



Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council
November 19, 2019
6:30 pm in the Council Chambers
Agenda

- I. **Call to Order-** Mayor Montgomery
 - A. Pledge of Allegiance
 - B. Moment of Silence
 - C. Approval of Agenda
- II. **Consent Agenda-**
 - A. Approval of minutes from the October 15, 2019 Regular meeting
 - B. Approval & Sealing of the October 15, 2019 Closed Session minutes
 - C. Proclamation National Native American Heritage Month
 - D. Analysis of financial position of the Town of Jamestown
 - E. Analysis of financial position of the Jamestown Park & Golf Course
- III. **Public Comment**
- IV. **Old Business-**
 - A. Update on Sidewalk Projects- Paul Blanchard, Public Services Director
- V. **New Business-**
 - A. Presentation of Comprehensive Annual Financial Report (CAFR) for fiscal year end June 30, 2019- John Frank, Dixon Hughes Goodman, LLP
 - B. Presentation on Parks & Recreation Master Plan- Rachel Cotter, RLA, McAdams Company
 - C. Discussion of the 2020 Town Council Retreat- Kenny Cole, Town Manager
 - D. Request to set a public hearing date to consider a text amendment to the Land Development Ordinance (LDO) that would add Planned Unit Development (PUD) as a new zoning district- Matthew Johnson, Assistant Manager/Director of Planning
 - E. Request for sewer service at property located at 6311 Hickory Hollow Road- Paul Blanchard, Public Services Director
- VI. **Manager/Committee Reports-**
 - A. Manager Report- Kenny Cole, Town Manager
 - B. Council Member Committee Reports
- VII. **Public Comment**
- VIII. **Other Business**
- IX. **Closed Session Per General Statutes 143-318.11(a)(3) to discuss matters related to Attorney Client Privilege**
- X. **Adjournment**

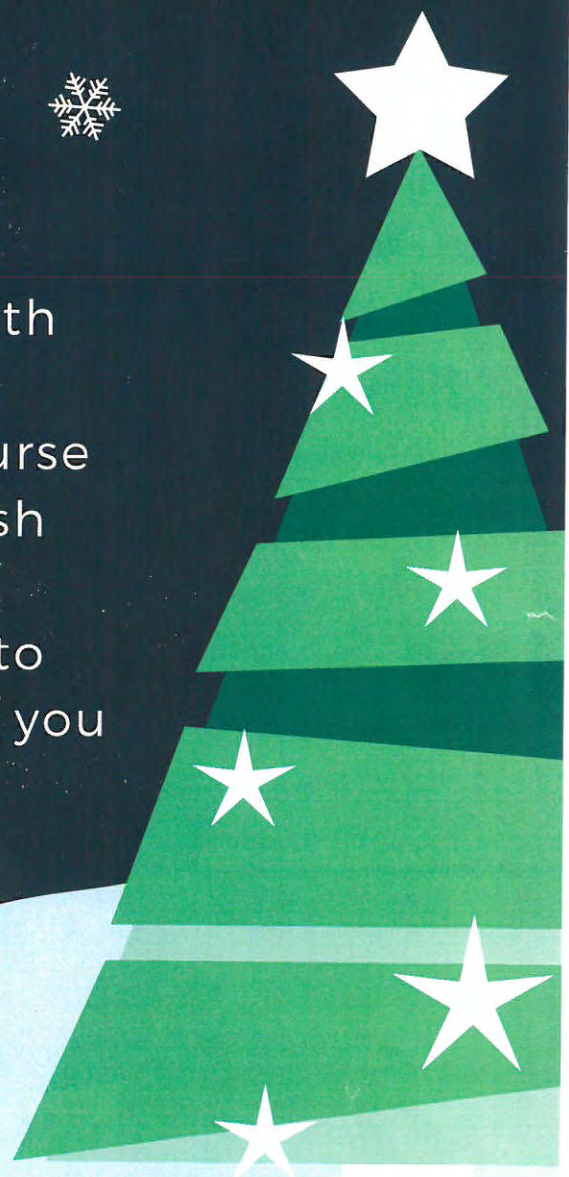
Working Agenda for the November 19, 2019 Regular Town Council Meeting

Tentative Time Line	Agenda Item	Responsible Party	Action required by the Town Council
6:30 pm	I. Call to Order	Mayor Montgomery	Mayor Montgomery to call the meeting to order. Mayor Montgomery to present introduction for the meeting.
6:30 pm	A. Pledge of Allegiance	Mayor Montgomery	Mayor Montgomery to request that the Jamestown Veterans Committee lead everyone in the Pledge of Allegiance.
6:30 pm	B. Moment of Silence	Mayor Montgomery	Mayor Montgomery to call for a moment of silence
6:30 pm	C. 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.
6:35 pm	II. Consent Agenda		
6:35 pm	A. Approval of minutes from the October 15, 2019 meeting B. Approval & Sealing of the October 15, 2019 Closed Session C. Proclamation National Native American Heritage Month D. Analysis of financial position of the Town of Jamestown E. Analysis of financial position of the Park & Golf Course		Council Member makes a motion to approve the consent agenda. Council Member makes a second to the motion. Then vote.
6:35 pm	III. Public Comment		Please state your name and address and adhere to the 3 minute limit.
6:50 pm	IV. Old Business		
6:50 pm	A. Update on Sidewalk Projects	Call on P. Blanchard	Blanchard to update Council on the ongoing sidewalk projects.
7:00 pm	V. New Business		
7:00 pm	A. Presentation of CAFR for fiscal year end June 30, 2019	Call on J. Gallman	Gallman to introduce John Frank from Dixon Hughes Goodman. Frank to present an overview of the Comprehensive Annual Financial Report (CAFR) for fiscal year end June 30, 2019.
7:10 pm	B. Presentation on Parks & Rec Master Plan	Call on M. Johnson	Johnson to introduce Rachel Cotter from McAdams Company. Cotter to give Council an overview of the Parks and Recreation Master Plan.
7:20 pm	C. Discussion of the 2020 Town Council Retreat	Call on K. Cole	Cole to request that Council set a date for the retreat in January. Council Member make a motion to set January 18 th or January 25 th as the date for the 2020 Town Council Retreat. Council Member makes a second to the motion. Then vote.
7:30 pm	D. Request to set PH date to consider PUD amendment	Call on M. Johnson	Johnson to request that Council set a public hearing date for the January 21 st Town Council meeting. Council Member makes a motion to set a public hearing date for the consideration of a text amendment to the LDO for Planned Unit Development (PUD) for the January 21 st Town Council meeting. Council Member makes a second to the motion. Then vote.
7:35 pm	E. Request for sewer service at property located at 6311 Hickory Hollow Road	Call on P. Blanchard	Blanchard to give Council an overview of the request for sewer service. Council Member makes a motion to approve/deny the request for sewer service at the property located at 6311 Hickory Hollow Road. Council Member makes a second to the motion. Then vote.
7:45 pm	VI. Manager/Committee Reports		
7:45 pm	A. Manager Report	Call on K. Cole	Cole to present his monthly Manager’s Report to Council.
7:50 pm	B. Council Member Committee Reports	Call on K. Cole	Cole to request that Council Members give an update on any Committees they serve on.
8:00 pm	VII. Public Comment		Please state your name and address and adhere to the 3 minute time limit
8:15 pm	VIII. Other Business		
8:20 pm	IX. Closed Session		Council Member makes a motion to go into Closed Session per General Statutes 143-318(a)(3) to discuss matters relating to attorney client privilege. Council Member makes a second to the motion. Then Vote. After Closed Session, Council Member makes a motion to return to open session. Council Member makes a second to the motion. Then vote.
8:30 pm	X. Adjournment		Council Member makes a motion to adjourn. Council Member makes a second to the motion. Then vote.

YOU'RE INVITED TO THE

Council Christmas Dinner

Dinner will be held on Dec. 17th after the Council meeting. It will take place at the Golf Course at 7:30 pm. There will be a cash bar! Feel free to bring your significant other and be sure to RSVP with Katie McBride. See you there!



Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the October 15, 2019 Regular meeting

AGENDA ITEM #: II-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: November 19, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

Minutes from the October 15th Regular Town Council meeting

ATTACHMENTS: Minutes from the October 15, 2019 Town Council meeting

RECOMMENDATION/ACTION NEEDED: Staff recommends approval of the minutes from the October 15th Town Council meeting

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A

**Regular Meeting of the Town Council
October 15, 2019
6:30 pm in the Council Chambers
Minutes & General Account**

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

Staff Present: Matthew Johnson, Judy Gallman, Paul Blanchard, Katie McBride, Ross Sanderlin, & Beth Koonce, Town Attorney

Visitors Present: Sister Lucy Hennessy, Alex Toye, Sarah Glanville, & Carol Brooks

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

- 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 the Agenda- Mayor Montgomery asked if anyone would like to change, add, or delete any items on the agenda.

Johnson requested to add item "II-G. Budget Amendment #13" to the consent agenda.

Council Member Wolfe requested to add item "IX. Closed Session per General Statutes 143-318.11 to discuss matters relating to attorney client privilege."

Council Member Nixon made a motion to approve the agenda for the October 15th Town Council meeting. 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 September 17, 2019 Regular meeting
- Analysis of financial position of the Town of Jamestown
- Analysis of financial position of the Jamestown Park & Golf Course
- Budget Amendment #10
- Budget Amendment #11
- Budget Amendment #12
- Budget Amendment #13

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

(Budget Amendments #10, #11, #12, & #13)

Public Comment- Nobody signed up.

Old Business-

- Update on Sidewalk Projects- Blanchard gave Council an update on the ongoing sidewalk projects. He noted that there had been a groundbreaking ceremony for the East Main Street

Sidewalk Project at the construction site earlier that day. He added that the revised supplemental agreement had been submitted with all the required signatures at the ceremony.

Blanchard stated that he met with the contractor of the East Fork Pedestrian Bridge Project at the construction site on September 26th. He noted that a road closure would be required in order to complete the construction of the bridge. He added that drawings of the project should be submitted to NCDOT in the coming weeks.

Council Member Wolfe discussed the details of the progress of the East Fork Pedestrian Bridge Project with Blanchard.

- Public Hearing to consider rezoning request 2019-02: Request to rezone property located at 111, 113, 115, 121, and a portion of parcel #176232 from Single-Family Residential (SFR) to Conditional Zoning- Civic (CZ-CIV) for Maryfield, Inc. - Johnson gave an overview of the rezoning request. He noted that the parcels that were under consideration for rezoning were originally purchased by Maryfield for future expansion. He noted that the parcels were currently zoned as SFR and were vacant. Johnson added that the property was located in the Town's primary growth area. He stated that Maryfield had requested the rezoning in order to construct a twenty-four bed, single-story, short term stay facility. He noted that the applicant's intention was for the addition to be a cohesive part of Pennybyrn's campus. Johnson gave an overview of the specific requests that the applicant had made regarding the construction of the short-term stay facility. He noted that staff had requested that the applicant include a landscaping buffer between the campus and any properties zoned as SFR. Johnson said that the rezoning was technically inconsistent with the Comprehensive Plan. However, he stated that he believed the request would be consistent with the intent of the Comprehensive Plan. He noted that Council would have to amend the Comprehensive Plan if they chose to approve the rezoning request.

Sarah Glanville, Planning Board Chair, presented the Planning Board's recommendation to Council. She stated that the Planning Board held a public hearing in September regarding the rezoning. She noted that there were no citizens that spoke in opposition of the request. Glanville said that the Board believed that the rezoning would be consistent with the intent of the Comprehensive Plan and that the short-term stay would offer a valuable service to the citizens of Jamestown. She said that the Planning Board recommended that the Town Council approve the rezoning request as written.

Mayor Montgomery called the applicant forward to present the rezoning request.

Ellis Martin, the applicant's attorney, stated that the rezoning request would allow Pennybyrn to expand the services that they provide to residents. He added that the campus was a great asset to the community and requested that Council approve the rezoning.

Sister Lucy Hennessy came forward, and stated that she was speaking on behalf of Pennybyrn. Hennessy said that the Sisters at Pennybyrn had been serving the Jamestown, High Point, and Greensboro communities since 1947. She said that they were pleased to be located in Jamestown and to be serving the elderly population. She noted that were currently serving approximately 350 residents every day. She stated that the rehab center would enable the Sisters to care for those that came to Pennybyrn to recover from a hospital stay or an acute episode. She added that it would further allow them to assist people with the restoration of

their strength and return home as quickly as possible. She stated that the rezoning request would enable Pennybyrn to serve the community in a new and a special way. She thanked the Town Council for their time.

