



Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council
December 20, 2022
6:00 pm in the Civic Center
Agenda

- I. **Call to Order-**
 - A. Roll Call
 - B. Pledge of Allegiance
 - C. Moment of Silence
 - D. Approval of Agenda
- II. **Consent Agenda-**
 - A. Approval of minutes from the November 15th Regular Town Council Meeting
 - B. Unsealing of Closed Session Minutes
 - C. Adoption of Town Council Regular Meeting Schedule 2023
 - D. Analysis of the Financial Position of the Town of Jamestown
 - E. Analysis of the Financial Position of the Jamestown Park & Golf Course
 - F. Notification of Advances
 - G. Budget Amendment #8
- III. **Public Comment**
- IV. **Old Business-**
 - A. **Public Hearings**
 1. Public Hearing on Question of Annexation pursuant to G.S. 160A-31 for the property located at 4718 Harvey Road- Matthew Johnson, Town Manager
 2. Public Hearing on rezoning request from Windsor Homes for property located at 4718 Harvey Road from Agricultural (AG) to Conditional Zoning-Bypass (CZ-B)- Matthew Johnson, Town Manager
 - Consideration of approval/denial of rezoning request
 - Consideration of approval of consistency/inconsistency statement
 - B. Consideration of approval of lease agreement with Pinecroft Sedgefield Fire Department (PSFD) for property located at 6007 West Gate City Blvd. (parcel #156246)- Matthew Johnson, Town Manager
- V. **New Business-**
 - A. Request to set a public hearing date for the consideration of a text amendment to the Land Development Ordinance (LDO) regarding the Planned Unit Development (PUD) zoning district- Matthew Johnson, Town Manager
- VI. **Manager/Committee Reports**
 - A. Manager Report
 - B. Council Member Committee Reports
- VII. **Public Comment**
- VIII. **Other Business**
- IX. **Adjournment**

Working Agenda for the December 20th Regular Town Council Meeting

Tentative Time Line	Agenda Item	Responsible Party	Action required by the Town Council
6:00 pm	I. Call to Order	Mayor Montgomery	Mayor Montgomery to call the meeting to order.
6:00 pm	A. Roll Call	K. Weiner	Weiner to take roll call.
6:00 pm	B. Pledge of Allegiance	Mayor Montgomery	Mayor Montgomery to lead everyone in the Pledge of Allegiance.
6:00 pm	C. Moment of Silence	Mayor Montgomery	Mayor Montgomery to call for a moment of silence
6:00 pm	D. Approval of Agenda	Mayor Montgomery	Mayor Montgomery to ask Council if there are any items that need to be added or deleted. Council Member makes a motion to approve the agenda. Council Member makes a second to the motion. Then vote.
6:05 pm	II. Consent Agenda		
6:05 pm	A. Approval of minutes from the November 15 th Regular TC Meeting B. Unsealing of Closed Session Minutes C. Adoption of Town Council Regular Meeting Schedule 2023 D. Analysis of the Financial Position of the Town of Jamestown E. Analysis of the Financial Positon of the Jamestown Park & GC F. Notification of Advances G. Budget Amendment #8		Council Member makes a motion to approve the consent agenda. Council Member makes a second to the motion. Then vote.
6:05	III. Public Comment		Please state your name and address and adhere to the 3 minute time limit
6:20 pm	IV. Old Business		
6:20 pm	A. Public Hearings		
6:20 pm	1. P.H. on Question of Annexation per G.S. 160A-31 for the property located at 4718 Harvey Road	Call on M. Johnson	Johnson to present information on the annexation request for 4718 Harvey Road. Call Charlie Hall, applicant, forward to speak about annexation request. Call Sarah Glanville, Planning Board Chair, forward to present the Planning Board’s recommendation regarding the rezoning request. Mayor Montgomery to open the public hearing to anyone that would like to speak regarding the annexation request. Please state your name and address and adhere to the 3 minute time limit. Mayor Montgomery to open the floor to Council for discussion. Council Member makes a motion to adopt/deny the ordinance to extend the corporate limits for the annexation of 4718 Harvey Road. Council Member makes a second to the motion. Roll Call Vote.
6:50 pm	2. P. H. on rezoning request from Windsor Homes for property located at 4718 Harvey Road from AG to CZ-B	Call on M. Johnson	Johnson to present information any additional information on the rezoning request for 4718 Harvey Road. Mayor Montgomery to open the public hearing to anyone that would like to speak regarding the rezoning request. Please state your name and address and adhere to the 3 minute time limit. Mayor Montgomery to open the floor to Council for discussion. Council Member make a motion to approve/deny the rezoning request for 4718 Harvey Road from Agricultural (AG) to Conditional Zoning-Bypass (CZ-B) Council Member makes a second to the motion. Roll Call Vote. Council Member makes a motion to approve the consistency/inconsistency statement. Council Member makes a second to the motion. Then vote.
7:00 pm	B. Consideration of approval of lease agreement with PSFD for property located at 6007 West Gate City Blvd.	Call on M. Johnson	Johnson to present an update on the lease agreement with PSFD for property located at 6007 West Gate City Blvd. Johnson to request that Council continue their consideration of the lease agreement to the February 21 st Town Council meeting. Council Member makes a motion to continue the consideration of the lease agreement with PSFD for property located at 6007 West Gate City Blvd. to the February 21 st Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member makes a second to the motion. Then vote.
7:05 pm	V. New Business		
7:05 pm	A. Request to set a public hearing date for the consideration of a text amendment to the LDO regarding the PUD zoning district	Call on M. Johnson	Johnson to request that Council set a public hearing date for the consideration of a text amendment to the LDO regarding the PUD zoning district for the January 17 th TC Meeting. Council Member makes a motion to set a public hearing date for the consideration of a text amendment to the LDO regarding the PUD zoning district for the January 17 th Town Council meeting at 6:00 pm in the Civic Center. Council Member makes a second to the motion. Then vote.
7:10 pm	VI. Manager/Committee Reports		
7:10 pm	A. Manager Report	Call on M. Johnson	Johnson to present his monthly Manager’s Report to Town Council.
7:15 pm	B. Council Member Committee Reports	Mayor Montgomery	Mayor Montgomery to request that Council Members give reports for any Committees that they serve on.

7:20 pm	VII. Public Comment		Please state your name and address and adhere to the 3 minute time limit
7:35 pm	VIII. Other Business		
7:40 pm	IX. Adjournment		Council Member makes a motion to adjourn. Council Member makes a second to the motion. Then vote.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the Nov. 15th Regular TC Meeting

AGENDA ITEM #: II-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: December 20, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Minutes from the November 15th Regular Town Council Meeting

ATTACHMENTS: November 15th Regular Town Council Meeting Minutes

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A

DRAFT

**Regular Meeting of the Town Council
November 15, 2022
6:00 pm in the Civic Center
Minutes & General Account**

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

Staff Members Present: Matthew Johnson, Katie M. Weiner, Paul Blanchard, Ty Cheek, Faith Wilson, & Beth Koonce, Town Attorney

Visitors Present: Lee Johnson, Kevin Keslar, Sherrie Richmond, Lee Richmond, Marc Isaacson, Charlie Hall, Linda Curtis, Pam Karboski, Tom Hall, Cheryl Harvey, Krisdena Reeser, William McLean, Brad Yodar, Steve Auman, Raymond Ellis, Patricia Gray, Richard Kirkman, Stephanie Stephens, Lisa Keck, David Steele, & Carol Brooks

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

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

Weiner stated that a quorum was present.

- Pledge of Allegiance- Mayor Montgomery led everyone in the Pledge of Allegiance.
- Moment of Silence- Mayor Montgomery called for a moment of silence.
- Approval of Agenda- Mayor Montgomery asked if anyone had any changes to make to the agenda. There were no changes suggested.

Council Member Capes made a motion to approve the agenda for the November 15th Town Council meeting as presented. 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 October 11th Special Town Council Meeting
- Approval of minutes from the October 18th Regular Town Council Meeting
- Analysis of the Financial Position of the Town of Jamestown
- Analysis of the Financial Position of the Jamestown Park & Golf Course
- Notification of Advances
- Budget Amendment #7

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

(Budget Amendment #7)

Public Comment- Nobody signed up.

Old Business-

- Public Hearing on Question of Annexation pursuant to G.S. 160A-31 for the property located at 4718 Harvey Road- Johnson stated that the annexation and rezoning request for the property located at 4718 Harvey Road were dependent upon one another. He said that NCDOT was still reviewing the Traffic Impact Analysis (TIA) for the property. He noted that the applicant was present to speak about the review process. Johnson recommended that Council continue the public hearing to the December 20th Town Council meeting.

Mayor Montgomery called the applicant forward.

Charlie Hall came forward. He stated that his address was 1007 Battleground Avenue, Greensboro. Hall added that Tom Hall, President of Windsor Homes, was also present. He said that they were waiting on the final report from NCDOT, and that they expected to receive it in the coming weeks.

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

- Kevin Kesler, 5505 Heworth Court- Kesler thanked the Jamestown staff for being so easy to work with. He stated that he was concerned about the proposed commercial component of the development. He added that he did not believe that Harvey Road was the appropriate place for retail.

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

Council Member Wolfe stated that she had spoken with Rich Glover and Charlie Hall about the proposed development. She added that the two biggest concerns she had heard from community members were regarding the possible increase in traffic and the commercial area. She noted that Hall told her that they were considering potential alternatives.

Charlie Hall came forward. Hall said that they were considering removing the commercial area from the plan. He also noted that in the initial plan, there were six units that had driveways on Harvey Road. Hall stated that they were working on plans for those six units to be built along a private road that connects to the main entrance instead.

Council Member Wolfe said that it was refreshing to work with a developer that was making attempts to resolve the issues raised by the public.

Council Member Capes made a motion to continue the public hearing to the December 20th Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Public Hearing on rezoning request from Windsor Homes for property located at 4718 Harvey Road from Agricultural (AG) to Conditional Zoning-Bypass (CZ-B)- Johnson requested that Council continue the public hearing to the December 20th Town Council meeting.

Mayor Montgomery opened the public hearing to anyone that would like to speak regarding the rezoning request. Nobody came forward.

Mayor Montgomery opened the floor to Council for discussion.

Council Member Capes made a motion to continue the public hearing to the December 20th Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Public Hearing on Question of Annexation pursuant to G.S. 160A-31 for the properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road- Johnson stated that the public hearings for the properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road were all intertwined. He said that staff continued to work with DR Horton on the Development Agreement. He added that staff planned to post the final draft of the Agreement on the Town's website by December 15th. Johnson recommended that Council continue the public hearing to the January 17th Town Council meeting.

Mayor Montgomery asked the applicant if he had any information to add.

Marc Isaacson came forward. He stated that his address was 804 Green Valley Road, Greensboro. He thanked Council for their patience and reiterated that everyone was working diligently to resolve some technical issues within the Agreement. He noted that there were certain requirements in the Land Development Ordinance that were impractical to apply to such a large property.

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

- Cheryl Harvey, 206 Knollwood Drive- Harvey stated that she was having a difficult time hearing the speakers that were addressing Council. She said that she had friends across the state that were fighting against DR Horton because of their numerous lawsuits. She stated that they had a record of not upholding their warranties. Harvey encouraged Council to research DR Horton's pending lawsuits.
- Raymond Ellis, 301 Shadowlawn Drive- Ellis said that he had lived in Town for over 30 years. He noted that he had read about the pending lawsuits DR Horton was facing. He added that he had not spoken to anybody that was in favor of the proposed development. Ellis stated that he was concerned about the apartments, the small homes, and the poorly designed neighborhoods.
- Krisdena Reeser, 2621 Glasshouse Road- Reeser stated that Jamestown United had been created to preserve a quaint, charming, small-town community. She said that community members had united for a common cause. She stated that they had faced criticism from Town staff and elected officials. Reeser claimed that she had been

purposely muted at a previous meeting when she spoke. She also stated that Jamestown United had been accused of being racist. She was offended by the nature of the comments being posted on social media.

Mayor Montgomery asked if anyone else would like to speak. Nobody came forward.

Mayor Montgomery opened the floor to Council for discussion.

Council Member Capes made a motion to continue the public hearing to the January 17th Town Council meeting at 6:00 pm without further advertisement. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Public Hearing on rezoning request from DR Horton for properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road- Johnson requested that Council continue the public hearing to the January 17th Town Council meeting.

Mayor Montgomery opened the public hearing to anyone that would like to speak. Nobody came forward.

Mayor Montgomery opened the floor to Council for discussion.

Council Member Capes made a motion to continue the public hearing to the January 17th Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Public Hearing for consideration of Development Agreement for DR Horton properties- Johnson requested that Council continue the public hearing to the January 17th Town Council meeting.

Mayor Montgomery opened the public hearing to anyone that would like to speak regarding the Development Agreement. Nobody came forward.

