENTING THE PLAN

With the Envision Jamestown Comprehensive Plan adopted, it is now time to move forward with implementing the Vision through the underlying Guiding Principles, the supporting objectives, and, of course, the Future Land Use policy framework. This plan is grounded in the community input that was received during the planning process and the analyses that were performed of the data that form the basis of our understanding of the community. The process, ideas, information, and proposed policies were vetted by the Comprehensive Plan Steering Committee throughout the development of the plan. Taken together, the public input and close oversight of the plan development process have produced a plan with broad community support that will serve the Town of Jamestown for years to come as it seizes the coming opportunities to build upon the strong foundation that past generations have built as it seeks to implement the community's vision for the future.

Plan implementation will take many forms, including the adoption of policies, budgeting for new programs and capital improvements, creating new plans to address specific issues identified in the comprehensive plan, and updates to ordinances and regulations. To that end, the Comprehensive Plan will serve as a guide for elected and appointed officials, Town staff, residents, business and property owners, and those with development interests in the community. The plan will help to guide their actions and ensure that there is clarity as to the desired path forward. In particular, land use decisions will be guided by the plan, as it must be consulted for consistency each time a major policy decision is made.

MONITORING AND UPDATING THE PLAN

For the plan to remain effective and relevant to current conditions, it must be regularly monitored and maintained through reviews and, as necessary, updates to the data and policy recommendations that it contains. A best practice that can be implemented in Jamestown is for the Planning Board to undertake regular reviews of the plan on an annual basis following its adoption, and make any recommendations for updates to the Town Council that it feels may be necessary based on progress toward implementation and changing conditions in the community. More thorough updates to the plan should be undertaken every 5-10 years, at most, to ensure that there are opportunities for the community as a whole to engage in a broader planning process that reassesses the vision and other aspects of the plan to account for ongoing changes in the makeup of the community and the values of its residents. If properly maintained and updated regularly, the Comprehensive Plan will serve as a foundational element of every aspect of the community, and help to maintain a clear and consistent direction as the Town moves forward toward realizing its vision for the future.

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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: Status Report on Code Enforcement Violations

AGENDA ITEM #: VII-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Dave Treme, Interim Town Manager

SUMMARY:

Brandon Emory with Alliance Code Enforcement (ACE) will present a quarterly status report on code enforcement violations to the Town Council.

ATTACHMENTS: ACE Quarterly Report

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:



PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Quarterly Report
Town of Jamestown

Updated
October 12, 2021

ANSWER KEY

MH - Minimum Housing / **OL** - Overgrown Lot / **JV** - Junk Vehicle / **JP** - Junk Pile /
AWG - Abandoned White Goods / **AC** - Animal Complaint / **ZV** - Zoning Violation

ADDRESS	VIOLATION	STATUS
217 Cloverbrook Dr	MH/OL	OPEN
506 Forestdale Dr	JV/JP	ABATED
509 Forestdale Dr	JP	ABATED
302 N Scientific St	MH/OL	ABATED
105 Kearns St	JV	ABATED
112 Kearns St	JP/OL	ABATED
118 Kearns St	JV/JP/OL	OPEN
118 Robbins Ave	MH/JV/OL	OPEN
116 Robbins Ave	MH/JV/JP/OL	OPEN
214 N Scientific St	MH/OL	OPEN
Guilford College Rd/Cedarwood Dr	ZV	ABATED
4705 Vickrey Chapel Rd	ZV/AC	ABATED
100 Monticello Dr	MH/JP/OL	OPEN
6405 Adna Ln	JV/JP	OPEN
6402 & 6400 Adna Ln	JV/JP	OPEN
211 Yorkleigh Ln	JP	OPEN
Guilford College Rd/Main St	ZV	ABATED
200 Jackson St	JV/JP/OL	ABATED
208 Lee St	OL	ABATED
300 Lee St	OL	ABATED
4700 Hollister Dr	AC	ABATED
4314 Vickrey Chapel Rd	JV/JP/OL	ABATED
4312 Vickrey Chapel Rd	JP	ABATED
Vickrey Chapel Rd/Main St	JV	ABATED
713 W Main St	JP/ZV	ABATED



PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Quarterly Report
Town of Jamestown

Updated
October 12, 2021

107 Knollwood Dr	JV	ABATED
110 Byrnwood Dr	JV	ABATED
124 Gannaway St	JV	ABATED
113 Kearns St	MH/OL/JV/JP	OPEN
105 Rear Newberry Ct (Hamlin Ct side)	MH/OL	OPEN
101 Newberry St	JP/AWG	ABATED
Gannaway St	ZV	ABATED
608 Havershire Dr	ZV	ABATED
Oakdale Mill	MH/JP/JV/OL	OPEN
204 Forestdale Dr	OL/JP	ABATED
112 Penny Rd	MH/JP/OL	OPEN
101 Newberry St	OL/JP/AWG	ABATED
233 Shadowlawn Dr	OL	ABATED
113 Robbins Ave	OL	ABATED
203 Jackson St	JV	ABATED
200 Forestdale Dr	MH	ABATED
115 E Main St	ZV	ABATED
Main St	ZV	ABATED
4709 Hollister Dr	JV/JP/OL	OPEN
610 W Main St	JP	OPEN
Main St/Guilford College Rd	ZV	ABATED
4711 Vickrey Chapel Rd	JP	OPEN
4711 Hollister Dr	JP	OPEN
204 Mendenhall Rd	JP/MH	OPEN
4700 Hollister Dr	ZV	ABATED
713 W Main St	JP	OPEN



Alliance Code
Enforcement LLC

Quarterly Report
Town of Jamestown

Updated
October 12, 2021

HIGHLIGHTS

- Significant progress has been made and pace has been maintained based working 2 days a week.
- Citizen Complaints are able to be received & inspected right away.
- 32 cases were abated.
- 8 Hearings were held with 9 more scheduled.
- 87 nuisance signs were picked up.
- Parking issues have been addressed & resolved on Gannaway St. Notices were posted on all properties and numerous in person or phone follow ups were conducted.
- A meeting was held with the owners on Adna Ln. Considerable cleanup has taken place and continues with the properties.
- Numerous meetings were held with the occupants of 211 Yorkleigh Ln with significant progress being made with the property appearing 95% abated.
- Numerous meetings were held with the owner of 204 Forestdale Dr, Du Energy, and tree service companies. Ultimately, after beseeching the owner they had the dangerous tree removed.
- Complaints were received for nuisance cars parked in the roadway Forestdale. We met with the owner and spoke about the issues. She advised that one belonged to her daughter, but the other wouldn't start & she did not know what to do with it. We set a time to meet with her again and brought a jump box. With her consent, we were able to get the vehicle started and back into the driveway for her. Additionally, the other vehicle was removed by the owner after we spoke with them.
- After following up with Guilford County Tax Office, 100 Monticello Dr was added to the foreclosure list and will be set for auction.
- A complaint was received in reference to a boat parked in the roadway. Upon inspection, we spoke with the owner and assisted them with locating a storage lot for it to be parked. Their driveway would not allow such a large vessel, and they had no idea what to do with it.
- I met with the property manager at Oakdale Mill, and I walked her through the violations present. They have already started to make progress.
- We've met with and continue to meet with residents throughout the Town to listen to their concerns with certain properties and their praises for the accomplishments that are being made.



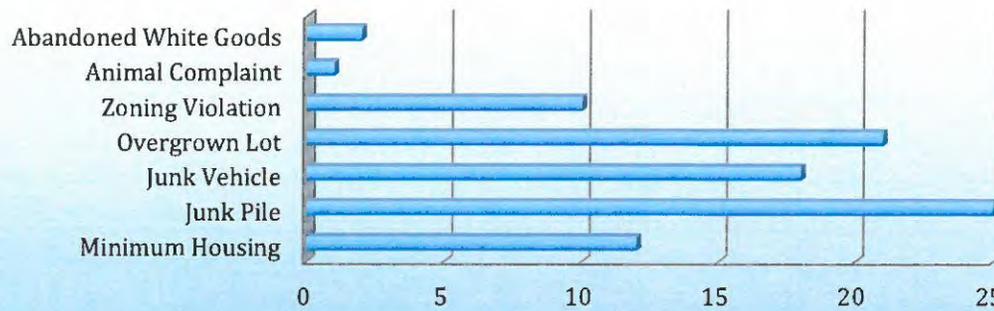
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Alliance Code
Enforcement LLC