Alex Toye, the project engineer, came forward to address the Town Council. He gave an overview of the project and the design plans for the transitional facility. He asked Council if they had any questions.

Council Member Wolfe spoke with Toye about the requested variance in regard to the construction of the sidewalk on the property. Toye explained the topographical issues that made the extension of the sidewalk difficult.

Mayor Montgomery opened the public hearing to anyone that would like to speak in favor of the rezoning. There was no one.

Mayor Montgomery opened the public hearing to anyone that would like to speak in opposition of the rezoning. There was no one. Mayor Montgomery closed the public hearing and opened the floor to Council for discussion.

Council Member Nixon said that she believed that Pennybyrn had been an incredible asset to the community.

Council Member Wolfe stated that Pennybyrn had purchased the parcels as a part of their Master Plan. She noted that the rezoning seemed reasonable to her because of the growth trends in the surrounding area even though it would be inconsistent with the Comprehensive Plan. She added that the short-term recovery facility would provide a great service to the citizens of Jamestown and the people in the surrounding communities.

Council Member Wolfe made a motion to approve the rezoning request for parcels 111, 113, 115, 121, and a portion of #176232 from Single-Family Residential to Conditional Zoning-Civic with the conditions as presented. Council Member Capes made a second to the motion.

McBride took a roll call vote as follows:

Council Member Wolfe- Aye
Council Member Capes- Aye
Council Member Nixon- Aye
Council Member Rayborn- Aye

The motion passed by unanimous vote.

Council Member Wolfe made the following motion regarding zoning case 2019-02:

"1. Even though the proposed zoning amendment is inconsistent with the adopted Town of Jamestown 2020 Land Development Comp Plan, a change in conditions in meeting the development needs of the community have occurred since plan adoption. These changes include rezoning three Single Family Residential (SFR) parcels to Conditional Zoning-Civic (CZ-CIV).

Furthermore, the Council finds that the proposed zoning amendment meets the development needs of the community because it coordinates land development with surrounding jurisdictions so that future land development in Jamestown fits well into regional context, maintains & enhances the quality of life for citizens in and around Jamestown.

AND

2. The proposed zoning amendment is reasonable. The Council considers the proposed zoning amendment to be reasonable because:

- A. The report of the Town staff finding the proposed zoning amendment to be reasonable is adopted by reference.
- B. The Council further finds that the proposed zoning amendment is reasonable because the amendment takes into account the future growth plans of surrounding jurisdictions so that Jamestown's land use planning and growth management is compatible.

AND

3. The proposed zoning amendment is in the public interest. The Council considers the proposed zoning amendment to be in the public interest because:

- A. The report of the Town staff finding the proposed zoning amendment to be in the public interest is adopted by reference.
- B. The Council further finds that the proposed zoning amendment is in the public interest because the project will have adequate landscaping buffers between parcels zoned CZ-CIV and SFR to ensure screening to SFR and new sidewalk extension will be constructed which is in keeping with Jamestown's pedestrian friendly goal. The project will also provide medical services to Jamestown residents and the surrounding community."

AND

I move to amend the Town of Jamestown 2020 Land Development Comp Plan to reflect the rezoning from SFR to CZ-CIV for the parcels 111, 113, 115, 121, and a portion of parcel #176232 Penny road."

Council Member Capes made a second to the motion. The motion passed by unanimous vote.

Council Member Nixon made a motion to amend the Comprehensive Plan. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

New Business-

- Proclamation National Breast Cancer Awareness Month October 2019- Mayor Montgomery read the Proclamation declaring October 2019 as National Breast Cancer Awareness Month aloud to everyone that was present at the meeting.

(Proclamation National Breast Cancer Awareness Month October 2019)

- Jamestown Park & Golf Course Quarterly Report- Sanderlin presented his quarterly report to Council. He noted that there had been a twelve percent increase in the number of rounds of golf played in 2019 compared to 2018. He added that the number of Clubhouse rentals for special events had also gone up from two to eight. Sanderlin said that the Golf Course had benefited from much better weather in 2019.
- Consideration of approval of financing for the purchase of a knuckle boom truck- Gallman stated that the purchase of a knuckle boom truck had been included in the Capital Improvement Plan (CIP). She added that the purchase of the truck and the debt payments were included in the current year budget. She stated that she had sent out Requests for Proposals (RFP) to several banks and had received two in response. Gallman said that First Bank and Pinnacle had sent proposals, and she gave an overview of both options. Gallman recommended that Council approve the selection of First Bank in order to avoid paying an origination fee and to take advantage of a lower interest rate.

Council Member Capes made a motion to approve the selection of First Bank for the financing of the knuckle boom truck. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

Council Member Capes made a motion to grant authorization to the Finance Director to sign any loan documents and to approve the resolution. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

Manager/Committee Reports-

- Manager Report- Johnson presented the Manager's report to Council in Cole's absence. He thanked Council for attending the groundbreaking for the East Main Street Sidewalk Project. He also thanked Blanchard for all the hard work that he had done in order to make the groundbreaking possible. Johnson added that staff had been working on creating lineups for the 2020 Music in the Park events. He also noted that the property owner of the Oakdale Cotton Mill had begun the process of cleaning up several houses that had collapsed.
- Council Member Committee Reports-
 - Council Member Wolfe said that she had attended the TAC meeting. She stated that the Jamestown Bypass was still on schedule and that the completion date was December 2021.

Public Comment- Nobody signed up.

Other Business- Mayor Montgomery said that Christmas on Main would be held by the downtown merchants and would take place every Wednesday in December. She stated that there would be hot chocolate, people singing Christmas carols, and that Santa would make an appearance.

DRAFT

Closed Session Per General Statutes 143-318.11(a)(3) to discuss matters related to Attorney Client Privilege- Council Member Wolfe made a motion to go into closed session per general statutes 143-318 to discuss matters related to attorney client privilege. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

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

Council Member Capes made a motion to return to open session. Council Member Nixon made a second to the motion. The motion passed by unanimous vote.

Council Member Wolfe made a motion to direct the Town Attorney to proceed with enforcement of the Town's ordinance in regard to the removal of swine and to seek finances, an injunction, and any other legal action needed as a result of a code violation at the residence of 2216 Guilford College Road. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

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

The meeting ended at 7:56 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval & Sealing of the October 15, 2019 Closed Session Minutes AGENDA ITEM #: II-B



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: November 19, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

The Town Council went into Closed Session at the October 15th Town Council meeting per General Statutes 143-318.11(a)(3) to discuss matters related to attorney client privilege. Staff is requesting the approval and sealing of the minutes from the October 15th Closed Session.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Staff recommends the approval of the consent agenda.

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation National Native American Heritage Month

AGENDA ITEM #: II-C



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: November 19, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride

SUMMARY:

National Native American Heritage Month formally honors the importance of the contributions that Native Americans have made throughout history. The Daughters of the American Revolution (DAR) requested that the proclamation be placed on the agenda. The proclamation recognizes November as Native American Heritage Month in the Town of Jamestown.

ATTACHMENTS: Proclamation National Native American Heritage Month for November 2019

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 NATIVE AMERICAN HERITAGE MONTH
NOVEMBER 2019**

WHEREAS, As the first people to live on the land we all cherish, American Indians and Alaska Natives have profoundly shaped our country's character and our cultural heritage; and

WHEREAS, Today, Native Americans are leaders in every aspect of our society, from the classroom, to the boardroom, to the battlefield; and

WHEREAS, This month, we celebrate and honor the many ways American Indians and Alaska Natives have enriched our Nation, and we renew our commitment to respecting each tribe's identity while ensuring equal opportunity to pursue the American dream; and

WHEREAS, In paying tribute to Native American achievements, we must also acknowledge the parts of our shaped history that have been marred by violence and tragic mistreatment; and

WHEREAS, Native American Heritage Month was formally adopted to honor and affirm the importance of Native American History throughout our American experience, which goes back thousands of years and includes some of the greatest, most advanced, and innovative societies in our history that we can all draw inspiration from; and

WHEREAS, During Native American Heritage Month all Americans are encouraged to reflect on past successes and challenges of Native Americans and look to the future to continue to improve society so that we live up to the ideals of freedom, equality, and justice;

NOW, THEREFORE, I, Lynn Montgomery, by virtue of the authority vested in me as Mayor of the Town of Jamestown do hereby proclaim the month of November 2019 to be

NATIVE AMERICAN HERITAGE MONTH

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 19th day of November 2019.

Mayor S. Lynn Montgomery

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Financial Analysis as of October 31, 2019

AGENDA ITEM #: II-D



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: November 19, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

Attached 3-page summary details the cash and debt balances of the Town as of October 31, 2019, as well as revenues and expenditures of each annual fund. Percentage of budget expended is shown for both revenues and expenditures. Capital project fund project-to-date amounts are also presented. (The revenues, expenditures, and budgets for these capital project funds are shown for the life of the projects).

The detail budget to actual report is also attached for October 2019 (revenues and expenditures for each annually-budgeted fund).

Some items to note:

The following projects were begun or completed during the month of October:

- Re-cabling Town Hall
- Installation of flashing pedestrian signs (proceeds from Revitalization Grant)
- Stormwater utility inventory
- Repairs to concession building and golf course fence (insurance proceeds were received for both), as well as new HVAC system for concession building
- Replacement of some playground equipment

Purchases during the month of October include a new snow plow blade, and some sewer flow meters.

ATTACHMENTS: 3 Page Summary & Detail Budget to Actual Report for October 2019

RECOMMENDATION/ACTION NEEDED: None

BUDGETARY IMPACT: None

SUGGESTED MOTION: None

FOLLOW UP ACTION NEEDED: None

Town of Jamestown
Financial Summary Report
Cash Balances
as of October 31, 2019

Petty Cash	\$ 1,350
Operating Cash	2,321,280
Certificates of Deposit	3,018,620
Money Market Accounts - operating	769,793
North Carolina Capital Management Trust	9,712,227
	<u>\$ 15,823,270</u>

Reservations of cash:

Cash reserved for Randleman Reservoir	\$ 804,408
Cash reserved by Powell Bill for street improvements	313,881
General Capital Reserve Fund	81,752
East Fork Sidewalk Capital Project	935
Oakdale Sidewalk Phase III	120,559
Water Sewer Capital Reserve Fund	1,099,569
	<u>\$ 2,421,104</u>

Cash by Fund:

General	\$ 5,345,601
General Capital Reserve Fund	81,752
East Fork Sidewalk Capital Project	935
Oakdale Sidewalk Phase III	120,559
Water/Sewer	8,370,445
Randleman Reservoir	804,408
Water/Sewer Capital Reserve Fund	1,099,569
	<u>\$ 15,823,270</u>

Cash by Bank:

NCCMT	\$ 9,712,227
Pinnacle Bank	4,321,280
First Bank	1,526,317
Wells Fargo	3,789
BB & T	258,307
	<u>\$ 15,821,920</u>

Town of Jamestown
Financial Summary Report
Debt Balances
as of October 31, 2019

Installment Purchase Debt:	Balance at 10/31/2019	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Sanitation truck, financed in 2017	\$ 126,207	12/1/2023	2023/2024
Leaf truck, financed in 2017	129,020	12/1/2023	2023/2024
Sanitation truck, financed in 2015	17,815	3/17/2020	2019/2020
Golf Clubhouse Renovation	<u>550,011</u>	11/3/2027	2027/2028
	<u>\$ 823,053</u>		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	<u>\$ 412,486</u>	11/3/2027	2027/2028

Town of Jamestown
Financial Summary Report
Total Revenues & Expenditures by Fund
as of October 31, 2019

	<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)	2,121,578	14,890	1,318,865	5,344	441
% of budget received	34%	15%	29%	4%	0%
% of budget, excluding appropriated fund balance, received	41%	15%	32%	13%	0%
Expenditures (and transfers)	1,400,104	20,094	789,334	-	-
% of budget expended	23%	21%	18%	0%	0%