Mayor Montgomery opened the floor to Council for discussion.

Council Member Capes made a motion to continue the public hearing to the January 17th Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Public Hearing for the consideration of amendments to the solid waste ordinance- Blanchard presented information on the amendments to the solid waste ordinance to Council. He noted that the current ordinance was from April 2014. He stated that Smith Gardner conducted a study on the solid waste program in August 2021. He noted that they made recommendations that included picking up garbage with automated equipment and allowing Town staff to collect recycling. Blanchard said that the current budget reflected their recommended changes. He stated that operation changes were discussed last spring during the budgeting process. He noted that staff would inform citizens about operational changes including holiday scheduling, utilization of new equipment, changes to routes, etc. through a public information campaign.

Blanchard stated that it was difficult for sanitation staff to finish the route on Tuesdays because of the amount of garbage they were collecting. He noted that it was also very hard to retain staff to work on the back of the garbage truck because it was such a dangerous job. He added that each worker was picking up about 11,000 lbs a day on Tuesdays. Blanchard said that Smith Gardner had recommended that the Town begin using an automated truck that could pick up toters for the safety of staff.

Blanchard said that the amendments to the solid waste ordinance included revisions to the definitions of several terms. He noted that the largest change was that citizens would begin putting their trash out in rollout containers. He added that recycling collection would remain mostly the same. Blanchard stated that bulky items would be picked up at least once a month.

Council Member Wolfe asked if staff would pick up items that were thrown away as a result of remodeling projects such as toilets, sinks, carpet, etc. Blanchard said that sanitation workers would collect those items. He noted that the driver would be able to pick up items like deck umbrellas that would not fit into a cart. He added that the driver would make a note of anything that they could not physically pick up and notify other staff that a bulky item needed to be collected at a certain address.

Council Member Wolfe asked if yard waste would still be collected. Blanchard stated that those items would be collected. However, he said that Town staff did not have the ability to clean up after contractors if there were large trees cut down, excessive debris, etc.

Council Member Straughn spoke with Blanchard about solid waste collection at Airbnb's. Blanchard said that staff considered short-term rental locations to be residential homes and they would be serviced.

Council Member Straughn asked if staff would collect leaves if they were blown by a contractor. Blanchard stated that staff would continue to pick up leaves whether they were placed at the curb by a contractor or a homeowner.

Council Member Straughn asked for clarification about the collection of garbage that resulted from remodeling projects. He wanted to know how long bulky items would be along the curb if citizens missed the bulky item pickup day. Blanchard said that staff would determine where the bulky items were located and that they would be collected at least once a month. He noted that the intent was to provide the same level of service to citizens even though there would be changes to operations. He added that it may not be reasonable to run a bulky item pickup route every week if there were not items to collect.

Council Member Straughn continued to speak with Blanchard about the details of yard waste and bulky item pickup. Blanchard stated that the public service employees take pride in their work and reiterated that the goal was to provide the same level of service to citizens.

Mayor Montgomery spoke with Blanchard about current guidelines for bulky item pickup.

Council Member Straughn noted that the ordinance stated that no owner or occupant could refuse service or citation. Koonce said that the paragraph allowed the Town to collect fees that

resulted from penalties through litigation if necessary. She stated that it set a presumption that the solid waste service was valid if a citation were issued.

Koonce noted that she had made a couple of grammatical suggestions to Blanchard. She specified her corrections and added that they were not substantive changes.

Mayor Montgomery opened the public hearing to anyone that would like to speak regarding the solid waste ordinance.

- Raymond Ellis, 301 Shadowlawn Drive- Ellis stated that some people in the community were not able to roll the toters to the end of their driveways. He noted that people liked the recycling toters, but nobody was in favor of having toters for garbage collection. He said that Jamestown currently had the best garbage pickup in the state and he did not want that to change. He said that things were working perfectly as they were.
- David Steele, 101 Pearce Drive- Steele said that he did not think anything should change regarding solid waste collection. He noted that he was amazed at the level of service provided to the citizens when he moved to Jamestown. He reiterated that everything was working well. Steele also spoke about the number of tractor trailers that drove on Guilford Road. He stated that he biked to work and it was very dangerous with the amount of large trucks driving through Jamestown. He thanked Council and staff for their hard work.
- Cheryl Harvey, 206 Knollwood Drive- Harvey said she had lived in Jamestown all her life except for when she left for school. She added that the trash pickup was fabulous. She stated that some of the older people in the community could not roll the toters to the curb. She said that there needed to be accommodations for those people. She wanted garbage collection to remain the same and encouraged Council to reconsider. Harvey reiterated that she could not hear in the audience.

Mayor Montgomery asked if anyone else would like to speak. Nobody came forward.

Mayor Montgomery opened the floor to Council for discussion.

Council Member Rayborn said that there was a need for further education on the changes to solid waste pickup. She stated that staff would assist those that were not physically able to get their toters to the curb. She noted that utilizing toters for solid waste pickup had been discussed for over a decade. Council Member Rayborn said that she had spoken with a lot of people that were in favor of toters as well as those that did not want them. She highlighted that the ordinance was not hastily thrown together and that more education would be provided to minimize confusion. She encouraged anyone that was concerned to reach out to Council Members and Town staff. She noted that she had spoken with staff about a few items that needed clarification and they were addressed. Council Member Rayborn stated that automated pickup would be a much safer option for the Town's sanitation workers.

Council Member Straughn stated that it was necessary to use automated equipment in order make things safer for the sanitation workers. However, he said that toters littered the streets in Greensboro and that it was going to be a difficult transition. He noted that collection days would

be reduced from twice a week to once a week. Council Member Straughn stated that he was not in favor of the ordinance as it was written and he believed it was a reduction in services for citizens.

Council Member Capes said that he agreed with Council Member Rayborn's statements.

Council Member Wolfe stated that everybody loved the Public Services Department. She added that she had spoken to as many people that were in favor of toters as those that were opposed to the change. She noted that the crows and animals tearing into the bags were an issue. Council Member Wolfe highlighted that there was an option for staff to assist those that were not physically able to roll their toters to the curb. She added that the sanitation crew currently had to work on the back of the truck in rain, snow, etc. She said that it was difficult to retain employees that worked on the sanitation truck. She noted that the move to automated pickup would increase safety for staff.

Council Member Wolfe asked Johnson if the ordinance could be approved even though there were grammatical changes requested.

Johnson stated that the ordinance could be approved that night and recommended that Council adopt it with the changes.

Council Member Straughn asked when the ordinance had been presented to the public. Johnson said that the current public hearing was the first one held regarding the amendments.

Council Member Capes made a motion to approve the amendments to the solid waste ordinance with the suggested changes. Council Member Rayborn made a second to the motion.

Weiner took roll call as follows:

Council Member Wolfe- Aye
Council Member Capes- Aye
Council Member Straughn- Nay
Council Member Rayborn- Aye

The motion passed with a 3 to 1 vote with Council Member Straughn voting in opposition.

New Business

- Consideration of award of contract to Thomas-James Construction LLC for the construction of bathrooms at the Jamestown Park & Golf Course- Johnson stated that staff would like to recommend the award of contract for the construction of two new bathroom facilities at the Jamestown Park and Golf Course to Thomas-James Construction, LLC in the amount of \$244,471.00. He noted that Thomas-James Construction, LLC was the lowest, responsive, responsible bidder. He added that the contract was included in Council's packet and that it had been reviewed by the Town Attorney. Johnson said that the estimated completion time for the project was 18 weeks.

Council Members discussed the location, timeframe, and the initial budget for the project with Johnson.

Council Member Capes made a motion to award the contract to Thomas-James Construction, LLC in the amount of \$244,471 to construct new bathrooms at the golf course and authorize the Town Manager and Finance Director to execute all documents. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Consideration of approval of municipal supplemental agreement with the North Carolina Department of Transportation (NCDOT)- Blanchard stated that NCDOT had forwarded a municipal supplemental agreement for the East Main Street Sidewalk Project to staff to provide state and federal funding for certain cost overruns. He added that several items were extended during construction with NCDOT's approval and recommendation causing those line items to exceed the contract amount. He noted that the Town needed to execute the agreement in order to receive those funds. Blanchard stated that the amount of additional funding from the agreement amounted to \$591,054. He requested that Council approve the receipt of the funding.

Council Member Wolfe discussed the details of the reimbursement with Blanchard.

Council Member Capes made a motion to approve the municipal supplemental agreement with NCDOT for the East Main Street Sidewalk Project. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

Manager/Committee Reports

- Manager Report- Johnson presented his monthly Manager Report to Council. He stated that loose leaf collection began on October 24th and would run continuously until February 24th. He thanked the Jamestown Veterans Committee for planning to host a Veterans Day flag-raising event at Wrenn Miller Park. Johnson said that the Jamestown Rotary Club would host their annual Christmas Parade on December 4th. He added that Hawryluk would be out of the office for the next few months. He highlighted that Cheek had stepped up in the Planning Department and would be handling planning related issues in her absence.
- Council Member Committee Reports-
 - Council Member Wolfe said that she had attended a TAC meeting on October 25th. She noted that the cleanup after Hurricane Ian and the installment of charging stations along highways was discussed. She stated that the Jamestown Bypass should be completed by the end of November.
 - Council Member Capes stated that Christmas on Main would be held on December 7th, 14th, and 21st.
 - Council Member Straughn said that he had attended a meeting held by Guilford County regarding the opioid epidemic. He stated that possible treatment options for those struggling with addiction was discussed along with ways to fund programs.

Public Comment- Nobody signed up.

Other Business- Council Member Wolfe noted that filming had taken place on November 5th for the solid waste public service announcement video.

Council Member Wolfe discussed the status of the Oakdale Sidewalk Project with Blanchard.

DRAFT

Council Member Wolfe spoke with Johnson about the status of the Oakdale Cotton Mill.

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

The meeting ended at 7:18 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Unsealing of Closed Session Minutes

AGENDA ITEM #: II-B

☐

CONSENT AGENDA ITEM

☐

ACTION ITEM

☐

INFORMATION ONLY

MEETING DATE: December 20, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

The Town Attorney completed her annual review of the closed session minutes to determine if any were eligible to be unsealed. She has recommended that they all remain sealed at this time.

ATTACHMENTS: None

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Adoption of Town Council Regular Meeting Schedule 2023

AGENDA ITEM #: II-C



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: December 20, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

The Town Council must approve its regular meeting schedule annually. The meetings will be held on the third Tuesday of every month at 6:00 pm, with the exception of the August Town Council meeting. The meeting in August will be held on the fourth Tuesday, August 22, 2023. The meeting dates are listed on the attachment.

ATTACHMENTS: Regular Town Council Meeting Schedule 2023

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

**Town of Jamestown
Town Council Regular Meeting Schedule for 2023**

All meetings are held at 6:00 pm

- January 17, 2023
- February 21, 2023
- March 21, 2023
- April 18, 2023
- May 16, 2023
- June 20, 2023
- July 18, 2023
- ***August 15, 2023- rescheduled to August 22, 2023**
- September 19, 2023
- October 17, 2023
- November 21, 2023
- December 19, 2023

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Financial Analysis for November 2022

AGENDA ITEM #: II-D



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: December 20, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

Summary schedule of cash & deposits, debt balances, total revenues collected to date and expenditures to date is provided. A detailed budget to actual statements is also included as of 11-30-22.

Expenditures during November include striping on Potter Drive, new garbage truck with tipper and a curroto can, new water fountain for the park, architectural design work for bathrooms at Wrenn Miller and golf course, MultiPro Sprayer received for golf course maintenance and hydrant replacement at West Main and Penny Road. Debt service payments were made on the golf course facility, knuckleboom truck, and water sewer facility. Services during the month include code enforcement, strategic plan for the golf course, stormwater, pay study classification.

Interest rates on earnings continue to increase.