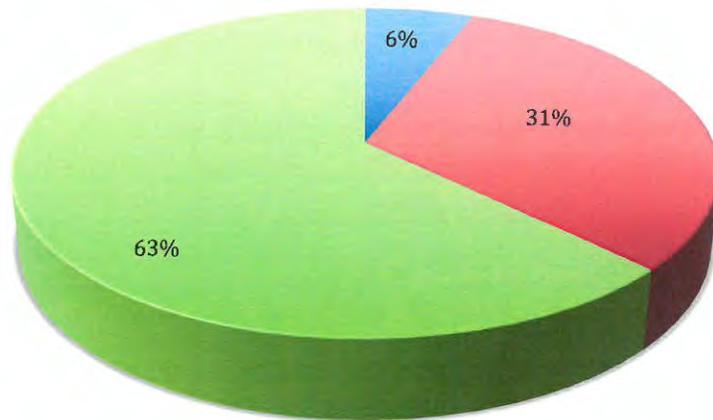
Quarterly Report
Town of Jamestown

Updated
October 12, 2021

Violations by the Numbers



	Minimum Housing	Junk Pile	Junk Vehicle	Overgrown Lot	Zoning Violation	Animal Complaint	Abandoned White Goods
Violations by the Numbers	12	25	18	21	10	1	2



Total Cases - 51

Abated - 32

Unfounded - 0

Open In Progress - 16

New/No Progress - 3

■ OPEN - NEW/NO PROGRESS
 ■ OPEN - IN PROGRESS
 ■ ABATED
 ■ UNFOUNDED

Mayor
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Town Attorney
Beth Koonce



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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Consideration of budget amendment & contract amendment for ACE. AGENDA ITEM #: VII-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: Oct. 19, 2021

ESTIMATED TIME FOR DISCUSSION: 5 min.

DEPARTMENT: Administration

CONTACT PERSON: Dave Treme, Interim Town Manager

SUMMARY:

Alliance Code Enforcement (ACE) was contracted on a trial basis beginning in the FY 21-22 budget cycle. Staff have been impressed with the services provided by Mr. Emory and his staff over the past 3 months. The staff recommends continuing the relationship with ACE by amending the contract to provide a budget for services to continue through June 30, 2022.

ATTACHMENTS: Contract amendment, budget amendment #10

RECOMMENDATION/ACTION NEEDED: Adopt budget amendment #10 and the contract amendment as presented.

BUDGETARY IMPACT: Approximately \$20,000

SUGGESTED MOTION: Move to adopt budget amendment #10 and the contract amendment as presented.

FOLLOW UP ACTION NEEDED:



Alliance Code Enforcement LLC

Town of Jamestown, NC

RE: Contract Amendment

October 12, 2021

Amendment Action: Based on the Town Budget Amendment adding an additional \$20,000 to the code enforcement budget, the total budget for FY 21/22 is \$30,000.00. This contract amendment will take the place of the current "FEE" portion of the active contract.

FEE: The hourly rate is based on the total number of hours worked. The contracted service will be at the rate of (\$35) thirty-five dollars per hour and not to exceed ~~(\$10,000) ten thousand~~ (\$30,000) thirty-thousand dollars unless authorized by the Town Manager. The hour will be broken into quarter hours. The time spent working will be rounded to the nearest quarter hour (e.g. a conference call takes forty-eight (48) minutes, the time would be rounded down to three-quarters of an hour or forty-five (45) minutes. Equally, if the conference call took fifty-seven (57) minutes, the time would be rounded up to one (1) hour). The hourly cap will never be exceeded unless authorized in writing by the Town Administrator or Authorized Designee. In certain instances, the hourly cap may not be reached. Any hours not used during a particular month or contract term may be carried over into the next pay period or contract term. At the end of the contract term the parties will make a final determination of the hours used and pay the party owed money at the contracted rate within thirty (30) days. (For example, if at the end of the contract term, the Town has a balance of ten unused hours that the Town has paid for; ACE will reimburse the Town for those hours.)