	<u>Fund (#16)</u>	<u>Fund (#17)</u>	<u>Fund (#18)</u>
	<u>East Fork Capital Project</u>	<u>Lydia Capital Project</u>	<u>Oakdale Ph III Capital Project</u>
Life to Date Revenues & Other Financing Sources	60,000	-	193,531
% of budget received	3%	0%	29%
Life to Date Expenditures	59,065	-	73,003
% of budget expended	3%	0%	11%

11/06/19
09:01:01

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 10 / 19

Page: 1 of 5
Report ID: B110

10 GENERAL FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	%
3000					
3100 AD VALOREM TAXES	171,803.84	1,417,251.38	2,004,000.00	586,748.62	71 %
3101 Interest on Ad Valorem Taxes	123.00	227.79	3,000.00	2,772.21	6 %
3102 Tax and Tag revenue	20,879.90	39,737.46	193,000.00	153,262.54	21 %
3103 Interest on Tax and Tag Revenues	116.22	245.04	1,250.00	1,004.96	20 %
3230 SALES AND USE TAX	55,557.68	60,185.59	650,000.00	589,814.41	9 %
3250 Solid Waste Disposal Tax	0.00	793.20	2,500.00	1,706.80	32 %
3256 ELECTRICITY SALES TAX	0.00	2,547.64	200,000.00	197,452.36	1 %
3257 TELECOMMUNICATIONS SALES TAX	0.00	-694.31	45,000.00	45,694.31	-2 %
3258 PIPED NATURAL GAS SALES TAX	0.00	492.27	16,000.00	15,507.73	3 %
3261 VIDEO PROGRAMMING TAX	0.00	-1,351.61	40,000.00	41,351.61	-3 %
3310 FEDERAL GRANTS	0.00	0.00	138,000.00	138,000.00	0 %
3312 GRANTS FROM GUILFORD COUNTY	0.00	0.00	55,500.00	55,500.00	0 %
3313 Local Grants	0.00	0.00	10,000.00	10,000.00	0 %
3316 POWELL BILL	0.00	55,446.80	108,000.00	52,553.20	51 %
3322 ALCOHOLIC BEVERAGES TAX	0.00	0.00	18,000.00	18,000.00	0 %
3325 ABC DISTRIBUTION	0.00	12,500.00	50,000.00	37,500.00	25 %
3341 Telecommunications Planning Fees	0.00	0.00	5,000.00	5,000.00	0 %
3343 REVIEW FEES	1,796.00	3,496.00	7,500.00	4,004.00	47 %
3344 CODE ENFORCEMENT FEES	0.00	0.00	100.00	100.00	0 %
3345 INSPECTION AND PERMIT FEES	50.00	50.00	200.00	150.00	25 %
3346 CELL TOWER RENTAL FEES	4,085.73	14,777.19	80,000.00	65,222.81	18 %
3348 REFUSE COLLECTION FEES	13,720.00	54,670.00	259,000.00	204,330.00	21 %
3600 GREEN FEES	41,567.00	202,049.67	515,000.00	312,950.33	39 %
3610 MECHANICAL CART RENTALS	21,528.00	102,796.00	270,000.00	167,204.00	38 %
3620 PULL CART RENTALS	18.00	73.00	300.00	227.00	24 %
3650 DRIVING RANGE	3,625.00	17,535.00	50,000.00	32,465.00	35 %
3660 GOLF SHOP CONCESSIONS SALES	6,540.27	38,243.27	90,000.00	51,756.73	42 %
3661 Golf Shop Grill Catering Revenues	0.00	0.00	2,000.00	2,000.00	0 %
3665 Golf Special Orders - Sales	85.00	2,057.42	5,000.00	2,942.58	41 %
3675 Golf Clubhouse Rental Fees	720.00	3,245.00	12,000.00	8,755.00	27 %
3831 INVESTMENT EARNINGS	13,221.12	31,337.18	75,000.00	43,662.82	42 %
3833 CONTRIBUTIONS AND DONATIONS	(A) 2,000.00	2,000.00	0.00	-2,000.00	** %
3834 CIVIC CENTER RENTAL FEES	0.00	325.00	1,000.00	675.00	33 %
3836 SALES - PRO SHOP GOLF INVENTORY	4,870.24	18,068.69	50,000.00	31,931.31	36 %
3837 SHELTER RENTALS	0.00	1,750.00	3,000.00	1,250.00	58 %
3838 Building lease revenue	125.00	500.00	5,120.00	4,620.00	10 %
3839 MISCELLANEOUS REVENUES	91.47	400.43	500.00	99.57	80 %
3840 Rental Golf Sets	170.00	1,215.00	1,200.00	-15.00	101 %
3841 Ball Field Rentals	1,147.95	1,147.95	11,000.00	9,852.05	10 %
3910 Insurance Recoveries	428.60	18,365.68	17,478.18	887.50	105 %
3920 Issuance of installment purchase financing	0.00	0.00	145,680.00	145,680.00	0 %
3983 TRANSFER FROM GENERAL CAPITAL RESERVE FUND	0.00	20,094.00	80,000.00	59,906.00	25 %
3991 FUND BALANCE APPROPRIATED	0.00	0.00	996,368.50	996,368.50	0 %
Account Group Total:	368,270.02	2,121,577.73	6,216,696.68	4,095,118.95	34 %
Fund Total:	368,270.02	2,121,577.73	6,216,696.68	4,095,118.95	34 %

(A) Bench sponsorship

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10 GENERAL FUND

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0						
4100 GOVERNING BODY EXPENDITURES						
1019 PROFESSIONAL SERVICES	1,326.80	6,261.65	21,738.35	28,000.00	28,000.00	0.00
2100 DEPARTMENT SUPPLIES	255.40	395.90	10.00	405.90	2,000.00	1,594.10
2200 FOOD AND PROVISIONS	446.94	446.94	429.00	875.94	1,500.00	624.06
2600 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	200.00	200.00
3100 TRAVEL	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3150 CONFERENCE FEES AND SCHOOLS	0.00	970.00	0.00	970.00	1,500.00	530.00
3200 COMMUNICATIONS	0.00	120.50	0.00	120.50	1,124.00	1,003.50
3700 ADVERTISING	166.50	166.50	0.00	166.50	500.00	333.50
3800 DATA PROCESSING SERVICES	68.05	251.05	446.95	700.00	700.00	0.00
3950 DUES AND SUBSCRIPTIONS	0.00	1,956.00	0.00	1,956.00	2,500.00	544.00
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	250.00	250.00
4912 Sheriff off-duty for non-profit	0.00	0.00	0.00	0.00	1,172.00	1,172.00
6900 Non-profit Grants	0.00	0.00	0.00	0.00	0.00	0.00
6910 LIBRARY GRANT	0.00	26,900.00	0.00	26,900.00	117,500.00	90,600.00
6920 HISTORIC JAMESTOWN GRANT	0.00	0.00	0.00	0.00	10,500.00	10,500.00
6930 YMCA GRANT	0.00	0.00	0.00	0.00	20,254.00	20,254.00
6945 JYL Grant	0.00	0.00	0.00	0.00	5,000.00	5,000.00
9700 CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:	2,263.69	37,468.54	22,626.30	60,094.84	200,500.00	140,405.16
4200 ADMINISTRATION EXPENDITURES						
1000 SALARIES AND WAGES	19,594.00	77,768.00	0.00	77,768.00	256,500.00	178,732.00
1003 LONGEVITY PAY	0.00	0.00	0.00	0.00	4,000.00	4,000.00
1009 FICA EXPENSE	1,430.14	5,674.03	0.00	5,674.03	20,000.00	14,325.97
1010 RETIREMENT EXPENSE	1,720.36	6,871.72	0.00	6,871.72	23,200.00	16,328.28
1011 HEALTH INSURANCE EXPENSE	2,088.97	8,355.90	0.00	8,355.90	25,200.00	16,844.10
1012 FLEX ADMINISTRATION FEES	12.00	48.00	152.00	200.00	200.00	0.00
1013 RETIREE HEALTH INSURANCE EXPENSE	524.95	2,099.80	0.00	2,099.80	10,800.00	8,700.20
1014 WORKER'S COMPENSATION	0.00	618.30	0.00	618.30	900.00	281.70
1015 Unemployment Compensation	0.00	0.00	0.00	0.00	250.00	250.00
1016 Wellness Program Expenditures	36.00	144.00	0.00	144.00	500.00	356.00
1017 401K EXPENSE	840.54	3,362.16	0.00	3,362.16	11,300.00	7,937.84
1019 PROFESSIONAL SERVICES <i>audit</i>	3,075.00	8,325.00	0.00	8,325.00	11,100.00	2,775.00
2100 DEPARTMENT SUPPLIES	76.00	275.58	0.00	275.58	1,700.00	1,424.42
2200 FOOD AND PROVISIONS	0.00	70.27	0.00	70.27	750.00	679.73
2600 OFFICE SUPPLIES	104.10	169.91	0.00	169.91	2,500.00	2,330.09
2900 ASSETS NOT CAPITALIZED	0.00	0.00	2,064.00	2,064.00	3,500.00	1,436.00
3100 TRAVEL	29.11	1,197.25	0.00	1,197.25	4,000.00	2,802.75
3150 CONFERENCE FEES AND SCHOOLS	150.00	985.00	0.00	885.00	8,000.00	7,115.00
3200 COMMUNICATIONS	560.16	2,098.53	3,639.04	5,737.57	8,760.00	3,022.43
3400 PRINTING	0.00	64.50	0.00	64.50	500.00	435.50
3500 REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	300.00	300.00
3800 DATA PROCESSING SERVICES	788.64	3,134.40	11,865.60	15,000.00	15,000.00	0.00
3950 DUES AND SUBSCRIPTIONS	0.00	5,614.56	0.00	5,614.56	9,000.00	3,385.44
3960 BANK AND MERCHANT FEES	0.00	947.32	0.00	947.32	1,000.00	52.68
3980 MISCELLANEOUS EXPENSE	0.00	357.57	0.00	357.57	500.00	142.43
4300 EQUIPMENT RENTAL	239.90	848.78	1,596.22	2,445.00	3,000.00	555.00