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

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

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

Petty Cash	\$ 1,350
Operating Cash	1,799,863
Certificates of Deposit	3,004,510
Money Market Accounts - First Bank	1,944,123
North Carolina Capital Management Trust	<u>11,373,064</u>
	<u>\$ 18,122,910</u>

Reservations of cash:

Cash reserved for Randleman Reservoir	\$ 582,613
Cash reserved by Powell Bill for street improvements	396,004
General Capital Reserve Fund	78,406
Lydia Multi-use Greenway Capital Project	3,767
Oakdale Sidewalk Phase 3	114,196
Oakdale Sidewalk Phase 2	30,103
Recreational Maintenance Facility Capital Project	889,356
Grants Project Ordinance Fund - ARP	1,431,189
Water Sewer Capital Reserve Fund	<u>1,298,339</u>
	<u>\$ 4,823,974</u>

Cash by Fund:

General	\$ 4,287,789
General Capital Reserve Fund	78,406
Lydia Multi-use Greenway Capital Project	3,767
Oakdale Sidewalk Phase 3	114,196
Oakdale Sidewalk Phase 2	30,103
Recreational Maintenance Facility Capital Project	889,356
Grants Project Ordinance fund - ARP	1,431,189
Water/Sewer	9,407,152
Randleman Reservoir	582,613
Water/Sewer Capital Reserve Fund	<u>1,298,339</u>
	<u>\$ 18,122,910</u>

Cash by Bank:

NCCMT	\$ 11,373,064
Pinnacle Bank	3,799,864
First Bank	<u>2,948,633</u>
	<u>\$ 18,121,560</u>

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

Installment Purchase Debt:	Balance at 11/30/2022	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Sanitation truck, financed in 2017	\$ 38,535	12/1/2023	2023/2024
Leaf truck, financed in 2017	39,392	12/1/2023	2023/2024
Knuckleboom truck, financed in 2020	74,859	5/7/2025	2024/2025
Golf Clubhouse Renovation	<u>333,353</u>	11/3/2027	2027/2028
	<u>\$ 486,139</u>		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	<u>\$ 249,973</u>	11/3/2027	2027/2028

Town of Jamestown
Financial Summary Report
Total Revenues & Expenditures by Fund
as of November 30, 2022

	<u>General Fund (#10)</u>	<u>General Capital Reserve Fund (#11)</u>	<u>Water/Sewer Fund (#13)</u>	<u>Randlemen Reservoir Fund (#60)</u>	<u>Water/Sewer Capital Reserve Fund (#61)</u>	
Current Year Revenues (and transfers)	3,232,308	94,998	1,121,883	37,754	430,858	
% of budget received	34%	75%	13%	32%	43%	
% of budget, excluding appropriated fund balance, received	43%	75%	23%	117%	78%	
Expenditures (and transfers)	2,905,587	18,884	1,706,685	-	-	
% of budget expended	30%	15%	20%	0%	0%	
		<u>Fund (#17)</u>	<u>Fund (#18)</u>	<u>Fund (#20)</u>	<u>Fund (#21)</u>	<u>Fund (#22)</u>
		<u>Lydia (E Main) Capital Project</u>	<u>Oakdale Sidewalk Ph 3 Capital Project</u>	<u>Recreational Mgmt Facility Capital Project</u>	<u>Oakdale Sidewalk Ph 2 Capital Project</u>	<u>Special Revenue Grants Fund</u>
Life to Date Revenues & Other Financing Sources		2,157,713	218,687	1,078,411	79,589	1,431,492
% of budget received		108%	32%	100%	40%	100%
Life to Date Expenditures		2,104,130	103,987	189,054	49,486	-
% of budget expended		106%	16%	18%	25%	0%

12/12/22
12:16:28

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 11 / 22

Page: 1 of 5
Report ID: B110

10 GENERAL FUND

Account	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received		
3000						
3100 AD VALOREM TAXES	83,076.08	2,186,594.71	2,822,000.00	635,403.29		77 %
3101 Interest on Ad Valorem Taxes	118.17	281.59	2,500.00	2,218.41		11 %
3102 Tax and Tag revenue	21,966.65	68,697.89	234,600.00	165,902.11		29 %
3103 Interest on Tax and Tag Revenues	139.29	526.55	1,100.00	573.45		48 %
3230 SALES AND USE TAX	91,404.61	178,839.52	1,050,000.00	871,160.48		17 %
3250 Solid Waste Disposal Tax	700.73	1,341.84	3,400.00	2,058.16		39 %
3256 ELECTRICITY SALES TAX	0.00	0.00	206,000.00	206,000.00		0 %
3257 TELECOMMUNICATIONS SALES TAX	0.00	0.00	39,000.00	39,000.00		0 %
3258 PIPED NATURAL GAS SALES TAX	0.00	0.00	21,000.00	21,000.00		0 %
3261 VIDEO PROGRAMMING TAX	0.00	0.00	36,000.00	36,000.00		0 %
3316 POWELL BILL	0.00	53,744.36	103,000.00	49,255.64		52 %
3322 ALCOHOLIC BEVERAGES TAX	0.00	0.00	17,000.00	17,000.00		0 %
3325 ABC DISTRIBUTION	12,500.00	25,000.00	50,000.00	25,000.00		50 %
3341 Telecommunications Planning Fees	0.00	0.00	7,500.00	7,500.00		0 %
3343 REVIEW FEES	700.00	5,301.00	7,500.00	2,199.00		71 %
3344 CODE ENFORCEMENT FEES	0.00	0.00	100.00	100.00		0 %
3345 INSPECTION AND PERMIT FEES	100.00	275.00	200.00	-75.00		138 %
3346 CELL TOWER LEASE REVENUE	2,646.00	14,795.73	83,000.00	68,204.27		18 %
3348 REFUSE COLLECTION FEES	17,132.50	85,340.00	203,700.00	118,360.00		42 %
3600 GREEN FEES	34,322.00	285,464.25	535,000.00	249,535.75		53 %
3610 MECHANICAL CART RENTALS	18,233.00	151,334.00	280,000.00	128,666.00		54 %
3620 FULL CART RENTALS	14.00	122.00	300.00	178.00		41 %
3650 DRIVING RANGE	3,552.00	18,663.00	55,000.00	36,337.00		34 %
3660 GOLF SHOP CONCESSIONS SALES	6,028.52	50,918.97	89,000.00	38,081.03		57 %
3661 Golf Shop Grill Catering Revenues	0.00	0.00	500.00	500.00		0 %
3665 Golf Special Orders - Sales	709.00	7,798.85	12,000.00	4,201.15		65 %
3675 Golf Clubhouse Rental Fees	0.00	2,190.00	8,000.00	5,810.00		27 %
3831 INVESTMENT EARNINGS	10,910.85	35,641.98	40,000.00	4,358.02		89 %
3832 Sponsorships	0.00	50.00	0.00	-50.00		** %
3835 SALES OF FIXED ASSETS	0.00	3,250.00	0.00	-3,250.00		** %
3836 SALES - PRO SHOP GOLF INVENTORY	3,411.78	30,100.64	59,000.00	28,699.36		51 %
3837 SHEDS/RENTALS	0.00	1,600.00	3,000.00	1,400.00		53 %
3838 Building lease revenue	0.00	1.00	3,611.00	3,610.00		0 %
3839 MISCELLANEOUS REVENUES	19.15	247.10	500.00	252.90		49 %
3840 Rental Golf Sets	105.00	1,655.00	2,400.00	745.00		69 %
3841 Ball Field Rentals	1,650.00	3,650.00	8,000.00	4,350.00		46 %
3983 TRANSFER FROM GENERAL CAPITAL RESERVE FUND	0.00	18,884.07	75,000.00	56,115.93		25 %
3985 Transfer from Grant Project Fund	0.00	0.00	1,429,995.00	1,429,995.00		0 %
3990 POWELL BILL RESERVE APPROPRIATED	0.00	0.00	197,000.00	197,000.00		0 %
3991 FUND BALANCE APPROPRIATED	0.00	0.00	1,893,697.00	1,893,697.00		0 %
Account Group Total:	309,439.33	3,232,309.05	9,579,603.00	6,347,293.95		34 %
Fund Total:	309,439.33	3,232,309.05	9,579,603.00	6,347,293.95		34 %

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 1 of 12
Report ID: B1008

30 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 18,160.00	41,705.50	50,487.00	92,192.50	150,000.00	57,807.50
2100 DEPARTMENT SUPPLIES	146.10	314.14	878.50	1,192.64	2,000.00	807.36
2200 FOOD AND PROVISIONS	0.00	202.12	1,341.48	1,543.60	2,500.00	956.40
2600 OFFICE SUPPLIES	0.00	15.99	0.00	15.99	200.00	184.01
2900 ASSETS NOT CAPITALIZED	0.00	0.00	0.00	0.00	1,500.00	1,500.00
3100 TRAVEL	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3150 CONFERENCE FEES AND SCHOOLS	0.00	450.00	0.00	450.00	2,300.00	1,550.00
3200 COMMUNICATIONS	0.00	0.00	0.00	0.00	2,500.00	2,500.00
3400 PRINTING	0.00	0.00	0.00	0.00	500.00	500.00
3700 MARKETING / ADVERTISING	180.00	390.00	0.00	390.00	1,000.00	610.00
3800 DATA PROCESSING SERVICES	49.75	216.23	583.77	600.00	900.00	0.00
3950 DUES AND SUBSCRIPTIONS	0.00	1,782.00	0.00	1,782.00	2,300.00	518.00
3955 Permit Fees	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4990 OTHER CONTRACTED SERVICES	300.00	1,537.50	2,962.50	4,500.00	5,500.00	1,000.00
9700 CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:	18,835.85	46,613.48	56,253.25	102,866.73	174,300.00	71,433.27
4200 ADMINISTRATION EXPENDITURES						
1000 SALARIES AND WAGES	36,392.00	182,751.00	0.00	182,751.00	450,000.00	267,249.00
1003 LONGEVITY PAY	0.00	0.00	0.00	0.00	9,000.00	9,000.00
1009 FICA EXPENSE	2,750.46	13,794.83	0.00	13,794.83	35,000.00	21,205.17
1010 RETIREMENT EXPENSE	4,360.88	21,900.53	0.00	21,900.53	55,000.00	33,099.47
1011 HEALTH INSURANCE EXPENSE	4,410.50	19,389.80	0.00	19,389.80	55,000.00	35,610.20
1012 FLEX & PR TIME ADMIN FEES	6.00	48.00	168.00	216.00	700.00	484.00
1014 WORKER'S COMPENSATION	0.00	545.47	0.00	545.47	700.00	154.53
1017 401K EXPENSE	1,794.62	8,943.25	0.00	8,943.25	22,000.00	13,056.75
1019 PROFESSIONAL SERVICES	0.00	8,587.50	8,912.50	17,500.00	17,500.00	0.00
2100 DEPARTMENT SUPPLIES	534.56	1,836.86	434.58	2,271.44	2,000.00	-271.44
2200 FOOD AND PROVISIONS	0.00	513.18	0.13	513.31	1,000.00	486.69
2600 OFFICE SUPPLIES	497.04	657.83	0.00	657.83	2,200.00	1,542.17
2900 ASSETS NOT CAPITALIZED	464.98	2,272.92	0.00	2,272.92	5,000.00	2,727.08
3100 TRAVEL	279.00	2,104.86	0.00	2,104.86	10,000.00	7,895.14
3150 CONFERENCE FEES AND SCHOOLS	325.00	2,114.00	0.00	2,114.00	7,000.00	4,886.00
3200 COMMUNICATIONS	499.89	3,075.08	2,814.92	5,890.00	10,700.00	4,810.00
3400 PRINTING	0.00	0.00	0.00	0.00	500.00	500.00
3500 REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	300.00	300.00
3700 MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	100.00	100.00
3800 DATA PROCESSING SERVICES	1,344.25	7,904.96	11,083.04	18,988.00	19,000.00	12.00
3900 DRUG TESTING & BACKGROUND CHECKS	0.00	123.00	0.00	123.00	0.00	-123.00
3950 DUES AND SUBSCRIPTIONS	222.46	8,971.30	384.86	9,356.16	11,500.00	2,143.84
3960 BANK AND MERCHANT FEES	0.00	0.00	0.00	0.00	200.00	200.00
3980 MISCELLANEOUS EXPENSE	0.00	2.00	0.00	2.00	1,000.00	998.00
4300 EQUIPMENT RENTAL	263.00	1,002.02	1,785.82	2,787.84	3,500.00	712.16
4400 SERVICE & MAINTENANCE CONTRACTS	0.00	6,953.96	278.58	7,232.54	13,000.00	5,767.46
4500 INSURANCE AND BONDING	0.00	644.30	300.00	944.30	1,000.00	55.70
4990 OTHER CONTRACTED SERVICES	② 3,882.27	22,471.86	9,161.75	31,633.61	46,000.00	14,366.39
6820 First Bank Credit Card Encumbrance	0.00	0.00	4,000.00	4,000.00	4,000.00	0.00