Brandon T. Emory, Owner, Alliance Code Enforcement LLC

10/12/2021

Date

Town Designee, Town of Jamestown

Date

FYE 6/30/22
BUDGET AMENDMENT #10

Fund 10:

a.	Other Contracted Services	10-4900-4900	20,000.00	
	Appropriated Fund Balance	10-3991		20,000.00

To increase budget for code enforcement through 6-30-22

Mayor
Lynn Montgomery



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

Town Attorney
Beth Koonce

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Golf Operations 1st Quarter Report

AGENDA ITEM #: VII-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: 10-19-2021

ESTIMATED TIME FOR DISCUSSION: 10 min

DEPARTMENT: Golf Course

CONTACT PERSON: Ross Sanderlin

SUMMARY:

First Quarter paid rounds of 9,278 was slightly down 9% compared to 2020; however, revenues for green fees remained the same.

Merchandise revenue remained the same in first quarter compared to last year.

Total Food and Beverage was up 14% this year compared to last and the clubhouse grill continues to be open 5 days a week and also open for daytime rentals of the Mendenhall room 7 days a week.

The Ladies Golf Association will conclude their season with golf and a luncheon on October 22nd and the Men's JGA will conclude their tournament schedule on November 6th.

ATTACHMENTS:

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Mayor
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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Jamestown Park & Golf Course Maintenance Report

AGENDA ITEM #: VII-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Golf Course Maintenance

CONTACT PERSON: Jamey Claybrook

SUMMARY:

Jamestown Park & Golf Course maintenance quarterly report is attached

ATTACHMENTS: Jamestown Park & Golf Course Quarterly Report

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Memorandum:

To: Mayor and Council

From: Jamey Claybrook, Golf Course Superintendent

Subject: Quarterly Report

Date: October 19, 2021

- As colder temperatures head our way, we are getting prepared for the first frost of the year. We are preparing by raising turf heights of cut on our tees, fairways, and greens. This will help ensure that our players have something to hit off when our bermuda grass goes dormant. We will begin to remove covers from storage building for greens and stage them in their proper areas around the golf course. We are also applying pre-emerge weed control wall to wall so we will be clean of weeds for the fall and winter months to come.
- We continue to work on irrigation leaks which is our biggest obstacle. Most of the time when leaks get fixed, we have more leaks that pop up on the same golfing hole because of past connections.
- We have several Canadian geese on the golf course property that make a mess everywhere. I plan on bringing a dog to the property that is trained to chase and harass geese so hopefully not so many of them will hang around.
- We have mulched areas around the golf course with wood chips that have been donated by surrounding trees companies where there was only dirt and rocks before. This will condition the soil for grass to grow as the chips decompose and moisture is kept near the ground. This will help produce smoother riding areas for our customer to ride their golf carts as well. We will continue to do this through the year as we get more free mulch chips.
- With colder temperatures coming it will give us an opportunity to remove several dead and dying trees around the golf course. There are several low hanging limbs that will be cut so grasses will grow under the tree as well. When we complete this the golf course will look much better with better playability.

- Fabric that was put in bunkers some time ago has begun to show. We will address this problem soon with more sand and remove or rebury fabric so our bunkers will look and play better.

Mayor
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Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Overview of Bicycle & Pedestrian Planning Initiative Grant Award

AGENDA ITEM #: VII-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Town Planner

SUMMARY:

The Town of Jamestown has been awarded the Bicycle and Pedestrian Planning Grant, as approved by the Board of Transportation.

The Comprehensive Bicycle and Pedestrian Plan will offer an assessment of the entire community, including an extensive existing conditions analysis, an approach for developing guidance and recommendations for varied aspects such as projects (short/mid/long-term), policy elements and programs, and strategies for implementation. This plan will replace and build off of the now 11-year old 2010 Pedestrian Plan.