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10 GENERAL FUND

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
4400 SERVICE & MAINTENANCE CONTRACTS	0.00	5,562.06	439.35	6,001.41	11,000.00	4,998.59
4500 INSURANCE AND BONDING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
4990 OTHER CONTRACTED SERVICES	867.26	1,738.06	899.15	2,637.21	26,000.00	23,362.79
6820 First Bank Credit Card Encumbrance	0.00	0.00	3,000.00	3,000.00	3,000.00	0.00
9700 CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:	32,117.15	136,230.70	23,655.36	159,886.06	464,460.00	304,573.94
4900 PLANNING DEPARTMENT EXPENDITURES						
1000 SALARIES AND WAGES	6,918.00	27,605.50	0.00	27,605.50	90,000.00	62,394.50
1003 LONGEVITY PAY	0.00	0.00	0.00	0.00	2,250.00	2,250.00
1009 FICA EXPENSE	476.84	1,902.28	0.00	1,902.28	7,000.00	5,097.72
1010 RETIREMENT EXPENSE	623.32	2,487.28	0.00	2,487.28	8,500.00	6,012.72
1011 HEALTH INSURANCE EXPENSE	696.33	2,785.32	0.00	2,785.32	8,400.00	5,614.68
1012 FLEX ADMINISTRATION FEES	6.00	24.00	86.00	110.00	110.00	0.00
1014 WORKER'S COMPENSATION	0.00	123.66	0.00	123.66	200.00	76.34
1015 Unemployment Compensation	0.00	0.00	0.00	0.00	200.00	200.00
1016 Wellness Program Expenditures	12.00	48.00	0.00	48.00	144.00	96.00
1017 401K EXPENSE	311.28	1,245.12	0.00	1,245.12	4,100.00	2,854.88
2100 DEPARTMENT SUPPLIES	14.00	328.62	0.00	328.62	750.00	421.38
2200 FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	750.00	750.00
2500 VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	300.00	300.00
2520 FUELS - GAS & OIL	0.00	0.00	0.00	0.00	500.00	500.00
2600 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	1,000.00	1,000.00
2900 ASSETS NOT CAPITALIZED	0.00	1,499.50	0.50	1,500.00	1,500.00	0.00
3100 TRAVEL	92.00	92.00	0.00	92.00	2,000.00	1,908.00
3150 CONFERENCE FEES AND SCHOOLS	0.00	1,160.00	0.00	1,160.00	2,500.00	1,340.00
3200 COMMUNICATIONS	175.83	679.20	1,046.79	1,725.99	2,600.00	874.01
3400 PRINTING	0.00	0.00	0.00	0.00	1,500.00	1,500.00
3500 REPAIRS AND MAINTENANCE	145.00	145.00	0.00	145.00	250.00	105.00
3700 ADVERTISING	0.00	379.00	0.00	379.00	3,000.00	2,621.00
3800 DATA PROCESSING SERVICES	273.94	1,117.14	2,382.86	3,500.00	3,500.00	0.00
3900 DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	200.00	200.00	200.00	0.00
3950 DUES AND SUBSCRIPTIONS	0.00	918.00	0.00	918.00	2,000.00	1,082.00
3980 MISCELLANEOUS EXPENSE	0.00	6.50	0.00	6.50	356.00	349.50
4400 SERVICE & MAINTENANCE CONTRACTS	0.00	0.00	0.00	0.00	400.00	400.00
4500 INSURANCE AND BONDING	0.00	239.48	0.00	239.48	300.00	60.52
4990 OTHER CONTRACTED SERVICES	0.00	350.00	0.00	350.00	77,000.00	76,650.00
4991 Telecommunications Contracted	0.00	0.00	0.00	0.00	5,000.00	5,000.00
4995 ENGINEERING FEES NOT CAPITALIZED	0.00	0.00	0.00	0.00	500.00	500.00
6820 First Bank Credit Card Encumbrance	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
9700 CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:	9,744.54	43,135.60	4,716.15	47,851.75	228,810.00	180,958.25
5000 BUILDING & GROUNDS EXPENDITURES						
2100 DEPARTMENT SUPPLIES	1,332.77	2,123.90	1,347.05	3,470.95	7,000.00	3,529.05
2140 SEED and SOD	420.00	420.00	0.00	420.00	500.00	80.00
2141 CHEMICALS	0.00	0.00	0.00	0.00	500.00	500.00
2142 FERTILIZER AND LIME	273.25	273.25	0.00	273.25	500.00	226.75
2144 MULCH & PINE NEEDLES	0.00	1,593.60	66.40	1,660.00	2,500.00	940.00
2400 CONSTRUCTION & REPAIR SUPPLIES	0.00	84.43	0.00	84.43	3,500.00	3,415.57
2900 ASSETS NOT CAPITALIZED	0.00	0.00	3,500.00	3,500.00	13,500.00	10,000.00

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Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3200	COMMUNICATIONS	188.08	562.27	1,359.79	1,922.06	2,000.00	77.94
3300	UTILITIES	1,550.85	6,764.81	3,905.07	10,669.88	28,000.00	17,330.12
3350	Water Utilities	0.00	62.40	0.00	62.40	400.00	337.60
3500	REPAIRS AND MAINTENANCE	135.00	510.85	392.00	902.85	17,500.00	16,597.15
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	500.00	500.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4300	EQUIPMENT RENTAL	96.01	96.01	0.00	96.01	165.00	68.99
4400	SERVICE & MAINTENANCE CONTRACTS	1,950.00	14,464.07	14,600.00	29,064.07	32,000.00	2,935.93
4500	INSURANCE AND BONDING	0.00	19,956.96	0.00	19,956.96	25,000.00	5,043.04
4990	OTHER CONTRACTED SERVICES	173.75	1,393.75	0.00	1,393.75	15,000.00	13,606.25
5700	CAPITAL OUTLAY - LAND AND	0.00	0.00	0.00	0.00	43,000.00	43,000.00
5800	CAPITAL OUTLAY - BUILDINGS &	9,791.00	9,791.00	0.00	9,791.00	40,000.00	30,209.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	335.00	335.00
Account Total:		15,910.71	58,097.30	25,170.31	83,267.61	232,400.00	149,132.39
Re-cabling Town Hall							
5100	PUBLIC SAFETY EXPENDITURES						
4910	SHERIFF CONTRACT	82,427.50	82,427.50	0.00	82,427.50	369,500.00	287,072.50
4911	Sheriff Off Duty - Town events	792.64	2,447.52	0.00	2,447.52	2,500.00	52.48
4920	ANIMAL CONTROL CONTRACT	2,809.00	2,809.00	0.00	2,809.00	11,250.00	8,441.00
Account Total:		86,029.14	87,684.02	0.00	87,684.02	383,250.00	295,565.98
5300	FIRE EXPENSES						
3956	Fire Inspection Fees	0.00	0.00	0.00	0.00	6,000.00	6,000.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
4900	PINECROFT SEDGEMOUNT FIRE CONTRACT	0.00	282,596.92	0.00	282,596.92	565,194.00	282,597.08
5500	CAPITAL OUTLAY EQUIPMENT	0.00	4,826.91	173.09	5,000.00	12,000.00	7,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:		0.00	287,423.83	173.09	287,596.92	584,394.00	296,797.08
5600	STREET MAINTENANCE EXPENDITURES						
2100	DEPARTMENT SUPPLIES	107.25	173.65	0.00	173.65	6,000.00	5,826.35
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	6,000.00	6,000.00
2500	VEHICLE SUPPLIES	0.00	610.49	0.00	610.49	5,000.00	4,389.51
2520	FUELS - GAS & OIL	0.00	0.00	0.00	0.00	3,000.00	3,000.00
2900	ASSETS NOT CAPITALIZED	① 10,430.00	13,113.73	0.00	13,113.73	26,000.00	12,886.27
3300	UTILITIES	6,419.59	26,198.61	0.00	26,198.61	115,000.00	88,801.39
3500	REPAIRS AND MAINTENANCE	0.00	4,809.46	0.00	4,809.46	10,000.00	5,190.54
3700	ADVERTISING	0.00	0.00	0.00	0.00	2,000.00	2,000.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	2,000.00	2,000.00
3955	Permit Fees	0.00	960.00	0.00	860.00	1,055.00	195.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	100.00	100.00
4500	INSURANCE AND BONDING	0.00	957.93	0.00	957.93	1,200.00	242.07
4980	STORMWATER FEES	0.00	5,605.00	0.00	5,605.00	5,605.00	0.00
4990	OTHER CONTRACTED SERVICES	② 4,635.00	9,451.00	31,574.00	41,025.00	44,174.00	3,149.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	0.00	145,680.00	145,680.00	147,000.00	1,320.00
5500	CAPITAL OUTLAY EQUIPMENT	③ 6,311.00	6,311.00	0.00	6,311.00	6,350.00	39.00
5700	CAPITAL OUTLAY - LAND AND	0.00	0.00	10,000.00	10,000.00	250,900.00	240,900.00
Account Total:		27,902.94	68,090.87	187,254.00	255,344.87	631,384.00	376,039.13

- ① Flashing pedestrian crossing signs - paid for through Reutilization grant
- ② Storm water utility inventory
- ③ snow plow

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5700	POWELL BILL						
	2100 DEPARTMENT SUPPLIES	0.00	0.00	0.00	0.00	3,000.00	3,000.00
	5700 CAPITAL OUTLAY - LAND AND	0.00	0.00	87,847.94	87,847.94	194,000.00	106,152.06
	Account Total:	0.00	0.00	87,847.94	87,847.94	197,000.00	109,152.06
5800	SANITATION EXPENDITURES						
	1000 SALARIES AND WAGES	7,312.00	27,817.62	0.00	27,817.62	98,000.00	70,162.38
	1003 LONGEVITY PAY	0.00	0.00	0.00	0.00	1,100.00	1,100.00
	1009 FICA EXPENSE	541.57	2,056.85	0.00	2,056.85	7,500.00	5,443.15
	1010 RETIREMENT EXPENSE	661.06	2,515.37	0.00	2,515.37	9,300.00	6,784.63
	1011 HEALTH INSURANCE EXPENSE	2,088.99	8,355.96	0.00	8,355.96	25,200.00	16,844.04
	1012 FLEX ADMINISTRATION FEES	6.00	24.00	376.00	400.00	400.00	0.00
	1013 RETIREE HEALTH INSURANCE EXPENSE	691.75	2,767.12	0.00	2,767.12	10,800.00	8,032.88
	1014 WORKER'S COMPENSATION	0.00	8,656.25	0.00	8,656.25	12,000.00	3,343.75
	1015 Unemployment Compensation	0.00	0.00	0.00	0.00	250.00	250.00
	1016 Wellness Program Expenditures	36.00	144.00	0.00	144.00	432.00	288.00
	1017 401K EXPENSE	329.06	1,311.71	0.00	1,311.71	4,300.00	2,988.29
	2100 DEPARTMENT SUPPLIES	440.14	946.96	22.00	868.96	13,200.00	12,331.04
	2200 FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	100.00	100.00
	2500 VEHICLE SUPPLIES	242.57	995.56	0.00	995.56	8,500.00	7,504.44
	2520 FUELS - GAS & OIL	1,403.11	5,142.15	14,783.19	19,925.34	20,000.00	74.66
	3200 COMMUNICATIONS	101.02	214.03	345.97	560.00	1,000.00	440.00
	3400 PRINTING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
	3500 REPAIRS AND MAINTENANCE	0.00	366.00	0.00	366.00	5,000.00	4,634.00
	3700 ADVERTISING	0.00	0.00	0.00	0.00	150.00	150.00
	3900 DRUG TESTING & BACKGROUND CHECKS	0.00	108.00	392.00	500.00	500.00	0.00
	3940 LANDFILL FEES/DUMPSTER P/U	3,964.86	13,181.62	46,818.38	60,000.00	60,000.00	0.00
	3945 Recycle Fees	8,100.00	32,400.00	64,800.00	97,200.00	97,200.00	0.00
	3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	68.00	68.00
	4500 INSURANCE AND BONDING	0.00	1,436.90	0.00	1,436.90	1,800.00	363.10
	9700 CONTINGENCY	0.00	0.00	0.00	0.00	2,000.00	2,000.00
	Account Total:	25,918.16	108,340.10	127,537.54	235,877.64	379,800.00	143,922.36
6200	RECREATION EXPENDITURES						
	1000 SALARIES AND WAGES	7,160.80	29,348.44	0.00	29,348.44	100,000.00	70,651.56
	1003 LONGEVITY PAY	0.00	0.00	0.00	0.00	2,100.00	2,100.00
	1009 FICA EXPENSE	543.61	2,226.46	0.00	2,226.46	8,000.00	5,773.54
	1010 RETIREMENT EXPENSE	592.47	2,362.71	0.00	2,362.71	8,400.00	6,037.29
	1011 HEALTH INSURANCE EXPENSE	1,392.66	5,564.03	0.00	5,564.03	16,800.00	11,235.97
	1012 FLEX ADMINISTRATION FEES	6.00	24.00	176.00	200.00	200.00	0.00
	1014 WORKER'S COMPENSATION	0.00	2,782.37	0.00	2,782.37	4,500.00	1,717.63
	1015 Unemployment Compensation	0.00	0.00	0.00	0.00	400.00	400.00
	1016 Wellness Program Expenditures	24.00	95.89	0.00	95.89	288.00	192.11
	1017 401K EXPENSE	294.80	1,171.20	0.00	1,171.20	4,000.00	2,828.80
	2100 DEPARTMENT SUPPLIES	1,180.33	4,267.73	9.00	4,276.73	8,000.00	3,723.27
	2140 SEED and SOD	280.00	280.00	0.00	280.00	1,500.00	1,220.00
	2141 CHEMICALS	92.00	92.00	0.00	92.00	4,000.00	3,908.00
	2142 FERTILIZER AND LIME	161.25	791.50	0.00	791.50	4,000.00	3,208.50
	2143 IRRIGATION SUPPLIES	0.00	0.00	0.00	0.00	800.00	800.00
	2144 MULCH & PINE NEEDLES	0.00	1,518.90	348.60	1,867.50	7,000.00	5,132.50
	2145 TOPSOIL (Sand)	0.00	0.00	0.00	0.00	1,500.00	1,500.00