① Legal fees - Roberson Haworth + Reese, Fox Rothschild

② The MAPs Group - Pay Classification Study

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 2 of 12
Report ID: B1008

10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
Account Total:		58,026.91	316,608.51	39,324.18	355,932.69	782,900.00	426,967.31
4900 PLANNING DEPARTMENT EXPENDITURES							
1000	SALARIES AND WAGES	8,352.00	34,007.60	0.00	34,007.60	111,000.00	76,992.40
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	750.00	750.00
1009	FICA EXPENSE	644.52	2,617.06	0.00	2,617.06	8,550.00	5,932.94
1010	RETIREMENT EXPENSE	1,014.76	4,053.35	0.00	4,053.35	13,500.00	9,446.65
1011	HEALTH INSURANCE EXPENSE	1,764.20	6,174.70	0.00	6,174.70	21,600.00	15,425.30
1012	FLEX & PR TIME ADMIN FEES	12.00	42.00	102.00	144.00	500.00	356.00
1014	WORKER'S COMPENSATION	0.00	340.92	0.00	340.92	500.00	159.08
1017	401K EXPENSE	417.62	1,683.10	0.00	1,683.10	5,550.00	3,866.90
2100	DEPARTMENT SUPPLIES	63.46	504.28	105.82	610.10	3,500.00	2,889.90
2200	FOOD AND PROVISIONS	0.00	112.49	0.00	112.49	750.00	637.51
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
2520	FUELS - GAS & OIL	0.00	131.65	0.00	131.65	500.00	368.35
2600	OFFICE SUPPLIES	22.49	75.47	0.00	75.47	2,000.00	1,924.53
2900	ASSETS NOT CAPITALIZED	29.99	1,408.93	0.00	1,408.93	4,500.00	3,091.07
3100	TRAVEL	0.00	7.00	0.00	7.00	2,500.00	2,493.00
3150	CONFERENCE FEES AND SCHOOLS	575.00	1,264.00	0.00	1,264.00	3,000.00	1,736.00
3200	COMMUNICATIONS	199.97	861.76	1,124.34	1,986.10	4,100.00	2,113.90
3400	PRINTING	0.00	0.00	0.00	0.00	1,250.00	1,250.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	500.00	500.00
3700	MARKETING / ADVERTISING	0.00	270.00	8,100.00	8,370.00	20,000.00	11,630.00
3800	DATA PROCESSING SERVICES	332.96	1,408.82	4,791.18	6,200.00	6,200.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	119.00	131.00	250.00	250.00	0.00
3950	DUES AND SUBSCRIPTIONS	474.89	2,853.75	1,087.84	3,941.59	5,000.00	1,058.41
3980	MISCELLANEOUS EXPENSE	0.00	47.00	0.00	47.00	500.00	453.00
4400	SERVICE & MAINTENANCE CONTRACTS	0.00	0.00	0.00	0.00	700.00	700.00
4500	INSURANCE AND BONDING	0.00	193.29	0.00	193.29	300.00	106.71
4990	OTHER CONTRACTED SERVICES	3,371.96	17,765.44	41,221.09	58,986.52	70,000.00	11,013.48
4991	Telecommunications Contracted	0.00	0.00	7,500.00	7,500.00	7,500.00	0.00
6820	First Bank Credit Card Encumbrance	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	2,500.00	2,500.00
Account Total:		17,275.82	75,941.61	65,163.26	141,104.87	299,000.00	157,895.13
5000 BUILDING & GROUNDS EXPENDITURES							
2100	DEPARTMENT SUPPLIES	415.78	1,925.05	656.94	2,581.99	8,000.00	5,418.01
2140	SEED and SOD	0.00	800.00	0.00	800.00	800.00	0.00
2141	CHEMICALS	0.00	0.00	0.00	0.00	500.00	500.00
2142	FERTILIZER AND LIME	0.00	300.00	0.00	300.00	600.00	300.00
2144	MULCH & PINE NEEDLES	0.00	0.00	0.00	0.00	2,500.00	2,500.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	2,500.00	2,500.00
2900	ASSETS NOT CAPITALIZED	0.00	0.00	0.00	0.00	7,500.00	7,500.00
3200	COMMUNICATIONS	113.04	721.70	1,198.30	1,920.00	2,000.00	80.00
3300	UTILITIES	1,534.37	6,748.18	4,914.20	11,662.38	30,000.00	18,337.62
3350	Water Utilities	35.52	55.50	0.00	55.50	500.00	444.50
3500	REPAIRS AND MAINTENANCE	2,250.00	2,670.00	1,876.58	4,546.58	50,000.00	45,453.42
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	500.00	500.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4300	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	200.00	200.00
4400	SERVICE & MAINTENANCE CONTRACTS	2,687.50	19,162.63	17,666.50	36,829.13	40,000.00	3,170.87

③ Code Enforcement Services

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 3 of 12
Report ID: B1008

10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
4500	INSURANCE AND BONDING	0.00	16,107.76	0.00	16,107.76	22,000.00	5,892.24
4990	OTHER CONTRACTED SERVICES	125.00	1,861.00	24,437.00	26,298.00	42,000.00	15,702.00
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	17,590.00	15,300.00	32,890.00	352,500.00	319,610.00
9700	CONTINGENCY	3.00	0.00	0.00	0.00	4,000.00	4,000.00
Account Total:		7,161.21	67,941.82	66,049.52	133,991.34	566,600.00	432,608.66
5100	PUBLIC SAFETY EXPENDITURES						
4910	SHERIFF CONTRACT	0.00	91,225.62	0.00	91,225.62	550,000.00	458,774.38
4911	Sheriff Off Duty - Town events	0.00	1,872.00	4,628.00	6,500.00	6,500.00	0.00
4912	Sheriff off-duty for non-profit	0.00	0.00	0.00	0.00	2,500.00	2,500.00
4920	ANIMAL CONTROL CONTRACT	0.00	2,510.00	7,530.00	10,040.00	11,000.00	3,960.00
Account Total:		0.00	95,607.62	12,158.00	107,765.62	573,000.00	465,234.38
5300	FIRE EXPENSES						
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3956	Fire Inspection Fees	0.00	0.00	0.00	0.00	12,000.00	12,000.00
3980	MISCELLANEOUS EXPENSE	0.00	59.44	0.00	59.44	300.00	240.56
4900	PINECROFT SEDGEFIELD FIRE CONTRACT	0.00	433,076.96	0.00	433,076.96	866,154.00	433,077.04
4990	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	9,000.00	9,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:		0.00	433,136.40	0.00	433,136.40	889,954.00	456,817.60
5600	STREET MAINTENANCE EXPENDITURES						
2100	DEPARTMENT SUPPLIES	21.96	111.97	0.00	111.97	6,000.00	5,888.03
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	774.35	6,000.00	6,774.35	8,000.00	1,225.65
2500	VEHICLE SUPPLIES	1,629.28	1,629.28	23.13	1,652.41	7,000.00	5,347.59
2520	FUELS - GAS & OIL	724.09	724.09	0.00	724.09	6,000.00	5,275.91
2900	ASSETS NOT CAPITALIZED	0.00	299.49	702.00	1,001.49	20,000.00	18,998.51
3300	UTILITIES	14,017.28	57,593.34	0.00	57,593.34	160,000.00	102,406.66
3500	REPAIRS AND MAINTENANCE	0.00	1,097.27	0.00	1,097.27	8,000.00	6,902.73
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	500.00	500.00
3955	Permit Fees	0.00	860.00	0.00	860.00	1,100.00	240.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	100.00	100.00
4300	EQUIPMENT RENTAL	0.00	320.92	219.08	540.00	540.00	0.00
4400	SERVICE & MAINTENANCE CONTRACTS	167.50	837.50	2,322.50	3,160.00	5,600.00	2,440.00
4500	INSURANCE AND BONDING	0.00	0.00	0.00	0.00	1,200.00	1,200.00
4980	STORMWATER FEES	0.00	5,605.00	0.00	5,605.00	6,000.00	395.00
4990	OTHER CONTRACTED SERVICES	④ 6,179.12	16,207.15	20,537.00	36,744.15	75,000.00	38,255.85
5500	CAPITAL OUTLAY EQUIPMENT	0.00	8,432.79	0.00	8,432.79	8,500.00	67.21
9700	CONTINGENCY	0.00	0.00	0.00	0.00	460.00	460.00
Account Total:		22,739.23	94,493.15	29,803.71	124,296.86	314,000.00	199,703.14
5700	POWELL BILL						
4990	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	300,000.00	300,000.00
Account Total:		0.00	0.00	0.00	0.00	300,000.00	300,000.00

④ Triad Road Maintenance - Striping on Potter Drive
Withers Ravenel - Stormwater Utility Inventory

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 4 of 12
Report ID: B1008

10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5800 SANITATION EXPENDITURES							
1000	SALARIES AND WAGES	3,892.72	36,079.03	0.00	36,079.03	75,000.00	38,920.97
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	1,100.00	1,100.00
1009	FICA EXPENSE	289.56	2,715.41	0.00	2,715.41	10,000.00	7,284.59
1010	RETIREMENT EXPENSE	479.05	4,413.97	0.00	4,413.97	15,000.00	10,586.03
1011	HEALTH INSURANCE EXPENSE	882.10	8,821.02	0.00	8,821.02	32,500.00	23,678.98
1012	FLEX & PR TIME ADMIN FEES	6.00	42.00	102.00	144.00	500.00	356.00
1014	WORKER'S COMPENSATION	0.00	5,113.78	0.00	5,113.78	6,000.00	886.22
1017	401K EXPENSE	187.62	1,730.65	0.00	1,730.65	6,000.00	4,269.35
2100	DEPARTMENT SUPPLIES	42.99	393.15	350.50	743.65	258,000.00	257,256.35
2200	FOOD AND PROVISIONS	30.19	30.19	0.00	30.19	100.00	69.81
2500	VEHICLE SUPPLIES	0.00	3,381.01	0.00	3,381.01	12,000.00	8,618.99
2520	FUELS - GAS & OIL	5,789.44	13,272.23	21,003.68	34,275.91	35,000.00	724.09
3200	COMMUNICATIONS	50.00	410.17	289.83	700.00	1,200.00	500.00
3400	PRINTING	0.00	0.00	0.00	0.00	2,000.00	2,000.00
3500	REPAIRS AND MAINTENANCE	1,513.03	1,513.03	3,000.00	4,513.03	6,000.00	1,486.97
3700	MARKETING / ADVERTISING	0.00	0.00	12,500.00	12,500.00	14,600.00	2,100.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	186.00	814.00	1,000.00	1,000.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	6,925.72	21,598.11	52,510.36	74,108.47	74,500.00	391.53
3945	Recycle Fees	0.00	24,627.54	90,372.46	115,000.00	115,000.00	0.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
4300	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	500.00	500.00
4500	INSURANCE AND BONDING	950.20	2,560.98	0.00	2,560.98	2,500.00	-60.98
4990	OTHER CONTRACTED SERVICES	6,220.36	18,805.97	29,609.04	48,415.01	72,000.00	23,584.99
5400	CAPITAL OUTLAY - MOTOR VEHICLES	432,735.00	432,735.00	21,157.00	453,892.00	463,000.00	9,108.00
5500	CAPITAL OUTLAY EQUIPMENT	41,981.00	41,981.00	0.00	41,981.00	42,000.00	19.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:		501,974.98	620,410.24	231,708.87	852,119.11	1,245,700.00	393,580.89
6200 RECREATION EXPENDITURES							
1000	SALARIES AND WAGES	10,869.61	50,423.62	0.00	50,423.62	142,000.00	91,576.38
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	3,100.00	3,100.00
1009	FICA EXPENSE	824.46	3,807.61	0.00	3,807.61	11,500.00	7,692.39
1010	RETIREMENT EXPENSE	1,332.80	6,168.94	0.00	6,168.94	18,000.00	11,831.06
1011	HEALTH INSURANCE EXPENSE	2,646.30	10,585.20	0.00	10,585.20	33,000.00	22,414.80
1012	FLEX & PR TIME ADMIN FEES	6.00	30.00	114.00	144.00	500.00	356.00
1014	WORKER'S COMPENSATION	0.00	2,045.51	0.00	2,045.51	3,000.00	954.49
1017	401K EXPENSE	543.58	2,444.93	0.00	2,444.93	7,100.00	4,655.07
2100	DEPARTMENT SUPPLIES	3,060.26	5,275.53	410.00	5,685.53	11,000.00	5,314.47
2140	SEED and SOD	0.00	1,240.00	0.00	1,240.00	2,000.00	760.00
2141	CHEMICALS	0.00	250.00	0.00	250.00	5,000.00	4,750.00
2142	FERTILIZER AND LIME	0.00	225.00	0.00	225.00	3,000.00	2,775.00
2143	IRRIGATION SUPPLIES	0.00	372.41	0.00	372.41	500.00	127.59
2144	MULCH & PINE NEEDLES	75.40	115.40	0.00	115.40	5,000.00	4,884.60
2145	TOPSOIL (Sand)	0.00	1,411.41	0.00	1,411.41	1,500.00	88.59
2200	FOOD AND PROVISIONS	0.00	35.67	0.00	35.67	50.00	14.33
2400	CONSTRUCTION & REPAIR SUPPLIES	-1,405.98	1,700.51	0.00	1,700.51	3,000.00	1,299.49
2500	VEHICLE SUPPLIES	0.00	62.96	0.00	62.96	1,000.00	937.04
2520	FUELS - GAS & OIL	428.45	972.70	0.00	972.70	8,500.00	7,527.30
2550	EQUIPMENT SUPPLIES	193.77	866.58	0.00	866.58	2,500.00	1,633.42
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	300.00	300.00