A 10% local match of \$5,000 is required for the \$50,000 awarded grant.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: Budget Amendment #9, \$5,000 match.

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



Council Members
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John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Budget Amendment #9

AGENDA ITEM #: VII-F

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 5 minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

This budget amendment will budget for the required match for the Bicycle & Pedestrian Planning Initiative Grant Award.

ATTACHMENTS: Budget Amendment #9

RECOMMENDATION/ACTION NEEDED: Approve budget amendment #9

BUDGETARY IMPACT: \$5,000 increase in expenditures and appropriated fund balance

SUGGESTED MOTION: Approve budget amendment #9

FOLLOW UP ACTION NEEDED:

FYE 6/30/22
BUDGET AMENDMENT #9

Fund 10:

a. Other Contracted Services	10-4900-4900	5,000.00	
Appropriated Fund Balance	10-3991		5,000.00
To budget for match for bicycle / pedestrian grant			

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

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: NCDOT Projects

AGENDA ITEM #: VII-G

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Public Services

CONTACT PERSON: Paul Blanchard

SUMMARY:

The Town is working with NCDOT on several items.

Pedestrian signal head from Town Hall to Black Powder Smokehouse: NCDOT does not have adequate R/W to install a pedestrian signal head. They indicated the lack of a landing pad and the need for a handrail.

Gannaway Pedestrian Crossing: NCDOT has not evaluated it yet.

Mendenhall Homeplace Crosswalk: NCDOT made comments to the plans for the City Lake Park improvements, and we are awaiting changes from their consultant.

Guilford Road/East Fork Road Pedestrian Crossing: NCDOT has placed signage in addition to the tree trimming performed by the Town.

Oakdale Road closing: NCDOT will not close Oakdale Road as previously indicated. They will provide an on-site detour.

Drainage inlet in front of the Library: NCDOT will continue to use concrete inlets at that location - it will not be removed as mentioned previously.

E. Main Street Water Line Replacement from Dillon Rd to Teague Dr: NCDOT will determine the pavement repair requirements during review and compare with their resurfacing schedule.

E. Main Street Sidewalk Project: The contractor began work on September 27 in the railroad corridor. The storm drainage improvements are under construction, and the project should be substantially completed in November.

East Fork Road Pedestrian Bridge Project: We are awaiting final closeout of the project.

Oakdale Road Sidewalk: We are coordinating with NCDOT, and we have a meeting with them on October 15.

Penny Road Sidewalk: Future project.

East Fork Road Soccer Complex Overflow Lot: We are evaluating recommendations needed for additional parking, but a grassed area is already used for events.

Pedestrian Crossing on Millis Road: We forwarded a request to install a crosswalk on Millis Road to the elementary school.

Pedestrian Crossing at Haynes-Inman School: We forwarded a request for signage at the pedestrian crossing on Haynes Road.

ATTACHMENTS: none

RECOMMENDATION/ACTION NEEDED: none

BUDGETARY IMPACT: none

SUGGESTED MOTION: n/a

FOLLOW UP ACTION NEEDED: n/a

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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Manager Report

AGENDA ITEM #: VIII-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 19, 2021

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Dave Treme, Interim Town Manager

SUMMARY:

The Manager's Report for the October 19th Regular Town Council meeting is attached.

ATTACHMENTS: Manager Report for the October 19th Town Council Meeting

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Memorandum:

To: Mayor and Council

From: David W. Treme, Interim Town Manager

Subject: Monthly Report

Date: October 12, 2021

- As of October 1, 2021 the Town of Jamestown has begun recruiting for the position of Town Manager. The position will remain open until filled, with review of candidates beginning in November, 2021.
- The Town of Jamestown's vintage fire truck will be ready to go for the Rotary Christmas Parade.
- The Public Records Request Policy will be presented at the November meeting.
- Now that the final changes for the Recreation Maintenance Building have been completed by Town staff, the project will be forwarded to Guilford County for final approval.
- Town staff will attend a meeting with Pinecroft Sedgefield Fire Department next Wednesday to learn the results of the station location study.