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	50.00	50.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	1,039.00	0.00	1,039.00	6,100.00	5,061.00
2500	VEHICLE SUPPLIES	0.00	119.99	0.00	119.99	500.00	380.01
2520	FUELS - GAS & OIL	0.00	549.93	0.00	549.93	5,000.00	4,450.07
2550	EQUIPMENT SUPPLIES	41.67	598.56	0.00	598.56	4,000.00	3,401.44
2600	OFFICE SUPPLIES	0.00	50.17	0.00	50.17	300.00	249.83
2900	ASSETS NOT CAPITALIZED	3,328.51	3,328.51	0.00	3,328.51	6,000.00	2,671.49
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	175.17	406.49	881.02	1,287.51	2,000.00	712.49
3300	UTILITIES	687.04	2,617.44	0.00	2,617.44	14,500.00	11,882.56
3350	Water Utilities	27.36	68.63	0.00	68.63	650.00	561.37
3400	PRINTING	0.00	0.00	0.00	0.00	250.00	250.00
3500	REPAIRS AND MAINTENANCE	75.00	75.00	975.00	1,050.00	2,500.00	1,450.00
3710	Sponsorship expenditures	0.00	0.00	0.00	0.00	100.00	100.00
3800	DATA PROCESSING SERVICES	0.00	0.00	200.00	200.00	200.00	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	8.74	8.74	0.00	8.74	300.00	291.26
3950	DUES AND SUBSCRIPTIONS	0.00	175.00	0.00	175.00	500.00	325.00
3980	MISCELLANEOUS EXPENSE	0.00	79.00	0.00	79.00	212.00	133.00
3981	Special Events	1,067.50	6,958.53	750.00	7,608.53	13,000.00	5,391.47
4300	EQUIPMENT RENTAL	497.84	1,763.60	2,242.94	4,006.54	4,055.00	48.46
4400	SERVICE & MAINTENANCE CONTRACTS	185.00	1,006.68	1,480.00	2,486.68	2,700.00	213.32
4500	INSURANCE AND BONDING	0.00	1,596.56	0.00	1,596.56	2,000.00	403.44
4990	OTHER CONTRACTED SERVICES	7,614.21	12,431.71	26,678.62	39,110.33	48,986.18	9,875.85
5700	CAPITAL OUTLAY - LAND AND	0.00	0.00	0.00	0.00	9,800.00	9,800.00
5800	CAPITAL OUTLAY - BUILDINGS &	7,450.00	7,450.00	0.00	7,450.00	7,450.00	0.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	945.00	945.00
Account Total:		32,885.96	90,768.77	34,241.18	125,009.95	305,586.18	180,576.23
6300	GOLF COURSE MAINTENANCE						
1000	SALARIES AND WAGES	24,237.07	99,795.42	0.00	99,795.42	318,000.00	218,204.58
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	6,400.00	6,400.00
1009	FICA EXPENSE	1,786.03	7,364.03	0.00	7,364.03	24,500.00	17,135.97
1010	RETIREMENT EXPENSE	2,035.10	8,145.17	0.00	8,145.17	27,500.00	19,354.83
1011	HEALTH INSURANCE EXPENSE	4,177.96	16,718.47	0.00	16,718.47	50,400.00	33,681.53
1012	FLEX ADMINISTRATION FEES	6.00	24.00	276.00	300.00	300.00	0.00
1013	RETIREE HEALTH INSURANCE EXPENSE	0.00	517.52	0.00	517.52	10,800.00	10,282.48
1014	WORKER'S COMPENSATION	0.00	5,564.73	0.00	5,564.73	8,000.00	2,435.27
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	500.00	500.00
1016	Wellness Program Expenditures	72.00	268.11	0.00	288.11	864.00	575.89
1017	401K EXPENSE	1,015.36	4,062.42	0.00	4,062.42	13,400.00	9,337.58
2100	DEPARTMENT SUPPLIES	1,248.09	1,608.58	2,000.00	3,608.58	8,500.00	4,891.42
2140	SEED and SOD	195.00	961.32	0.00	961.32	3,500.00	2,538.68
2141	CHEMICALS	4,774.55	11,635.03	9,670.45	21,305.48	35,000.00	13,694.52
2142	FERTILIZER AND LIME	144.24	7,750.06	0.00	7,750.06	29,500.00	21,749.94
2143	IRRIGATION SUPPLIES	393.56	1,971.45	100.00	2,071.45	7,000.00	4,928.55
2145	TOPSOIL (Sand)	0.00	3,322.49	0.00	3,322.49	15,000.00	11,677.51
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	0.00	21.15	0.00	21.15	5,000.00	4,978.85

- ① Replacement of playground equipment
 ② Replace damaged fence / repairs to concession building - both paid for with insurance proceeds
 ③ New HVAC system for concession building

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	1,500.00	1,500.00
2520	FUELS - GAS & OIL	1,876.47	7,675.78	14,398.88	22,074.66	22,000.00	-74.66
2550	EQUIPMENT SUPPLIES	1,002.53	5,334.68	3,450.00	8,484.68	15,500.00	7,015.32
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	300.00	300.00
2900	ASSETS NOT CAPITALIZED	0.00	0.00	0.00	0.00	4,000.00	4,000.00
3100	TRAVEL	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3150	CONFERENCE FEES AND SCHOOLS	275.00	275.00	0.00	275.00	1,500.00	1,225.00
3200	COMMUNICATIONS	603.23	1,334.15	3,033.01	4,367.16	5,700.00	1,332.84
3300	UTILITIES	1,815.12	5,424.83	1,729.35	7,184.21	19,000.00	11,815.79
3350	Water Utilities	27.36	88.63	0.00	88.63	650.00	561.37
3500	REPAIRS AND MAINTENANCE	30.00	30.00	0.00	30.00	6,500.00	6,470.00
3700	ADVERTISING	0.00	0.00	0.00	0.00	500.00	500.00
3800	DATA PROCESSING SERVICES	69.73	783.82	916.18	1,700.00	1,200.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	190.00	406.00	794.00	1,200.00	1,200.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	130.21	647.41	952.59	1,600.00	5,000.00	3,400.00
3950	DUES AND SUBSCRIPTIONS	0.00	65.39	0.00	65.39	2,200.00	2,134.61
3980	MISCELLANEOUS EXPENSE	0.00	82.53	0.00	82.53	500.00	417.47
4300	EQUIPMENT RENTAL	5,403.00	18,878.61	41,888.88	60,767.49	60,000.00	-767.49
4400	SERVICE & MAINTENANCE CONTRACTS	0.00	0.00	0.00	0.00	4,000.00	4,000.00
4500	INSURANCE AND BONDING	0.00	9,940.34	0.00	9,940.34	12,000.00	2,059.66
4950	LAB TESTING	0.00	0.00	0.00	0.00	400.00	400.00
4990	OTHER CONTRACTED SERVICES	218.70	218.70	950.00	1,168.70	5,000.00	3,831.30
5700	CAPITAL OUTLAY - LAND AND	0.00	0.00	0.00	0.00	50,000.00	50,000.00
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	2,200.00	2,200.00	533,500.00	531,300.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	3,136.00	3,136.00
Account Total:		51,726.36	220,185.82	82,359.37	302,545.19	1,323,650.00	1,021,104.81
6301	GOLF SHOP EXPENDITURES						
1000	SALARIES AND WAGES	16,776.55	68,767.78	0.00	68,767.78	206,000.00	137,232.22
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	1,900.00	1,900.00
1009	FICA EXPENSE	1,290.83	5,290.68	0.00	5,290.68	16,000.00	10,709.32
1010	RETIREMENT EXPENSE	864.80	3,524.86	0.00	3,524.86	12,000.00	8,475.14
1011	HEALTH INSURANCE EXPENSE	2,088.99	8,355.96	0.00	8,355.96	25,000.00	16,644.04
1012	FLEX ADMINISTRATION FEES	0.00	0.00	55.00	55.00	55.00	0.00
1013	RETIREE HEALTH INSURANCE EXPENSE	0.00	606.12	0.00	606.12	10,800.00	10,193.88
1014	WORKER'S COMPENSATION	0.00	1,236.69	0.00	1,236.69	2,000.00	763.31
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	500.00	500.00
1016	Wellness Program Expenditures	36.00	144.00	0.00	144.00	432.00	288.00
1017	401K EXPENSE	431.92	1,727.68	0.00	1,727.68	5,700.00	3,972.32
2100	DEPARTMENT SUPPLIES	1,087.89	2,343.08	1,609.64	3,952.72	9,500.00	5,547.28
2101	Golf Supplies	305.19	1,174.31	4,291.76	5,466.07	7,500.00	2,033.93
2156	RANGE SUPPLIES	0.00	2,625.00	0.00	2,625.00	5,000.00	2,375.00
2160	TOURNAMENT SUPPLIES and PRIZES	0.00	0.00	0.00	0.00	100.00	100.00
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	350.00	350.00
2400	CONSTRUCTION & REPAIR SUPPLIES	78.35	78.35	0.00	78.35	1,000.00	921.65
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
2520	FUELS - GAS & OIL	0.00	0.00	0.00	0.00	500.00	500.00
2600	OFFICE SUPPLIES	124.13	159.48	0.00	159.48	1,000.00	840.52
2700	GOLF INVENTORY FOR RESALE	3,825.07	17,429.20	3,208.56	20,627.76	38,000.00	17,362.24
2705	Golf Special Orders - Purchases	296.26	1,644.08	0.00	1,644.08	6,000.00	4,355.92
2710	CONCESSION INVENTORY RESALE	3,670.64	12,734.74	7,710.67	20,445.41	49,000.00	28,554.59

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10 GENERAL FUND

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2715 Food purchased not in inventory	911.70	4,192.80	8,707.45	12,900.25	22,000.00	9,099.75
2900 ASSETS NOT CAPITALIZED	404.58	987.58	0.00	987.58	2,500.00	1,512.42
3100 TRAVEL	0.00	0.00	0.00	0.00	500.00	500.00
3150 CONFERENCE FEES AND SCHOOLS	275.00	275.00	0.00	275.00	1,000.00	725.00
3200 COMMUNICATIONS	897.38	3,127.27	6,159.84	9,287.11	11,000.00	1,712.89
3300 UTILITIES	1,425.15	4,379.73	2,061.96	6,441.69	13,500.00	7,058.31
3350 Water Utilities	27.36	88.64	0.00	88.64	500.00	411.36
3400 PRINTING	0.00	49.00	0.00	49.00	500.00	451.00
3500 REPAIRS AND MAINTENANCE	689.58	689.58	0.00	689.58	4,000.00	3,310.42
3700 ADVERTISING	60.40	336.60	483.40	820.00	15,000.00	14,180.00
3800 DATA PROCESSING SERVICES	559.21	2,266.17	5,233.83	7,500.00	7,500.00	0.00
3900 DRUG TESTING & BACKGROUND CHECKS	0.00	390.00	1,610.00	2,000.00	2,000.00	0.00
3940 LANDFILL FEES/DUMPSTER P/U	121.21	602.40	897.60	1,500.00	3,600.00	2,100.00
3950 DUES AND SUBSCRIPTIONS	0.00	429.00	0.00	429.00	800.00	371.00
3955 Permit Fees	120.00	120.00	0.00	120.00	200.00	80.00
3960 BANK AND MERCHANT FEES	1,939.50	6,741.77	9,758.23	16,500.00	22,000.00	5,500.00
3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	250.00	250.00
4300 EQUIPMENT RENTAL	293.62	734.05	1,527.67	2,261.72	2,500.00	238.28
4310 GOLF CART RENTALS	10,654.56	26,636.40	37,290.96	63,927.36	65,800.00	1,872.64
4311 SALES AND USE TAX PAID	1,947.54	6,929.54	0.00	6,829.54	20,000.00	13,170.46
4400 SERVICE & MAINTENANCE CONTRACTS	1,543.36	6,030.72	6,693.76	12,724.48	16,000.00	3,275.52
4500 INSURANCE AND BONDING	0.00	9,930.84	0.00	9,930.84	12,000.00	2,069.16
4990 OTHER CONTRACTED SERVICES	200.50	200.50	1,500.00	1,700.50	3,000.00	1,299.50
5700 CAPITAL OUTLAY - LAND AND	0.00	0.00	0.00	0.00	24,000.00	24,000.00
9700 CONTINGENCY	0.00	0.00	0.00	0.00	2,068.00	2,068.00
Account Total:	52,937.37	202,879.60	98,800.33	301,679.93	651,255.00	349,575.07
5000 Debt Service						
7100 DEBT PRINCIPAL PAYMENTS	0.00	39,669.16	0.00	39,669.16	177,000.00	137,310.84
7200 DEBT INTEREST PAYMENTS	0.00	5,257.46	0.00	5,257.46	24,200.00	18,942.54
Account Total:	0.00	44,946.62	0.00	44,946.62	201,200.00	156,253.38
9600 OTHER FINANCING USES						
9600 TRANSFERS TO OTHER FUNDS	8,480.12	14,852.07	0.00	14,852.07	433,007.50	418,155.43
Account Total:	8,480.12	14,852.07	0.00	14,852.07	433,007.50	418,155.43
Account Group Total:	345,916.14	1,400,103.84	694,381.57	2,094,485.41	6,216,696.68	4,122,211.27
Fund Total:	345,916.14	1,400,103.84	694,381.57	2,094,485.41	6,216,696.68	4,122,211.27

\$1.02 of tax collections transferred to
Gen. Capital Reserve fund.