Reclass
Pioneer
Athletics
to 2100

- ⑤ Bradley Personnel - temp employees
- ⑥ Carolina Environmental - New garbage & tippers
- ⑦ Carolina Environmental - Currots can for new garbage trucks

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 5 of 12
Report ID: B1005

10 GENERAL FUND

Account	Object	Expanded Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2900	ASSETS NOT CAPITALIZED	⑧ 5,528.04	6,299.64	203.04	6,502.68	6,500.00	-2.68
3100	TRAVEL	324.31	324.31	0.00	324.31	1,000.00	675.69
3150	CONFERENCE FEES AND SCHOOLS	0.00	295.00	0.00	295.00	1,500.00	1,205.00
3200	COMMUNICATIONS	731.38	3,341.78	1,322.96	4,664.74	13,000.00	8,335.26
3300	UTILITIES	658.15	2,828.08	0.00	2,828.08	15,500.00	12,671.92
3350	Water Utilities	58.77	135.76	0.00	135.76	350.00	214.24
3500	REPAIRS AND MAINTENANCE	1,659.18	20,687.20	0.00	20,687.20	22,000.00	1,312.80
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	100.00	100.00
3800	DATA PROCESSING SERVICES	20.56	85.63	314.37	400.00	400.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	190.00	410.00	600.00	600.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	95.48	0.00	95.48	500.00	404.52
3950	DUES AND SUBSCRIPTIONS	0.00	345.00	0.00	345.00	1,500.00	1,155.00
3980	MISCELLANEOUS EXPENSE	0.00	10.00	0.00	10.00	500.00	490.00
3981	Special Events	0.00	6,620.25	2,300.00	8,920.25	12,000.00	3,079.75
4101	Library Services	0.00	27,000.00	0.00	27,000.00	54,000.00	27,000.00
4102	Recreation Services	0.00	0.00	0.00	0.00	20,000.00	20,000.00
4103	Culture/Historical Services	0.00	0.00	0.00	0.00	10,500.00	10,500.00
4300	EQUIPMENT RENTAL	1,852.71	12,363.41	10,886.78	23,250.19	24,680.00	1,429.81
4400	SERVICE & MAINTENANCE CONTRACTS	146.75	733.75	1,027.25	1,761.00	3,000.00	1,239.00
4500	INSURANCE AND BONDING	0.00	1,932.93	0.00	1,932.93	1,500.00	-432.93
4990	OTHER CONTRACTED SERVICES	0.00	1,720.63	0.00	1,720.63	4,300.00	2,579.37
5700	CAPITAL OUTLAY - LAND IMPR -	0.00	7,556.00	0.00	7,556.00	223,325.00	215,769.00
5800	CAPITAL OUTLAY - BUILDINGS &	⑨ 12,000.00	12,000.00	3,000.00	15,000.00	315,000.00	300,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	2,000.00	2,000.00
Account Total:		41,554.50	192,598.83	19,988.40	212,587.23	995,305.00	762,717.77
6300	GOLF COURSE MAINTENANCE						
1000	SALARIES AND WAGES	29,178.82	159,548.30	0.00	159,548.30	410,000.00	250,451.70
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	6,200.00	6,200.00
1009	FICA EXPENSE	2,150.08	11,787.95	0.00	11,787.95	32,000.00	20,212.05
1010	RETIREMENT EXPENSE	3,575.59	19,536.94	0.00	19,536.94	47,000.00	27,463.06
1011	HEALTH INSURANCE EXPENSE	6,174.70	30,873.50	0.00	30,873.50	76,000.00	45,126.50
1012	FLEX & PR TIME ADMIN FEES	6.00	24.00	48.00	72.00	650.00	578.00
1013	RETIREE HEALTH INSURANCE EXPENSE	220.32	1,101.60	0.00	1,101.60	10,800.00	9,698.40
1014	WORKER'S COMPENSATION	0.00	3,750.11	0.00	3,750.11	5,000.00	1,249.89
1015	Unemployment Compensation	1,012.11	1,012.11	0.00	1,012.11	6,000.00	4,987.89
1017	401K EXPENSE	1,458.88	7,908.80	0.00	7,908.80	20,000.00	12,091.20
2100	DEPARTMENT SUPPLIES	945.96	3,370.16	301.00	3,671.16	11,000.00	7,328.84
2140	SEED and SOD	0.00	1,117.96	0.00	1,117.96	8,000.00	6,882.04
2141	CHEMICALS	1,784.63	15,015.82	21,679.60	36,695.42	45,000.00	8,304.58
2142	FERTILIZER AND LIME	904.00	1,730.75	1,486.00	3,216.75	30,000.00	26,783.25
2143	IRRIGATION SUPPLIES	0.00	2,988.48	0.00	2,988.48	7,000.00	4,011.52
2144	MULCH & PINE NEEDLES	0.00	0.00	0.00	0.00	6,000.00	6,000.00
2145	TOPSOIL (Sand)	0.00	1,564.79	0.00	1,564.79	16,000.00	14,435.21
2155	TEE AND GREEN SUPPLIES	277.00	277.00	0.00	277.00	5,000.00	4,723.00
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	200.00	200.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	2,500.00	2,500.00
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	700.00	700.00
2520	FUELS - GAS & OIL	1,245.22	11,634.73	23,226.91	34,866.64	35,000.00	133.36
2550	EQUIPMENT SUPPLIES	2,358.13	13,072.92	3,908.40	16,981.32	30,000.00	13,018.68
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	1,500.00	1,500.00

- ⑧ Beachum Recreation - New water fountain for Park
⑨ Ramsay Burgin Smith Architect - Design for bathrooms at Wrenn miller

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 6 of 12
Report ID: B1008

10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2900	ASSETS NOT CAPITALIZED	0.00	125.15	800.00	925.15	8,000.00	7,074.85
3100	TRAVEL	0.00	0.00	0.00	0.00	3,000.00	3,000.00
3150	CONFERENCE FEES AND SCHOOLS	195.00	505.00	0.00	505.00	1,550.00	1,045.00
3200	COMMUNICATIONS	550.00	3,092.32	2,777.68	5,870.00	7,700.00	1,830.00
3300	UTILITIES	669.35	4,703.70	1,834.62	6,538.32	20,000.00	13,461.68
3350	Water Utilities	58.77	135.76	0.00	135.76	400.00	264.24
3500	REPAIRS AND MAINTENANCE	0.00	1,239.50	860.50	2,100.00	10,000.00	7,900.00
3800	DATA PROCESSING SERVICES	61.38	237.40	562.60	800.00	800.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	160.22	995.42	771.01	1,766.43	1,800.00	33.57
3950	DUES AND SUBSCRIPTIONS	0.00	3,515.73	0.00	3,515.73	5,800.00	2,284.27
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4300	EQUIPMENT RENTAL	4,806.75	29,775.16	29,794.40	59,569.56	63,900.00	4,330.44
4400	SERVICE & MAINTENANCE CONTRACTS	42.25	3,226.85	295.75	3,522.60	4,000.00	477.40
4500	INSURANCE AND BONDING	0.00	6,146.29	0.00	6,146.29	10,000.00	3,853.71
4990	OTHER CONTRACTED SERVICES	0.00	2,646.00	0.00	2,646.00	7,000.00	4,354.00
5500	CAPITAL OUTLAY EQUIPMENT	55,843.85	55,843.85	383,269.64	439,113.49	441,859.00	2,745.51
5700	CAPITAL OUTLAY - LAND IMPR -	0.00	0.00	0.00	0.00	260,000.00	260,000.00
5800	CAPITAL OUTLAY - BUILDINGS &	1,460.00	1,460.00	2,160.00	3,620.00	248,200.00	244,580.00
6820	First Bank Credit Card Encumbrance	0.00	0.00	2,000.00	2,000.00	2,000.00	0.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	3,200.00	3,200.00
Account Total:		115,139.01	399,969.05	477,276.11	877,245.16	1,912,759.00	1,035,513.84
6301	GOLF SHOP EXPENDITURES						
1000	SALARIES AND WAGES	21,583.63	127,453.03	0.00	127,453.03	315,000.00	187,546.97
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	3,700.00	3,700.00
1009	FICA EXPENSE	1,663.84	9,813.57	0.00	9,813.57	24,500.00	14,686.43
1010	RETIREMENT EXPENSE	1,842.10	10,169.07	0.00	10,169.07	25,000.00	14,830.93
1011	HEALTH INSURANCE EXPENSE	3,526.51	17,632.55	0.00	17,632.55	44,000.00	26,367.45
1012	FLEX & PR TIME ADMIN FEES	0.00	0.00	0.00	0.00	1,800.00	1,800.00
1013	RETIREE HEALTH INSURANCE EXPENSE	0.00	3,214.62	0.00	3,214.62	10,800.00	7,585.38
1014	WORKER'S COMPENSATION	0.00	1,090.94	0.00	1,090.94	1,500.00	409.06
1017	401K EXPENSE	746.54	4,047.37	0.00	4,047.37	9,800.00	5,752.63
2100	DEPARTMENT SUPPLIES	1,698.23	3,967.42	1,134.72	5,102.14	10,500.00	5,397.86
2101	Golf Supplies	261.53	1,661.42	3,978.58	5,640.00	7,500.00	1,860.00
2156	RANGE SUPPLIES	294.48	3,619.51	0.00	3,619.51	7,000.00	3,380.49
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	400.00	400.00
2400	CONSTRUCTION & REPAIR SUPPLIES	77.50	77.50	0.00	77.50	1,000.00	922.50
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
2520	FUELS - GAS & OIL	0.00	0.00	0.00	0.00	500.00	500.00
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	1,000.00	1,000.00
2700	GOLF INVENTORY FOR RESALE	4,026.13	23,542.36	6,251.54	29,793.90	55,000.00	25,206.10
2705	Golf Special Orders - Purchases	1,407.76	4,664.91	0.00	4,664.91	10,000.00	5,335.09
2710	CONCESSION INVENTORY RESALE	2,047.73	16,160.75	18,254.59	34,415.34	34,000.00	-415.34
2715	Food purchased not in inventory	2,082.96	7,747.97	6,622.01	14,369.98	17,500.00	3,130.02
2900	ASSETS NOT CAPITALIZED	203.05	203.05	203.05	406.10	2,500.00	2,093.90
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	738.53	4,066.19	5,208.81	9,275.00	11,200.00	1,925.00
3300	UTILITIES	1,097.52	5,933.98	1,821.25	7,755.23	18,000.00	10,244.77
3350	Water Utilities	58.79	135.81	0.00	135.81	350.00	214.19

- ⑩ Lease Payments on equipment
 ⑪ Smith Turf + Irrigation - Multi Pro Sprayer
 ⑫ Ramsay Burgin Smith Architects - Architectural fees for golf course bathrooms

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 7 of 12
Report ID: B100B

10 GENERAL FUND

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3400 PRINTING	0.00	128.00	0.00	128.00	400.00	272.00
3500 REPAIRS AND MAINTENANCE	750.00	2,010.00	0.00	2,010.00	5,000.00	2,990.00
3700 MARKETING / ADVERTISING	60.40	302.00	422.80	724.80	10,000.00	9,275.20
3800 DATA PROCESSING SERVICES	651.83	3,213.67	6,786.33	10,000.00	10,000.00	0.00
3900 DRUG TESTING & BACKGROUND CHECKS	0.00	294.00	1,706.00	2,000.00	2,000.00	0.00
3940 LANDFILL FEES/DUMPSTER P/U	196.22	1,154.20	1,687.37	2,641.57	3,200.00	358.43
3950 DUES AND SUBSCRIPTIONS	0.00	609.00	0.00	609.00	2,500.00	1,891.00
3955 Permit Fees	0.00	120.00	0.00	120.00	200.00	80.00
3960 BANK AND MERCHANT FEES	1,936.26	11,488.69	10,011.31	21,500.00	25,000.00	3,500.00
3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	250.00	250.00
4300 EQUIPMENT RENTAL	158.04	948.24	1,114.91	2,063.15	2,500.00	436.85
4310 GOLF CART RENTALS	5,327.28	35,303.02	31,428.00	66,731.02	69,200.00	2,468.98
4311 SALES AND USE TAX PAID	1,941.22	10,699.34	0.00	10,699.34	19,000.00	8,300.66
4400 SERVICE & MAINTENANCE CONTRACTS	1,243.68	6,411.44	9,115.76	15,527.20	17,000.00	1,472.80
4500 INSURANCE AND BONDING	0.00	8,698.19	0.00	8,698.19	10,000.00	1,301.81
4990 OTHER CONTRACTED SERVICES	7,200.00	11,657.47	9,200.00	20,857.47	65,500.00	44,642.53
5700 CAPITAL OUTLAY - LAND IMPR -	30,830.00	59,080.00	0.00	59,080.00	60,000.00	920.00
Account Total:	93,651.76	397,319.28	114,947.03	512,266.31	916,300.00	404,033.69
8000 Debt Service						
7100 DEBT PRINCIPAL PAYMENTS	23,912.86	63,093.48	0.00	63,093.48	223,800.00	160,706.52
7200 DEBT INTEREST PAYMENTS	2,586.89	5,889.24	0.00	5,889.24	18,000.00	12,110.76
Account Total:	26,499.75	68,982.72	0.00	68,982.72	241,800.00	172,817.28
9600 OTHER FINANCING USES						
9600 TRANSFERS TO OTHER FUNDS	4,342.26	95,964.57	0.00	95,964.57	367,985.00	272,020.43
Account Total:	4,342.26	95,964.57	0.00	95,964.57	367,985.00	272,020.43
Account Group Total:	907,201.28	2,905,587.28	1,112,672.33	4,018,259.61	9,579,603.00	5,561,343.39
Fund Total:	907,201.28	2,905,587.28	1,112,672.33	4,018,259.61	9,579,603.00	5,561,343.39