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11 General Capital Reserve Fund

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	Received
3000					
3831 INVESTMENT EARNINGS	9.13	38.27	150.00	111.73	26 %
3981 TRANSFER FROM GENERAL FUND	8,480.12	14,852.07	97,000.00	82,147.93	15 %
Account Group Total:	8,489.25	14,890.34	97,150.00	82,259.66	15 %
Fund Total:	8,489.25	14,890.34	97,150.00	82,259.66	15 %

\$.02 of tax collections

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11 General Capital Reserve Fund

Account	Object	Expended	Expended	Encumbered	Committed	Current	Available
		Current Month	YTD	YTD	YTD	Appropriation	Appropriation
0							
9600	OTHER FINANCING USES						
9600	TRANSFERS TO OTHER FUNDS	0.00	20,094.00	0.00	20,094.00	80,000.00	59,906.00
9801	Res for Future Exp-Jamestown Park	0.00	0.00	0.00	0.00	17,150.00	17,150.00
	Account Total:	0.00	20,094.00	0.00	20,094.00	97,150.00	77,056.00
	Account Group Total:	0.00	20,094.00	0.00	20,094.00	97,150.00	77,056.00
	Fund Total:	0.00	20,094.00	0.00	20,094.00	97,150.00	77,056.00

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30 WATER AND SEWER

Account	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received		
3000						
3345 INSPECTION AND PERMIT FEES	95.10	378.62	3,000.00	2,621.38	13 %	
3710 UTILITY CHARGE - WATER	100,867.25	350,659.94	905,000.00	554,340.06	39 %	
3720 UTILITY CHARGE - SEWER	561,812.10	900,106.78	2,900,000.00	1,999,893.22	31 %	
3741 Meter Fee	300.00	300.00	500.00	200.00	60 %	
3742 System Development Fees to be transferred (B)	3,000.00	3,000.00	0.00	-3,000.00	** %	
3743 System Administration/Installation Fee	100.00	100.00	100.00	0.00	100 %	
3745 Connection Fees - Water and Sewer	800.00	3,450.00	10,000.00	6,550.00	35 %	
3750 NONPAYMENT / RECONNECTION FEES	2,900.00	6,450.00	10,000.00	3,550.00	65 %	
3755 Return Check Fees	0.00	50.00	500.00	450.00	10 %	
3760 LATE FEES	1,830.00	7,900.00	22,000.00	14,100.00	36 %	
3765 CREDIT CARD ADMINISTRATION FEES	55.00	318.50	700.00	381.50	46 %	
3831 INVESTMENT EARNINGS	12,642.34	46,110.26	125,000.00	78,889.74	37 %	
3839 MISCELLANEOUS REVENUES	40.80	40.80	500.00	459.20	8 %	
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	408,305.00	408,305.00	0 %	
Account Group Total:	684,442.59	1,318,864.90	4,508,605.00	3,189,740.10	29 %	
Fund Total:	684,442.59	1,318,864.90	4,508,605.00	3,189,740.10	29 %	

(B) - System development fees are now required to be transferred to a Capital Reserve fund. Will be transferred next June 2020.

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50 WATER AND SEWER

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
7100	WATER AND SEWER						
1000	SALARIES AND WAGES	43,746.06	175,596.92	0.00	175,596.92	560,000.00	404,403.08
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	13,500.00	13,500.00
1009	FICA EXPENSE	3,339.50	13,404.86	0.00	13,404.86	46,000.00	32,595.14
1010	RETIREMENT EXPENSE	3,836.06	15,384.83	0.00	15,384.83	53,000.00	37,615.17
1011	HEALTH INSURANCE EXPENSE	6,963.30	27,853.20	0.00	27,853.20	64,000.00	56,146.80
1012	FLEX ADMINISTRATION FEES	18.00	72.00	728.00	800.00	800.00	0.00
1013	RETIREE HEALTH INSURANCE EXPENSE	0.00	509.90	0.00	509.90	16,200.00	15,690.10
1014	WORKER'S COMPENSATION	0.00	12,389.00	0.00	12,389.00	15,000.00	2,611.00
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	1,000.00	1,000.00
1016	Wellness Program Expenditures	120.00	480.00	0.00	480.00	1,440.00	960.00
1017	401K EXPENSE	1,907.74	7,566.92	0.00	7,566.92	26,000.00	18,413.08
1019	PROFESSIONAL SERVICES	3,075.00	8,325.00	0.00	8,325.00	11,100.00	2,775.00
2100	DEPARTMENT SUPPLIES	2,250.74	11,074.99	3,631.89	14,706.88	30,000.00	15,293.12
2105	WATER METERS	0.00	0.00	0.00	0.00	30,000.00	30,000.00
2200	FOOD AND PROVISIONS	0.00	70.94	0.00	70.94	1,000.00	929.06
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	1.67	0.00	1.67	15,000.00	14,998.33
2500	VEHICLE SUPPLIES	704.56	1,721.25	600.00	2,321.25	7,500.00	5,178.75
2520	FUELS - GAS & OIL	2,046.77	5,537.95	15,912.12	21,450.07	22,000.00	549.93
2550	EQUIPMENT SUPPLIES	96.00	1,314.85	0.00	1,314.85	5,000.00	3,685.15
2600	OFFICE SUPPLIES	53.24	87.23	0.00	87.23	2,000.00	1,912.77
2750	PURCHASE OF WATER	19,566.30	64,872.60	270,433.70	335,306.30	350,000.00	14,693.70
2755	Water Transmission Fees	1,647.00	4,941.00	0.00	4,941.00	26,000.00	21,059.00
2900	ASSETS NOT CAPITALIZED	5,005.00	10,497.50	2,064.00	12,561.50	15,000.00	2,438.50
3100	TRAVEL	0.00	0.00	0.00	0.00	3,000.00	3,000.00
3150	CONFERENCE FEES AND SCHOOLS	580.00	1,190.00	1,305.00	2,495.00	5,000.00	2,505.00
3200	COMMUNICATIONS	2,978.36	8,564.50	21,270.24	29,834.74	32,300.00	2,465.26
3300	UTILITIES	1,448.80	3,093.43	1,653.04	4,746.47	15,000.00	10,253.53
3350	Water Utilities	0.00	8.32	0.00	8.32	500.00	491.68
3400	PRINTING	361.56	1,145.84	3,718.66	4,864.50	7,000.00	2,135.50
3500	REPAIRS AND MAINTENANCE	350.00	2,657.27	0.00	2,657.27	30,000.00	27,342.73
3700	ADVERTISING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3800	DATA PROCESSING SERVICES	1,306.95	5,283.59	12,716.41	18,000.00	18,000.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	123.00	1,877.00	2,000.00	2,000.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	1,136.20	0.00	1,136.20	1,000.00	-136.20
3950	DUES AND SUBSCRIPTIONS	0.00	340.96	0.00	340.96	2,500.00	2,159.04
3955	Permit Fees	0.00	2,907.50	0.00	2,907.50	4,000.00	1,092.50
3960	BANK AND MERCHANT FEES	1,117.39	4,717.14	5,812.62	10,529.76	11,000.00	470.24
3980	MISCELLANEOUS EXPENSE	0.00	640.68	0.00	640.68	1,500.00	859.32
4300	EQUIPMENT RENTAL	239.92	848.80	1,596.20	2,445.00	3,500.00	1,055.00
4400	SERVICE & MAINTENANCE CONTRACTS	3,750.00	23,875.91	16,714.36	40,590.27	50,000.00	9,409.73
4500	INSURANCE AND BONDING	0.00	38,213.02	0.00	38,213.02	45,000.00	6,786.98
4950	LAB TESTING	140.00	919.00	8,081.00	9,000.00	9,000.00	0.00
4960	SEWER TREATMENT	55,995.29	162,512.52	0.00	162,512.52	900,000.00	737,487.48
4990	OTHER CONTRACTED SERVICES	857.20	4,128.76	7,014.30	11,143.06	150,000.00	138,856.94
4995	ENGINEERING FEES NOT CAPITALIZED	0.00	0.00	0.00	0.00	10,000.00	10,000.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	37,590.26	0.00	37,590.26	78,000.00	40,409.74
5500	CAPITAL OUTLAY EQUIPMENT	0.00	7,348.25	262,301.60	269,649.85	350,000.00	80,350.15
5900	CAPITAL OUTLAY - WATER IMPROVEMENTS	0.00	0.00	5,000.00	5,000.00	500,000.00	495,000.00
5910	CAPITAL OUTLAY - SEWER IMPROVEMENTS	0.00	0.00	0.00	0.00	241,200.00	241,200.00

④ Sewer flow meters purchased

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11/08/19
08:59:35

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 10 / 19

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30 WATER AND SEWER

Account	Object	Expended	Expended	Encumbered	Committed	Current	Available
		Current Month	YTD	YTD	YTD	Appropriation	Appropriation
6800	OPERATING PAYMENTS TO REGIONAL	0.00	44,175.60	0.00	44,175.60	45,000.00	824.40
6801	DEBT PAYMENTS TO PIEDMONT TRIAD	0.00	61,118.66	0.00	61,118.66	123,000.00	61,881.34
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	2,571.42	0.00	2,571.42	10,000.00	7,428.58
9600	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	427,000.00	427,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	8,560.00	8,560.00
Account Total:		163,500.74	789,334.07	643,430.14	1,432,764.21	4,508,605.00	3,075,840.79
Account Group Total:		163,500.74	789,334.07	643,430.14	1,432,764.21	4,508,605.00	3,075,840.79
Fund Total:		163,500.74	789,334.07	643,430.14	1,432,764.21	4,508,605.00	3,075,840.79

11/05/19
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TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 10 / 19

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60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue		%
	Current Month	Received YTD		To Be Received	Received	
3000						
3831 INVESTMENT EARNINGS	1,242.34	5,344.34	14,000.00	8,655.66	38 %	
3986 TRANSFER FROM ENTERPRISE FUNDS	0.00	0.00	27,000.00	27,000.00	0 %	
3992 NET POSITION APPROPRIATED	0.00	0.00	82,000.00	82,000.00	0 %	
Account Group Total:	1,242.34	5,344.34	123,000.00	117,655.66	4 %	
Fund Total:	1,242.34	5,344.34	123,000.00	117,655.66	4 %	

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 10 / 19

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60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Object	Expended	Expended	Encumbered	Committed	Current	Available
		Current Month	YTD	YTD	YTD	Appropriation	Appropriation
0							
7130	RANDLEMAN 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

11/09/19
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TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 10 / 19

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61 WATER AND SEWER CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received	Received	
3000						
3831 INVESTMENT EARNINGS	137.02	441.48	1,500.00	1,058.52	79 %	
3996 TRANSFER FROM ENTERPRISE FUNDS	0.00	0.00	400,000.00	400,000.00	0 %	
Account Group Total:	137.02	441.48	401,500.00	401,058.52	0 %	
Fund Total:	137.02	441.48	401,500.00	401,058.52	0 %	
Grand Total:	1,062,581.22	3,461,118.79	11,346,951.68	7,885,832.89	31 %	

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11/08/19
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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 10 / 19

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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							
6000	OTHER FINANCING USES						
9800	RESERVE FOR FUTURE EXPENDITURES	0.00	0.00	0.00	0.00	401,500.00	401,500.00
	Account Total:	0.00	0.00	0.00	0.00	401,500.00	401,500.00
	Account Group Total:	0.00	0.00	0.00	0.00	401,500.00	401,500.00
	Fund Total:	0.00	0.00	0.00	0.00	401,500.00	401,500.00
Grand Total:		509,416.88	2,209,531.91	1,337,811.71	3,547,343.62	11,346,951.68	7,799,608.06

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Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Financial analysis of golf course operations for October 2019

AGENDA ITEM #: II-E



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: November 19, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

Attached is a report of golf operations for the month of October 2019. For the month of October 2019 in comparison to October 2018, revenues were up by approximately 4.25%. There were 9 bad weather days in October 2019 as opposed to 4 days in October 2018.

Expenditures were up in October 2019 by approximately 2.3% in comparison to October 2018 expenditures.

The resulting net operating loss for the golf course for the month of October 2019 before capital outlay amounts to -\$25,710, while the net operating loss in October 2018 before capital outlay was -\$26,549. Grill operations net loss was -\$1,641 in October 2019 as opposed to \$1,862 net income in October 2018.

Golf rounds for October 2019 were 2,502 while golf rounds for October 2018 were 2,243, an increase of approximately 12%.

The main reason for the increase in expenditures is due to 2 monthly golf cart rental payments being made in the month of October 2019. One payment was made on October 3, and the other payment, instead of being paid in November, was paid on October 31st. There should be no rental payment made in November. Thus, it is a timing reason, rather than an increase in actual expenditures.

ATTACHMENTS: Golf Report October 2019

RECOMMENDATION/ACTION NEEDED: None

BUDGETARY IMPACT: None

SUGGESTED MOTION: None

FOLLOW UP ACTION NEEDED: None

Summary
FYE 6/30/20

	October 2019	October 2018	VARIANCE positive / (negative)	% Variance	YTD FYE 6/30/20	YTD FYE 6/30/19	VARIANCE positive / (negative)	% Variance
<i>Golf Course Operating Revenues</i>	78,953	75,736	3,217	4.25%	384,068	346,092	37,976	10.97%
<i>Golf Course Maintenance Expenditures (before capital outlay)</i>	51,726	58,258	(6,532)	-11.21%	220,186	218,377	(1,809)	-0.83%
<i>Golf Course Golf Shop Expenditures (before capital outlay)</i>	52,937	44,027	8,910	20.24%	202,880	173,552	(29,328)	-16.90%
<i>Net exp < or > rev before Capital Outlay</i>	(25,710)	(26,549)	839	-3.16%	(38,998)	(45,837)	6,839	14.92%
<i>Capital Outlay</i>	-	2,758	(2,758)			5,516	5,516	100.00%
<i>Net expenditures < or > revenues</i>	<u>(25,710)</u>	<u>(29,307)</u>	3,597	12.27%	<u>(38,998)</u>	<u>(51,353)</u>	12,355	24.06%
 <i>Golf Rounds Played (not including complimentary play)</i>	 2,502	 2,243			 11,779	 10,407		
 <i>Bad Weather Days (1)</i>	 9	 4			 14	 15		
<i>Days closed for aerification or other reason</i>	-				2	2		
 <i>Golf course employees paid during the month:</i>								
<i>Full-time positions</i>	9	9						
<i>Part-time hours</i>	934	727						

Golf Course Revenues
Revenues
FYE 6/30/20

	October 2019	October 2018	VARIANCE positive / (negative)	% Variance	YTD FYE 6/30/20	YTD FYE 6/30/19	VARIANCE positive / (negative)	% Variance
Greens	41,567	37,524	4,043	10.77%	202,050	180,155	21,895	12.15%
Cart Rentals	21,528	18,838	2,690	14.28%	102,796	88,735	14,061	15.85%
Pull Carts	18	26	(8)	-30.77%	73	82	(9)	-10.98%
Driving Range	3,625	3,319	306	9.22%	17,535	17,370	165	0.95%
Sales - Golf Shop Inventory	4,955	5,452	(497)	-9.12%	20,126	19,357	769	3.97%
Sales - Golf Shop Concessions	6,540	8,702	(2,162)	-24.84%	38,243	36,388	1,855	5.10%
Golf Clubhouse Rental Fees	720	1,875	(1,155)	-61.60%	3,245	4,005	(760)	-18.98%
	<u>78,953</u>	<u>75,736</u>	3,217	4.25%	<u>384,068</u>	<u>346,092</u>	37,976	10.97%

Jamestown Park Golf Course Operations
Golf Maintenance Expenditures
FYE 6/30/20

	October 2019	October 2018	VARIANCE (positive) / negative	% Variance	YTD FYE 6/30/20	YTD FYE 6/30/19	VARIANCE (positive) / negative	% Variance
<i>Salaries & Employee Benefits</i>	33,329	29,973	3,356	11.20%	142,479	127,046	15,433	12.15%
<i>Supplies & Materials</i>	9,635	17,602	(7,967)	-45.26%	39,981	47,050	(7,069)	-15.02%
<i>Contractual Services</i>	5,622	4,729	893	18.88%	29,038	31,943	(2,905)	-9.09%
<i>Other Operating Expenditures (utilities, communications, etc)</i>	3,140	5,954	(2,814)	-47.26%	8,688	12,338	(3,650)	-29.58%
<i>Total Exp before Capital Outlay</i>	51,726	58,258	(6,532)	-11.21%	220,186	218,377	1,809	0.83%
<i>Capital Outlay</i>	-	2,758	(2,758)		-	5,516	(5,516)	-100.00%
	<u>51,726</u>	<u>61,016</u>	<u>(9,290)</u>	-15.23%	<u>220,186</u>	<u>223,893</u>	<u>(3,707)</u>	-1.66%

Golf Shop Expenditures
FYE 6/30/20

	October 2019	October 2018	VARIANCE (positive) / negative	% Variance	YTD FYE 6/30/20	YTD FYE 6/30/19	VARIANCE (positive) / negative	% Variance
<i>Salaries & Employee Benefits</i>	21,490	18,276	3,214	17.59%	89,655	78,438	11,217	14.30%
<i>Supplies & Materials</i>	10,693	12,917	(2,224)	-17.22%	43,367	32,736	10,631	32.47%
<i>Contractual Services</i>	14,640	7,699	6,941	90.15%	50,362	44,605	5,757	12.91%
<i>Other Operating Expenditures (utilities, communications, etc)</i>	6,114	5,135	979	19.07%	19,496	17,773	1,723	9.69%
<i>Total Exp before Capital Outlay</i>	52,937	44,027	8,910	20.24%	202,880	173,552	29,328	16.90%
<i>Capital Outlay</i>	-	-	-		-	-	-	
	52,937	44,027	8,910	20.24%	202,880	173,552	29,328	16.90%

Grill Operations
FYE 6/30/20

	<u>October 2019</u>	<u>YTD FYE 6/30/20</u>	<u>October 2018</u>	<u>YTD FYE 6/30/19</u>
Golf Shop Grill Revenues	6,540	38,243	8,702	36,388
Golf Shop Rental Revenue	720	3,245	1,875	3,885
	<u>7,260</u>	<u>41,488</u>	<u>10,577</u>	<u>40,273</u>

Expenditures:

Wages	2,728	11,422	2,767	11,356
FICA	208	873	211	868
Benefits	1,077	4,353	901	3,625
Grill supplies	305	1,174	259	649
Food & beverage purchases	4,583	16,928	4,577	14,638
	<u>8,901</u>	<u>34,750</u>	<u>8,715</u>	<u>31,136</u>
	<u>(1,641)</u>	<u>6,738</u>	<u>1,862</u>	<u>9,137</u>

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Sidewalk Updates

AGENDA ITEM #: IV-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: November 19, 2019

ESTIMATED TIME FOR DISCUSSION: 5 minutes

DEPARTMENT: Public Services

CONTACT PERSON: Paul Blanchard

SUMMARY:

The sidewalk projects will be updated at the regular Town Council meeting on November 19, 2019.

East Main Street/Lydia Sidewalk:

The contractor has begun clearing brush and the underground work on the sidewalk near Yorkleigh Lane.

The contractor is submitting shop drawings for review and approval.

The contractor appears poised to work as the weather allows over the fall and winter.

East Fork Pedestrian Bridge:

We have had several conference calls and meetings with the contractor regarding the retaining walls and global stability analysis (GSA). In general, our analysis was necessary to meet the properties of any suitable wall materials, however, the contractor can have a supplier provide the GSA for their specific product. Thus, we anticipate shop drawings and corresponding analysis for one specific product for review.

We have met with NCDOT, our consultant, and the contractor to discuss the closure of East Fork Road for installation of the retaining walls and bridge. Guilford County Schools has been included in the process. We have been approved for a 4 month closure of East Fork Road, but we do not know the timing of the work. The contractor is to provide at least two weeks notice to drivers by portable message boards.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: n/a

BUDGETARY IMPACT: n/a

SUGGESTED MOTION: n/a

FOLLOW UP ACTION NEEDED: none

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Presentation of audit results and 6-30-19 CAFR

AGENDA ITEM #: V-A

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CONSENT AGENDA ITEM

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ACTION ITEM

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INFORMATION ONLY

MEETING DATE: November 19, 2019

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gailman

SUMMARY:

The audit partner from Dixon Hughes Goodman LLP (John Frank) will present the results of the 6-30-19 fiscal year-end audit. He will present some of the highlights from the Comprehensive Annual Financial Report (CAFR). Council members have received a bound copy of the CAFR. There is a copy of the CAFR at Town Hall that anyone may look at. It will also be available to be viewed on the Town website.

ATTACHMENTS: Financial Summary & Dixon Hughes Goodman Report to Town Council

RECOMMENDATION/ACTION NEEDED: None

BUDGETARY IMPACT: None

SUGGESTED MOTION: None

FOLLOW UP ACTION NEEDED: None

Town of Jamestown					
Financial Summary					
Years Ended June 30, 2019 and 2018					

	Fiscal Year Ended June 30, 2019	Fiscal Year Ended June 30, 2018	\$ Increase (Decrease)	% Increase (Decrease)
I. Cash and investments:				
General Fund	4,349,396	3,783,147	566,249	15.0%
Other governmental funds	104,955	135,965	(31,010)	-22.8%
Water & Sewer funds	9,552,905	7,983,610	1,569,295	19.7%
Cash and investments (all funds)	14,007,256	11,902,722	2,104,534	17.7%
II. General Fund Available Fund Balance, per calculation formula from Dept of State Treasurer	4,259,969	3,565,804	694,165	19.5%
III. Remaining Fund Balance, after restrictions and Town's Fund Balance Policy	1,605,235	1,139,084	466,151	40.9%
IV. General Fund revenues and other sources (per Exhibit 4)				
-Ad valorem taxes	2,203,550	2,058,833	144,717	7.0%
-Unrestricted intergovernmental	1,062,224	987,128	75,096	7.6%
-Restricted intergovernmental	233,156	185,302	47,854	25.8%
-Services and fees	1,186,509	1,046,656	139,853	13.4%
-Investment earnings	81,762	39,773	41,989	105.6%
-Miscellaneous	4,275	14,726	(10,451)	-71.0%
-Proceeds from sale of capital assets	25,000	-	25,000	100.0%
-Insurance recovery	10,148	-	10,148	100.0%
-Proceeds from installment financing	-	352,624	(352,624)	-100.0%
Total	4,806,624	4,685,042	121,582	2.6%
V. General Fund expenditures and other uses (per Exhibit 4)				
-General government	834,843	807,989	26,854	3.3%
-Public services	763,320	817,355	(54,035)	-6.6%
-Public safety	888,074	875,569	12,505	1.4%
-Recreation	1,386,920	1,361,983	24,937	1.8%
-Debt service	196,678	134,761	61,917	45.9%
- Transfer out	60,000	135,000	(75,000)	-55.6%
Total	4,129,835	4,132,657	(2,822)	-0.1%
VI. Percentage of available fund balance to budgetary basis expenditures and other uses (excludes transfers)	103.15%	94.33%		
Group average (population 2,500 - 9,999), based on 2018 financial information	Unavailable	81.60%		
VII. Enterprise fund change in net position				
-Water / Sewer Fund	1,287,972	989,756	298,216	30.1%
VIII. Uncollected property taxes receivable (gross)	28,744	27,481	1,263	4.6%
IX. Percentage of current year levy collected	99.58%	99.64%		
Group average (population 2,500 - 9,999), based on 2018 financial information	Unavailable	98.58%		

**Report to the
Town Council**

Town of Jamestown, North Carolina

June 30, 2019

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Contacts

John Frank, CPA

Partner
Dixon Hughes Goodman LLP
1829 Eastchester Drive
High Point, North Carolina 27265
336.822.4308
John.Frank@dhg.com

Derek Church, CPA

Manager
Dixon Hughes Goodman LLP
100 North Main Street
Suite 2300
Winston-Salem, North Carolina 27101
336.714.8150
Derek.Church@dhg.com

Communication with Those Charged with Governance

October 30, 2019

Town Council
Town of Jamestown, North Carolina

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Jamestown (the "Town") for the year ended June 30, 2019, and have issued our report thereon dated October 30, 2019. Professional standards require that we provide you with information about our responsibilities in accordance with auditing standards generally accepted in the United States of America, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 4, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town are described in Note 1 to the financial statements.