- ⑬ Lease payment on golf carts
- ⑭ NGF Consulting - Strategic Plan for Golf Course
- ⑮ Installation of new driving range @ golf course -
All seasons Landscape Solutions
- ⑯ Debt payment - Golf course Facility + Knuckleboom
Truck
- ⑰ Transfer \$5.02 of tax collection

12/12/22
12:16:28

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 11 / 22

Page: 2 of 5
Report ID: B110

11 General Capital Reserve Fund

Account	Received		Estimated Revenue	Revenue		
	Current Month	Received YTD		To Be Received	Received	
3000						
3831 INVESTMENT EARNINGS	8.34	16.45	40.00	23.55	41 %	
3981 TRANSFER FROM GENERAL FUND	① 4,342.26	94,979.57	126,000.00	31,020.43	75 %	
Account Group Total:	4,350.60	94,996.02	126,040.00	31,043.98	75 %	
Fund Total:	4,350.60	94,996.02	126,040.00	31,043.98	75 %	

① Transfer \$.02 of tax collections

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 8 of 12
Report ID: B100B

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	18,884.07	0.00	18,884.07	126,040.00	107,155.93
	Account Total:	0.00	18,884.07	0.00	18,884.07	126,040.00	107,155.93
	Account Group Total:	0.00	18,884.07	0.00	18,884.07	126,040.00	107,155.93
	Fund Total:	0.00	18,884.07	0.00	18,884.07	126,040.00	107,155.93

12/12/22
12:16:28

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 11 / 22

Page: 3 of 5
Report ID: B110

30 WATER AND SEWER

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3345 INSPECTION AND PERMIT FEES	0.00	521.90	3,400.00	2,878.10	15 %
3710 UTILITY CHARGE - WATER	72,515.95	335,795.42	958,000.00	562,204.58	41 %
3720 UTILITY CHARGE - SEWER	114,733.50	608,379.74	2,600,000.00	1,991,620.26	23 %
3741 Meter Fee	300.00	2,400.00	500.00	-1,900.00	480 %
3742 System Development Fees to be transferred	3,000.00	9,000.00	0.00	-9,000.00	** %
3743 System Admin / Installation fee	100.00	700.00	100.00	-600.00	700 %
3745 Connection Fees - Water and Sewer	900.00	4,201.50	10,000.00	5,798.50	42 %
3750 NONPAYMENT / RECONNECTION FEES	1,750.00	8,384.40	20,000.00	11,615.60	42 %
3755 Return Check Fees	75.00	300.00	200.00	-100.00	150 %
3760 LATE FEES	1,690.00	9,260.00	20,000.00	10,740.00	46 %
3765 CREDIT CARD ADMINISTRATION FEES	77.04	300.44	600.00	299.56	50 %
3831 INVESTMENT EARNINGS	① 21,964.08	82,504.13	70,000.00	-12,504.13	118 %
3839 MISCELLANEOUS REVENUES	0.00	135.13	200.00	64.87	68 %
3987 TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND	0.00	0.00	118,500.00	118,500.00	0 %
3988 TRANSFER FROM WATER SEWER CAPITAL RESERVE	0.00	0.00	1,000,000.00	1,000,000.00	0 %
3992 NET POSITION APPROPRIATED	0.00	0.00	3,765,285.00	3,765,285.00	0 %
Account Group Total:	217,105.57	1,121,882.66	8,566,785.00	7,444,902.34	13 %
Fund Total:	217,105.57	1,121,882.66	8,566,785.00	7,444,902.34	13 %

① Interest rate increase on earnings

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 9 of 12
Report ID: BLCUB

30 WATER AND SEWER

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
7100	WATER AND SEWER						
1000	SALARIES AND WAGES	56,223.52	289,667.17	0.00	289,667.17	800,000.00	510,332.83
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	15,500.00	15,500.00
1009	FICA EXPENSE	4,285.07	22,081.11	0.00	22,081.11	63,000.00	40,918.89
1010	RETIREMENT EXPENSE	6,831.13	35,194.43	0.00	35,194.43	100,000.00	64,805.57
1011	HEALTH INSURANCE EXPENSE	10,585.20	48,724.16	0.00	48,724.16	144,000.00	95,275.84
1012	FLEX & PR TIME ADMIN FEES	24.00	126.00	306.00	432.00	1,600.00	1,168.00
1013	RETIREE HEALTH INSURANCE EXPENSE	1,357.23	6,786.15	0.00	6,786.15	21,600.00	14,813.85
1014	WORKER'S COMPENSATION	0.00	7,500.23	0.00	7,500.23	9,000.00	1,499.77
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	500.00	500.00
1017	401K EXPENSE	2,787.90	14,073.64	0.00	14,073.64	40,000.00	25,926.36
1019	PROFESSIONAL SERVICES	0.00	8,587.50	8,912.50	17,500.00	17,500.00	0.00
2100	DEPARTMENT SUPPLIES	2,509.49	10,328.94	4,851.38	15,180.32	30,000.00	14,819.68
2105	WATER METERS	0.00	3,690.00	26,295.00	29,985.00	30,000.00	15.00
2200	FOOD AND PROVISIONS	0.00	168.20	254.00	422.20	1,000.00	577.80
2400	CONSTRUCTION & REPAIR SUPPLIES	47.56	15,862.83	2,642.45	18,505.28	18,000.00	-505.28
2500	VEHICLE SUPPLIES	166.13	1,725.65	400.00	2,125.65	7,500.00	5,374.35
2520	FUELS - GAS & OIL	2,899.47	13,091.30	51,908.70	65,000.00	65,000.00	0.00
2550	EQUIPMENT SUPPLIES	2,504.29	5,915.92	0.00	5,915.92	5,000.00	-915.92
2600	OFFICE SUPPLIES	181.57	304.22	0.00	304.22	2,000.00	1,695.78
2750	PURCHASE OF WATER	22,564.17	89,631.21	180,233.37	269,864.58	375,000.00	105,135.42
2755	Water Transmission Fees	1,751.53	7,006.12	0.00	7,006.12	27,500.00	20,493.88
2900	ASSETS NOT CAPITALIZED	668.04	6,885.45	203.05	7,088.50	25,000.00	17,911.50
3100	TRAVEL	0.00	0.00	0.00	0.00	2,500.00	2,500.00
3150	CONFERENCE FEES AND SCHOOLS	178.00	2,744.45	2,310.00	5,054.45	7,500.00	2,445.55
3200	COMMUNICATIONS	1,877.26	9,608.05	14,001.95	23,610.00	35,000.00	11,390.00
3300	UTILITIES	1,704.57	5,056.96	3,465.35	8,522.31	16,000.00	7,477.69
3350	Water Utilities	24.42	79.92	0.00	79.92	500.00	420.08
3400	PRINTING	406.54	1,630.17	2,869.83	4,500.00	7,000.00	2,500.00
3500	REPAIRS AND MAINTENANCE	760.00	6,992.25	3,300.00	10,292.25	40,000.00	29,707.75
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3800	DATA PROCESSING SERVICES	1,648.19	6,140.74	14,859.26	21,000.00	21,000.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	221.00	1,079.00	1,300.00	1,300.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	4,000.00	4,000.00
3950	DUES AND SUBSCRIPTIONS	100.00	3,085.05	0.00	3,085.05	6,000.00	2,914.95
3955	Permit Fees	0.00	1,945.00	0.00	1,945.00	5,000.00	3,055.00
3960	BANK AND MERCHANT FEES	1,431.02	6,545.55	6,659.63	13,205.18	20,000.00	6,794.82
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	1,500.00	1,500.00
4300	EQUIPMENT RENTAL	262.98	1,322.48	1,785.74	3,108.22	15,000.00	11,891.78
4400	SERVICE & MAINTENANCE CONTRACTS	2,287.00	23,149.81	19,894.57	43,044.38	50,000.00	6,955.62
4401	NC811 Fees	165.00	819.75	1,846.00	2,665.75	2,500.00	-165.75
4500	INSURANCE AND BONDING	0.00	24,613.08	300.00	24,913.08	30,000.00	5,086.92
4950	LAB TESTING	583.19	1,719.17	7,280.83	9,000.00	9,000.00	0.00
4960	SEWER TREATMENT	50,549.87	148,310.96	0.00	148,310.96	840,000.00	691,689.04
4990	OTHER CONTRACTED SERVICES	1,501.81	70,522.60	40,397.40	110,920.00	630,380.00	519,460.00
4995	ENGINEERING FEES NOT CAPITALIZED	2,720.00	3,820.00	17,680.00	21,500.00	22,000.00	500.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	60,371.88	574.12	60,946.00	60,000.00	-946.00
5500	CAPITAL OUTLAY EQUIPMENT	0.00	110,262.79	287.00	110,549.79	150,500.00	47,950.21
5900	CAPITAL OUTLAY - WATER IMPROVEMENTS ①	8,613.17	34,983.67	17,340.00	52,323.67	400,000.00	347,676.33
5910	CAPITAL OUTLAY - SEWER IMPROVEMENTS	0.00	0.00	17,340.00	17,340.00	3,550,000.00	3,532,660.00

① Hydrant replacement at W. Main + Penny Rd

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 10 of 12
Report ID: #1008

30 WATER AND SEWER

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
6800	OPERATING PAYMENTS TO REGIONAL	0.00	45,332.18	0.00	45,332.18	48,000.00	2,667.82
6801	DEBT PAYMENTS TO PIEDMONT TRIAD	0.00	59,187.75	0.00	59,187.75	119,000.00	59,812.25
6810	Payments for Odor Control Project	0.00	0.00	0.00	0.00	23,000.00	23,000.00
6820	First Bank Credit Card Encumbrance	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
7100	DEBT PRINCIPAL PAYMENTS	② 12,500.83	25,001.66	0.00	25,001.66	50,005.00	25,003.34
7200	DEBT INTEREST PAYMENTS	1,588.24	3,252.10	0.00	3,252.10	6,300.00	3,047.90
9500	TRANSFERS TO OTHER FUNDS	③ 462,616.00	462,616.00	0.00	462,616.00	582,100.00	119,484.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	3,000.00	3,000.00
Account Total:		666,904.39	1,706,685.25	450,277.13	2,156,962.38	8,566,785.00	6,409,822.62
Account Group Total:		666,904.39	1,706,685.25	450,277.13	2,156,962.38	8,566,785.00	6,409,822.62
Fund Total:		666,904.39	1,706,685.25	450,277.13	2,156,962.38	8,566,785.00	6,409,822.62

② Debt payment - Water & Sewer Facility

③ Transfer funds from W/S (as budgeted) to Capital Reserve + Randleman Dam

12/12/22
12:16:28

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 11 / 22

Page: 1 of 1
Report ID: 8110

60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Received			Revenue		% Received
	Current Month	Received YTD	Estimated Revenue	To Be Received		
3000						
3831 INVESTMENT EARNINGS	1,567.49	5,653.81	100.00	-5,553.81	*** %	
3886 TRANSFER FROM ENTERPRISE FUNDS	① 32,100.00	32,100.00	32,100.00	0.00	100 %	
3992 NET POSITION APPROPRIATED	0.00	0.00	86,300.00	86,300.00	0 %	
Account Group Total:	33,667.49	37,753.81	118,500.00	80,746.19	32 %	
Fund Total:	33,667.49	37,753.81	118,500.00	80,746.19	32 %	

① Transfer funds from Water and Sewer, as budgeted

15

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 11 of 12
Report ID: B1008

60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

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

12/12/22
12:16:28

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 11 / 22

Page: 5 of 5
Report ID: B110

61 WATER AND SEWER CAPITAL RESERVE FUND

Account	Received		Revenue			% Received
	Current Month	Received YTD	Estimated Revenue	To Be Received		
3000						
3831 INVESTMENT EARNINGS	97.73	341.79	10.00	-331.79		*** %
3986 TRANSFER FROM ENTERPRISE FUNDS	① 430,516.00	430,516.00	550,000.00	119,484.00		78 %
3992 NET POSITION APPROPRIATED	0.00	0.00	449,990.00	449,990.00		0 %
Account Group Total:	430,613.73	430,857.79	1,000,000.00	569,142.21		43 %
Fund Total:	430,613.73	430,857.79	1,000,000.00	569,142.21		43 %
Grand Total:	995,176.72	4,917,799.33	19,390,928.00	14,473,128.67		25 %

① Transfer funds from water and sewer,
as budgeted

17

12/12/22
12:04:25

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 11 / 22

Page: 12 of 12
Report ID: B100B

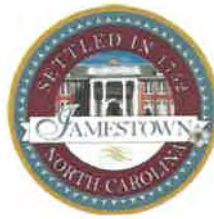
61 WATER AND SEWER CAPITAL RESERVE FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
9600	OTHER FINANCING USES						
	9600 TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00
	Account Total:	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00
	Account Group Total:	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00
	Fund Total:	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00
Grand Total:		1,574,105.67	4,631,156.60	1,562,949.45	6,194,106.06	19,390,928.00	13,196,821.94

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Golf report for November 2022

AGENDA ITEM #: II-E



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: December 20, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

Attached is the report for golf operations for November 2022.