No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Accounting estimates are an integral part of the financial statements prepared by management, and are based on management's knowledge and experience about past and current events, and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate of the allowances for doubtful accounts is based on historical collection experience and collateral.

Management's estimate of depreciable lives is based on the expected useful lives of individual capital assets.

Management estimate of postretirement benefits is based on actuarial assumptions and projections that are provided by a third party based on information provided by management.

We evaluated the key factors and assumptions used in determining that the estimates above are reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We did not detect any material misstatements as a result of our audit procedures and the only uncorrected misstatement related to an understatement of revenue and accounts receivable of \$9,516.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter included in the Appendix.

Management Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Significant Matters, Findings, or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to Management's Discussion and Analysis, the Local Government Employees' Retirement System Schedules of Proportionate Share of the Net Pension Liability and Schedules of Contributions, and the Schedule of Changes in the Total OPEB Liability and Related Ratios, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.



We were engaged to report on the combining and individual fund financial statements, budgetary schedules, other schedules, and the schedule of expenditures of federal and state awards, which accompany the financial statements, but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and statistical sections which accompany the financial statements, but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the Town Council and management of Town, and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

Dixon Hughes Goodman LLP

High Point, North Carolina

Appendix

Management Representation Letter

Town of Jamestown, North Carolina
301 E. Main Street
PO BOX 848
Jamestown, North Carolina 27282

October 30, 2019

Dixon Hughes Goodman LLP
1829 Eastchester Drive
High Point, North Carolina 27265

This representation letter is provided in connection with your audit of the financial statements of the Town of Jamestown, North Carolina (the "Town"), which comprise the respective net position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of the date of this letter:

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated June 4, 2019, for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for the preparation of the supplementary information in accordance with the applicable criteria.
2. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
4. The following have been properly accounted for and disclosed in the financial statements:
 - a. Related-party relationships and transactions, including sales, purchases, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties
 - b. Guarantees, whether written or oral, under which the Town is contingently liable
 - c. Other liabilities or gain or loss contingencies
5. Significant estimates that may be subject to a material change in the near term have been properly disclosed in the financial statements. We understand that "near term" means the period within one year of the date of the financial statements. In addition, we have no knowledge of concentrations existing at the date of the financial statements that make the Town vulnerable to the risk of severe impact that have not been properly disclosed in the financial statements.
6. Significant assumptions we used in making accounting estimates, including estimates of fair value, are reasonable.

7. The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
8. We believe that the effects of the uncorrected misstatements in the financial statements during the current engagement are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The uncorrected misstatement was an adjustment to increase grant revenue and increase accounts receivable by approximately \$9,516.
9. We represent to you the following for the Town's fair value measurements and disclosures:
 - a. The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - b. The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - c. The disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP.
 - d. There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.

Information Provided

10. We have provided you with:
 - a. Access to all information of which we are aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
11. All transactions have been recorded in the accounting records and are reflected in the financial statements.
12. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
13. We have no knowledge of any fraud or suspected fraud affecting the Town involving:
 - a. Management.
 - b. Employees who have significant roles in internal control.
 - c. Others when the fraud could have a material effect on the financial statements.
14. We have no knowledge of any allegations of fraud or suspected fraud affecting the Town's financial statements received in communications from employees, former employees, analysts, regulators, short sellers, or others.
15. There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in financial reporting practices.
16. We have disclosed to you the identity of the Town's related parties and all the related party relationships and transactions of which we are aware.
17. The Town has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
18. We have complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
19. We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

20. The Town has satisfactory title to all owned assets and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral except has made known to you.
21. We acknowledge our responsibility for presenting the required supplementary information in accordance with U.S. GAAP, and we believe that the RSI, including its form and content is fairly presented in accordance with U.S. GAAP. The methods of measurement and presentation of the RSI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
22. You have provided the following services:
 - Advising management account appropriate accounting principles
 - Uploading the audited financial statements to the North Carolina State Treasurer's website
 - Assisting with preparation of the financial statementsIn regards to these services provided by you, we have:
 - a. Assumed all management responsibilities.
 - b. Overseen the service by designating an individual within senior management, who possesses suitable skill, knowledge, or experience.
 - c. Evaluated the adequacy and results of the services performed.
 - d. Accepted responsibility for the results of the services.
 - e. Evaluated and maintained internal controls, including monitoring ongoing activities.
23. With respect to the non-attest services performed by you during this engagement, we have received the deliverables from you and have stored these deliverables in information systems controlled by us. We have taken responsibility for maintaining internal control over these deliverables.
24. The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component unites required by generally accepted accounting principles to be included in the financial reporting entity.
25. We have disclosed to you the identity of the Town's related parties and all the related party relationships and transactions of which we are aware.
26. We have complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

Government-Specific

27. We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
28. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
29. We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
30. We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the

determination of financial statement amounts or other financial data significant to the audit objectives.

31. We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
32. There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
33. We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
34. The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
35. The financial statements properly classify all funds and activities, in accordance with GASB Statement No. 34.
36. All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
37. Components of net position (net investment in capital assets; restricted; and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
39. Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
40. Provisions for uncollectible receivables have been properly identified and recorded.
41. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
42. Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
43. Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
44. Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
45. Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
46. The Town has legal right to all impact and connection fees that have been charged by the Town.
47. We have appropriately disclosed the Town's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
48. We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
49. With respect to the reporting requirements of GASB Statement No. 68:
 - a. We have reported all eligible employees to the Local Governmental Employees' Retirement System ("LERS") via the Online Retirement Benefits Integrated Technology ("ORBIT") System.


- b. The census data for all eligible employees reported to LGERS via ORBIT is complete and accurate as of December 31, 2017 (the measurement date for the net pension liability reported at June 30, 2019).
 - c. We are responsible for the Town's compliance with requirements as established in the Retirement System's Handbook.
 - d. We are in agreement with the Town's proportionate share of net pension liability, deferred outflows of resources, deferred inflows of resources, and pension expense as determined by the "GASB 68 Journal Entry Template" posted on the North Carolina Department of State Treasurer's website.
50. With respect to the reporting requirements of GASB Statement No. 75:
- a. We have reported all eligible employees to the OPEB plan via the Online Retirement Benefits Integrated Technology ("ORBIT") System, and separately to the actuaries that completed the actuarial valuation.
 - b. The census data for all eligible employees via ORBIT is complete and accurate as of June 30, 2018 (the measurement date for the total OPEB liability reported as of June 30, 2019).
 - c. We have reported all retirees that are eligible to participate in the OPEB plan to the actuaries that completed the actuarial valuation. The census data for all eligible retirees reported to the actuaries is complete and accurate as of June 30, 2018 (the measurement date for the total OPEB liability reported as of June 30, 2019).
 - d. We are in agreement with the Town's proportionate share of the total pension liability, deferred outflows of resources, deferred inflows of resources, and pension expense as determined by the "GASB 75 Implementation Year Journal Entry Template" posted on the North Carolina Department of State Treasurer's website.
51. We believe that the actuarial assumptions and methods used to measure pension and OPEB activity for financial accounting purposes are appropriate in the circumstances. In addition, we believe the method used to locate pension and OPEB activity between governmental activities and business-type activities is reasonable.
52. We represent to you the following for the Town's fair value measurements and disclosures:
- a. The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
 - b. The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
 - c. The disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP.
 - d. There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
53. With respect to the individual fund statements, budgetary schedules, and other schedules ("supplementary information"):
- a. We acknowledge our responsibility for presenting the supplementary information in accordance with accounting principles generally accepted in the United States of America, and we believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
54. Expenditures of Federal and State awards were below the single audit thresholds in the year ended June 30, 2019, and we were not required to have an audit in accordance with Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and the State Single Audit Implementation Act.

55. We have evaluated subsequent events through the date of this letter, which is the date the financial statements were available to be issued. No events have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements, except as made known to you and as disclosed in the financial statements.

Town of Jamestown, North Carolina



Judy Gallman, Finance Director



Kenneth Cole, Town Manager

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Parks & Recreation Master Plan Update

AGENDA ITEM #: V-B

☐

CONSENT AGENDA ITEM

☐

ACTION ITEM

☒

INFORMATION ONLY

MEETING DATE: Nov. 19, 2019

ESTIMATED TIME FOR DISCUSSION: 15 minutes

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson, Asst. Town Mgr.

SUMMARY:

Staff from McAdams Co. will be presenting a draft of the Parks & Recreation Master Plan to the Town Council.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Consideration of 2020 Council Retreat

AGENDA ITEM #: V-C

☐

CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: November 19, 2019

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Kenny Cole, Town Manager

SUMMARY:

Council typically holds its Annual Retreat in January. This retreat is in addition to our Budget Work Session in March. The purpose of this retreat is to discuss long and short-term issues that may affect town services in the future. These issues also give staff guidance in preparing for our budget work session in March 2020.

Some possible dates are the 18th or 25th of January 2020.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Discussion

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Set date for Council Retreat.

FOLLOW UP ACTION NEEDED: Discuss items for the retreat.

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Public Hearing - Text amendment for PUD zoning district

AGENDA ITEM #: V-D

☐

CONSENT AGENDA ITEM



ACTION ITEM

☐

INFORMATION ONLY

MEETING DATE: Nov. 19, 2019

ESTIMATED TIME FOR DISCUSSION: 30 min.

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson, Asst. Town Mgr.

SUMMARY:

Request to set a public hearing date to consider a text amendment to the LDO for Planned Unit Development (PUD) to be added to the list of zoning districts at the January 21, 2020, regular Town Council meeting.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: Staff recommends setting the public hearing date for Jan. 21, 2020.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to set a public hearing date for Jan. 21, 2020.

FOLLOW UP ACTION NEEDED: Advertise public hearing date once set.

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Council Members
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: 6311 Hickory Hollow Sewer Service

AGENDA ITEM #: V-E



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: November 19, 2019

ESTIMATED TIME FOR DISCUSSION: 10 minutes

DEPARTMENT: Public Services

CONTACT PERSON: Paul Blanchard

SUMMARY:

The resident at 6311 Hickory Hollow Road has requested sewer service to their property. The property is in the ETJ, and it adjoins Jordan Creek Townhomes. During the approval process and construction of Jordan Creek Townhomes, the developer was required to extend sewer to the end of Hickory Hollow Road. This property could be served by an extension of that sewer line, but at this time no other properties have requested sewer service. Due to the layout and topography of Jordan Creek Townhomes, this particular property could be served by a different public sewer line in Jordan Creek without the extension along Hickory Hollow Road, but it will require the acquisition of an easement across the Lea property.

The Town's Water and Sewer Use Policy requires sewer customers to be served by our water and sewer system, or the site has to meet our Exception to the General Policy requirements. In this case, it appears sewer can be provided to subject property at a reasonable cost. Furthermore, it does not appear that the town can provide water service to the site at a reasonable cost at this time. Thus, the site meets the Technical Review Committee criteria for sewer service as the Town cannot deliver all services to the property due to costs and physical constraints.

Additionally, the Policy allows this service as an exception if three additional requirements are met. First, all plumbing issues must meet all applicable building codes. The property meets the second issue allowing extension to a single dwelling unit on 3 acres or less. Lastly, the owner must execute an agreement with the Town, committing to submit a voluntary annexation petition upon request by the Town, in accordance with the policy.

ATTACHMENTS: Attached maps

RECOMMENDATION/ACTION NEEDED: The Town Council can approve or deny the request.

BUDGETARY IMPACT: The owner will pay the sewer System Development Fee of \$1,300 and be charged usage at the outside rates.

SUGGESTED MOTION: --

FOLLOW UP ACTION NEEDED: To be determined