Total revenues for the month of November 2022 were \$66,375 and operating expenditures were \$120,657. Capital Outlay expenditures for November 2022 was \$88,134. Thus there was a net operating loss of \$142,416 for the month. In November 2021, there was an operating loss of \$38,942.

For the month of November 2022 there were 1,724 rounds played, and 1,861 rounds played in November 2021.

November 2022 had 9 bad weather days and one closed day for the Thanksgiving holiday.

The grill had a loss of \$3,495 for November 2022; in November 2021, the loss was \$2,912. For the current fiscal year-to-date the grill has a net loss of \$889; in 2021 (year to date), there was a net loss of \$5,576.

During the month of November, Golf Course Maintenance finally received the Multipro Sprayer that was ordered in fiscal year 2021, work continues on the strategic plan, a final payment was made on the completion of the driving range improvements and architectural fees were paid for the golf course bathrooms.

ATTACHMENTS: Golf Report for November 2022

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

FYE 6/30/23

	November 2022	November 2021	Variance	% Variance	YTD FYE 6/30/23	YTD FYE 6/30/22	Variance	% Variance
Golf Course Operating Revenues	66,375	64,030	2,345	3.66%	548,247	522,245	26,002	4.98%
Golf Course Maintenance Expenditures (before capital outlay)	57,835	55,598	2,237	4.02%	342,665	311,535	31,130	9.98%
Golf Course Golf Shop Expenditures (before capital outlay)	62,822	47,374	15,448	32.61%	338,239	300,319	37,920	12.63%
Net exp < or > rev before Capital Outlay	(54,282)	(38,942)	(15,340)	39.39%	(132,657)	(89,609)	(43,048)	
Capital Outlay	88,134	-	88,134		28,250	33,378	5,128	
Net expenditures < or > revenues	<u>(142,416)</u>	<u>(38,942)</u>	<u>(103,474)</u>	-265.71%	<u>(160,907)</u>	<u>(122,987)</u>	<u>(37,920)</u>	-30.83%
 Golf Rounds Played (not including complimentary play)	 1,724	 1,861			 11,109	 12,395		
 Bad Weather Days (1)	 9	 7			 20	 26		
Days closed for aerification, covered greens, COVID	1	1			1	1		
		(Thanksgiving)						
 Golf course employees paid during the month:								
Full-time positions	11	11						
Part-time hours	598	561						

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

Revenues
FYE 6/30/23

		<u>November 2022</u>	<u>November 2021</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD FYE 6/30/23</u>	<u>YTD FYE 6/30/22</u>	<u>Variance</u>	<u>% Variance</u>
Greens		34,322	32,962	1,360	4.13%	285,464	269,091	16,373	6.08%
Cart Rentals	a.	18,233	18,506	(273)	-1.48%	151,334	143,311	8,023	5.60%
Pull Carts	a.	14	18	(4)	-22.22%	122	141	(19)	-13.48%
Driving Range		3,552	3,568	(16)	-0.45%	18,663	28,056	(9,393)	-33.48%
Sales - Golf Shop Inventory		4,121	3,715	406	10.92%	37,899	33,929	3,970	11.70%
Sales - Golf Shop Concessions		6,029	5,101	928	18.18%	50,919	47,157	3,762	7.98%
Golf Clubhouse Rental Fees and golf clubs	b.	105	160	(55)	-34.38%	3,845	560	3,285	586.61%
Ins Recoveries		<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>	<u>-</u>	
		<u>66,375</u>	<u>64,030</u>	<u>2,345</u>	3.66%	<u>548,247</u>	<u>522,245</u>	<u>26,002</u>	4.98%

Variances:

- a. Less golf carts and pull cart rentals due to less rounds of golf played (bad weather days and holiday) in November 2022 compared to November 2021
- b. No club house rental deposits in November 2022 and less golf clubs rented due to less rounds of golf played in 2022

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

	<u>November 2022</u>	<u>November 2021</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD FYE 6/30/23</u>	<u>YTD FYE 6/30/22</u>	<u>Variance</u>	<u>% Variance</u>
Salaries & Employee Benefits	43,777	40,552	3,225	7.95%	235,543	212,444	23,099	10.87%
Supplies & Materials	7,515	6,521	994	15.24%	50,903	49,379	1,524	3.09%
Contractual Services	4,849	4,942	(93)	-1.88%	41,794	34,388	7,406	21.54%
Other Operating Expenditures (utilities, communications, etc)	a. <u>1,685</u>	<u>3,583</u>	<u>(1,888)</u>	-52.70%	<u>14,425</u>	<u>15,324</u>	<u>(899)</u>	-5.87%
Total Exp before Capital Outlay	<u>57,835</u>	<u>55,598</u>	<u>2,237</u>	4.02%	<u>342,685</u>	<u>311,535</u>	<u>31,130</u>	9.99%
Capital Outlay	b. <u>57,304</u>	<u>-</u>	<u>57,304</u>		<u>57,304</u>	<u>33,378</u>	<u>23,926</u>	71.68%
	<u><u>115,139</u></u>	<u><u>55,598</u></u>	<u><u>59,541</u></u>	107.09%	<u><u>399,969</u></u>	<u><u>344,913</u></u>	<u><u>55,056</u></u>	15.96%

Variances:

- a. In November 2021, conference attended by 3 employees
- b. Golf course finally received the Multipro Sprayer and architectural design for bathrooms at golf course

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

		November 2022	November 2021	Variance	% Variance	YTD FYE 6/30/23	YTD FYE 6/30/22	Variance	% Variance
Salaries & Employee Benefits		29,363	27,426	1,937	7.06%	173,421	164,563	8,858	5.38%
Supplies & Materials	a.	12,099	5,958	6,141	103.08%	61,645	50,326	11,319	22.49%
Contractual Services	b.	15,870	8,721	7,149	81.98%	73,718	58,975	14,743	25.00%
Other Operating Expenditures (utilities, communications, etc)		<u>5,490</u>	<u>5,269</u>	<u>221</u>	4.19%	<u>29,456</u>	<u>26,455</u>	<u>3,001</u>	11.34%
Total Exp before Capital Outlay		<u>62,822</u>	<u>47,374</u>	<u>15,448</u>	32.61%	<u>338,239</u>	<u>300,319</u>	<u>37,920</u>	12.63%
Capital Outlay	c.	<u>30,830</u>	<u>-</u>	<u>30,830</u>		<u>59,080</u>	<u>-</u>	<u>59,080</u>	
		<u><u>93,652</u></u>	<u><u>47,374</u></u>	<u><u>46,278</u></u>	97.69%	<u><u>397,319</u></u>	<u><u>300,319</u></u>	<u><u>97,000</u></u>	32.30%

Variances:

- a. Increase in golf inventory, special orders and concession inventory
- b. NGF Consulting-strategic plan for golf course
- c. Final payment on driving range improvements

Grill Operations
FYE 6/30/23

	November 2022	YTD FYE 6/30/23	November 2021	YTD FYE 6/30/22
Golf Shop Grill Revenues	6,029	50,919	5,101	42,056
Golf Shop Rental Revenue	-	2,190	160	400
	<u>6,029</u>	<u>53,109</u>	<u>5,261</u>	<u>42,456</u>
 Expenditures:				
Wages	3,405	19,278	3,433	18,008
FICA	262	1,483	262	1,373
Benefits	1,464	7,666	1,497	7,655
Grill supplies	262	1,661	138	1,234
Food & beverage purchases	4,131	23,909	2,843	19,762
	<u>9,523</u>	<u>53,998</u>	<u>8,173</u>	<u>48,032</u>
	<u>(3,495)</u>	<u>(889)</u>	<u>(2,912)</u>	<u>(5,576)</u>

Variances:

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Notification of Advances Outstanding for sidewalk projects

AGENDA ITEM #: II-F



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: December 15, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

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

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

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

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

ATTACHMENTS:

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Budget Amendment #8

AGENDA ITEM #: II-G



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: December 20, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

This amendment will increase budget for insurance premiums. An amendment to the State Statute has changed the way the bonding of Finance Officers is determined; it will now be based on Annual Budget amount (with a maximum amount of \$1,000,000 bond). This change takes effect 1-1-23, so this increase is needed for the 2nd half of our fiscal year (Jan - June).

This budget amendment also increases the budget from Guilford County to pass thru to the library. The amount remains the same as last year at \$55,500. This amendment includes an entry to revenue as well as expenditures. The Town will remit the funds to the library after the amendment is approved.

ATTACHMENTS: Budget Amendment #8

RECOMMENDATION/ACTION NEEDED: Approve Budget Amendment #8

BUDGETARY IMPACT: \$60,500 in expenditures and appropriated fund balance

SUGGESTED MOTION: Approve Budget Amendment #8

FOLLOW UP ACTION NEEDED:

FYE 6/30/23
BUDGET AMENDMENT #8

Fund 10:

		<u>Debit</u>	<u>Credit</u>
a.	Insurance	10-4200-4500	5,000.00
	Fund Balance Appropriated	10-3991	5,000.00
	To budget for 1/2 year of new bonding requirements per state statute		
b.	Library Services	10-6200-4101	55,500.00
	Guilford County Grants	10-3312	55,500.00
	To budget for pass thru from Guilford County to the library		

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Public Hearing on Annexation of 4718 Harvey Rd

AGENDA ITEM #: IV-A-1



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: Dec. 20, 2022

ESTIMATED TIME FOR DISCUSSION: 20 min

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

Under GS 160A-31, the Town has received a petition for annexation of property located at 4718 Harvey Rd (Parcel #223271). As a first step, the Town Council directed the Clerk to investigate the petition by adopting a resolution instructing her to do such. The Clerk and the Town Attorney have investigated the petition and have found it to be sufficient and a public hearing on the matter was scheduled. This item has been continued from the October 18, 2022, and Nov. 15, 2022, Town Council Meetings.

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

RECOMMENDATION/ACTION NEEDED: Annex the area in question into the corporate limits of the Town of Jamestown

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to adopt the Ordinance of Annexation for 418 Harvey Rd. as presented effective December 15, 2022.

FOLLOW UP ACTION NEEDED: Publish notice of adoption in Jamestown News, record ordinance at ROD, notify Board of Elections.



JAMESTOWN ANNEXATION PETITION

Date July 26, 2022

TO THE TOWN COUNCIL OF THE TOWN OF JAMESTOWN:

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

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

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

Do you declare
vested rights**

(Indicate yes or no)

Signature

Print or Type Name and Address

POA For 1. Sherri L. Auman Jr
Kitsie G. Auman

no

[Signature]

2.

3.

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

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

NOTARY STATEMENT:

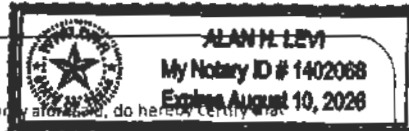
State of TEXAS, County of DALLAS to wit, (SEAL)

I, ALAN H. LEVE a notary public in and for the state and county aforesaid, do hereby certify that SHERILL L. AUMAN JR whose name(s) is (are) signed to the foregoing statement, personally appeared before me in my state and county and acknowledged the same.

My commission expires AUGUST 10, 2026

Given under my hand this 26TH Day of JULY, 2022

Notary Signature Alan H. Leve Printed Name of Notary: ALAN H. LEVE



Staff Receipt:

Date Received: 9/8/2022

Received By [Signature]

Legal Description

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



Settled 1752
JAMESTOWN
NORTH CAROLINA

CERTIFICATE OF SUFFICIENCY

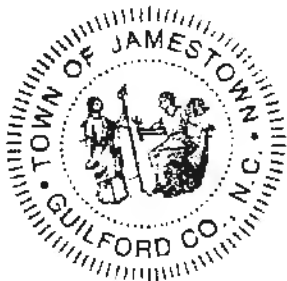
To the Town Council of the Town of Jamestown, North Carolina,

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

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

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

(SEAL)



Katie M. Weiner

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

AFFIDAVIT OF NOTICE

REGARDING NOTIFICATION REQUIREMENTS FOR the annexation of 4718 Harvey Road

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

PIN#(s) 223271 _____

Check box if additional sheets are attached: ☐

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

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

That in accordance with Section 160A-384 of the North Carolina General Statutes, the property owners listed on the attached sheet were notified of the October 18th _____, 2022 _____, public hearing before the Town Council _____, to be held at Town Hall (Civic Center) _____ at 8:00 pm _____.

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

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

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

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

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

Katie M. Weiner
Town Clerk's Signature

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

My Commission Expires: February 20, 2027

Elizabeth T. Greeson
Notary Public's Signature

Elizabeth T. Greeson
Printed Name of Notary Public



**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE TOWN OF JAMESTOWN, NORTH CAROLINA**

WHEREAS, the Town Council has been petitioned under G.S. 160A-31 to annex the area described below; and

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

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the Town Hall at 6:00 pm on October 18, 2022, after due notice by publication on September 28, 2022; and

WHEREAS, the Town Council finds that the petition meets the requirements of G.S. 160A-31;

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

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the Town of Jamestown as of December 20, 2022.

LEGAL DESCRIPTION FOR 4718 HARVEY ROAD
JAMESTOWN TOWNSHIP~GUILFORD COUNTY NORTH CAROLINA
Deed Book 7747 Page 2672

Beginning at an existing iron pipe(eip), said pipe having NCGS coordinates N=814747.54' E=1728383.35' and also being the NE corner of James & Phyllis Willard (DB 3800 PG 1357), thence from said beginning point with James & Phyllis Willard, N 89° 15' 22" W 385.26' to an eip, thence S 4° 56' 15" W 100.02' to a point in a 18" diameter pine tree, said point being in the northern line of Jonathan & Lisa Knight (DB 7400 PG 576), running thence with Knight N 89° 08' 48" W 1044.76' to a 1 ½ inch rod in the eastern line of Creek Run, LLC (DB 7396 PG 643), running thence with Creek Run, LLC N 0° 02' 23" E 540.26' to an axle, thence N 83° 10' 28" W 653.22' to a 1 ½ inch rod, thence N 19° 50' 39" W 243.74' to a new iron pipe (nip) in the southern right-of-way of Jamestown Parkway and being the SW corner NCDOT (DB 8412 PG 2498), running thence with the right-of-way of Jamestown Parkway N 85° 29' 32" E 44.63' to a nip, thence S 76° 59' 25" E 309.42' to a nip, thence N 33° 47' 45" E 108.56' to a nip, thence N 6° 06' 56" W 64.99' to a NCDOT right-of-way disc, thence N 84° 32' 47" E 386.59' to a nip in the line of Mitchell & Shelba Watson (DB 7747 PG 2660), running thence with Watson S 58° 04' 48"

E 447.22' to a nip, thence on a curve to the left having a radius of 377.54' and a chord bearing and distance of S 80° 21' 01" E 286.16' to an eip, thence N 77° 31' 53" E 262.36' to a nip, thence on a curve to the left having a radius of 629.98' and a chord bearing and distance of N 66° 14' 24" E 246.70' to a nip, thence on a curve to the right having a radius of 470.00' and a chord bearing and distance of N 74° 11' 58" E 309.92' to an eip, thence S 86° 32' 59" E 5.37' to a nip on the new west right-of-way of Harvey Road (DB 8412 PG 2498), running thence with the new right-of-way of Harvey Road S 4° 41' 42" W 35.78' to a nip, thence S 2° 37' 42" W 165.65' to a nip, thence S 4° 56' 36" W 500.10' to a NCDOT right-of-way disc, thence S 83° 54' 40" E 15.01' to a nip, thence S 8° 57' 51" W 150.05' to the point and place of beginning containing 31.239 Ac.+/-.

Section 2. Upon and after December 20, 2022, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Jamestown and shall be entitled to the same privileges and benefits as other parts of the Town of Jamestown. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the Town of Jamestown shall cause to be recorded in the office of the Register of Deeds of Guilford County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Guilford County Board of Elections, as required by G.S. 163-288.1.

Section 4. Notice of adoption of this ordinance shall be published once, following the effective date of annexation, in a newspaper having general circulation in the Town of Jamestown.

Adopted this _____ day of _____, 2022.

Mayor S. Lynn Montgomery

ATTEST:

APPROVED AS TO FORM:

Katie M. Weiner, CMC
Asst. Manager/Town Clerk

Beth Koonce, Town Attorney

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

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

AGENDA ITEM #: IV-A-2



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: Dec. 20, 2022

ESTIMATED TIME FOR DISCUSSION: 20 min

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson, Town Manager


SUMMARY:

A petition for rezoning has been received and reviewed by the Planning Board. The staff recommend that the Council set a public hearing date for the October 18, 2022 regular meeting, which was continued until the Nov. 15th, and subsequently to the Dec. 20th regular meetings, for the consideration of the rezoning of the parcels located at 4718 Harvey Rd (Parcel #223271) from Agricultural (AG) to Conditional Zoning - Bypass (CZ-B).

ATTACHMENTS: Rezoning Application, Staff Report

RECOMMENDATION/ACTION NEEDED: Council may continue, deny, or approve rezoning request.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to approve the rezoning of 4718 Harvey Rd. from AG (agriculture) to CZ-B (conditional zoning - Bypass) with the conditions that the maximum number of lots shall be 95 or fewer, the maximum setback along Harvey Rd. shall be 70 ft., and that there shall be no commercial uses on this site. 

FOLLOW UP ACTION NEEDED:



Town of Jamestown, North Carolina
Department of Planning

Application for Zoning Amendment

The following items must be submitted with this form before the application may be processed.

Please bring the following items with you when submitting your application form:

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

Additional Notes:

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

Applicant Information

Applicant Name: Land Acquisition and Development Services, LLC

PO Box 8147

Greensboro, N.C. 27429

Street Address or P.O. Box

338-649-0898

338-649-0898

City/State/Zip Code

chall@windsorinvestments.com

Home/Work Phone Number

Mobile Number

Email

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

Owner Information

Owner Name: Sherrill L. Auman and Kristie Gloria Auman

6203 Edmondson Ave

Dallas, TX 75209

Street Address or P.O. Box

214-857-4424

214-857-4424

City/State/Zip Code

lenaumenmd@gmail.com

Home/Work Phone Number

Mobile Number

Email

Applicant and Owner Certification and Signature

(If Applicant and Owner are different individuals, both must sign. If Applicant and Owner are the same, please sign as Owner.)

Applicant Signature: T. Murphy, Manager

Date: 5-6-2022

I, THE UNDERSIGNED, AM AN OWNER OF THE ABOVE-DESCRIBED PARCEL(S) AND CERTIFY I AM LEGALLY AUTHORIZED TO MAKE THIS APPLICATION FOR REZONING, HAVING THE PERMISSION OF ALL OTHER OWNERS (IF ANY).

Owner Signature: Sherrill L. Auman POA for Kristie M. Auman Date: 05/07/2022

NOTARY STATEMENT:

State of NC, County of DALLAS to wit:



TYNAN J. MURPHY
 My Notary ID # 151105

Expires May 13, 2023

I, Tynan Murphy a notary public in and for the state and county aforesaid, do hereby certify that Sherrill L. Auman Jr POA for Kristie M. Auman whose name(s) is (are) signed to the foregoing statement, personally appeared before me in my state and county and acknowledged the same.

My commission expires

Given under my hand this

Day of

Printed Name of Notary:

20

22

Permit Information			
Owner Requests Rezoning of the Following Parcel(s):			
Parcel #1: <u>223271</u>	Parcel Size: <u>31.4 Acres</u>	<u>4718 Harvey Rd. Jamestown, N.C. 27282</u>	
Tax Map ID	Acres/Square Ft	Street Address	
Current Parcel Zoning: <u>AGRI/HORT</u>		Request to Rezone to: <u>CZ-Bypass</u>	
Current Parcel Use: Agricultural Commercial Industrial Residential Vacant/Unused			
Owner Requests Rezoning of the Following Parcel(s):			
Parcel #2: _____	Parcel Size: _____	_____	
Tax Map ID	Acres/Square Ft	Street Address	
Current Parcel Zoning: _____		Request to Rezone to: _____	
Current Parcel Use: Agricultural Commercial Industrial Residential Vacant/Unused			
Owner Requests Rezoning of the Following Parcel(s):			
Parcel #3: _____	Parcel Size: _____	_____	
Tax Map ID	Acres/Square Ft	Street Address	
Current Parcel Zoning: _____		Request to Rezone to: _____	
Current Parcel Use: Agricultural Commercial Industrial Residential Vacant/Unused			
If you are requesting a Zoning Text Amendment, please provide proposed new language or uses below. Add additional sheets if necessary.			
Adjoining Property Owner(s)			
Please list ALL property owner(s) and street address(es) of parcel(s) immediately adjoining AND directly across street(s), road(s), and highway(s) from parcel(s) requested for rezoning.			Tax Map Numbers
James A. & Phyllis E. Willard	4818 Harvey Rd, Jamestown, N.C. 27282	160105	
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')		
Jonathan E. & Lisa A. Knight	4822 Harvey Rd. Jamestown, N.C. 27282	160115	
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')		
Creek Run, LLC	612 R-1 Oakdale Mill Rd. Jamestown, N.C. 27282	160135	
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')		
Sherril L. Auman & Kitsie G. Auman	4718 ZZ Harvey Rd. Jamestown, NC 27282	233809	
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')		
Shelba Auman & Michelle Preston Watson	4714 ZZ Harvey Rd. Jamestown, N.C. 27282	223270	
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')		

Project Questionnaire

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

Why are you requesting this rezoning?

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

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

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

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

N/A

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

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

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

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

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

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

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

For Town Use Only

Date Application Received:

5/9/22 *Ann C. Hargrave*

Town of Jamestown, North Carolina

301 E. Main St.

Jamestown, NC 27282

(336) 454-1138



Town of Jamestown, North Carolina Department of Planning

Rezoning Permit Process Guide

Frequently Asked Questions

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

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

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

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

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

Why is it important for the applicant to attend both public hearings?

During the public hearing, you (or your representative) will have the opportunity to present your project and respond to questions from Planning Board members and interested parties in the audience.

Typical Timeline

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

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

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

Step 4. Complete applications are advertised for public hearing.

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

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

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

Contact Information

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

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

Planning Board Members

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

**Denotes ETJ member

Guilford County, NC



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



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

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



Zoning Case 2022-01
Jamestown Planning Department
Zoning Staff Report

Planning Board Hearing Date: June 13, 2022
Continued to: July 18, 2022
Town Council Hearing Date: October 18, 2022
Continued to: November 15, 2022

GENERAL INFORMATION

Applicant: Charlie Hall c/o Windsor Homes
Land Acquisition and Development Services, LLC
PO Box 9147
Greensboro, NC 27429

Request: Request for rezoning of the following parcels:
• 4718 Harvey Rd (Parcel #223271) 31.4 +/- acres, From AG to CZ-B

Conditions: See Attached.

Location: 4718 Harvey Rd

Parcel ID#: 223271

Public Notice: Notice of Pubic Hearing mailed 05/27/2022

Tract Size: Total of all tracts is approximately 31.4 +/- acres

Topography: Generally flat throughout, an unnamed tributary to Bull Run Creek runs through the center of the parcel, a wetland area is on the southern portion of the parcel

Vegetation: Primarily forested throughout the parcel

TRC Review: TRC has reviewed the proposed rezoning and a detailed construction plan review will be required prior to the issuance of any construction permits

SITE DATA.

Existing Use: Vacant

Adjacent Uses:

	Adj. Zoning	Adj Land Uses
North	AG	Agricultural
South	SFR	Single Family Residential
East	SFR, CIV	Single Family Residential, Civic
West	SFR	Single Family Residential

Zoning History:

Case #	Date	Summary
2022-01	07/18/2022	The Planning Board unanimously recommended approval of the rezoning application to the Town Council with the conditions as listed.

REQUESTED ZONING – Conditional Zoning – Bypass (CZ-B)

The Bypass District (B) is established to provide opportunities for compatible and sustainable development along the future Jamestown Bypass. Access to buildings in this district is provided through a secondary street network. The secondary street network is both auto-oriented and pedestrian oriented. Development standards in the Bypass District acknowledge that the automobile is the primary mode of transportation. Development and design standards encourage pedestrian scale development along the secondary street network. Goals of the Bypass District include providing a pleasant environment for motorists, a safe environment for pedestrians along the secondary streets; ensuring the safety of motorists and pedestrians; and preserving the capacity of the Bypass to accommodate high traffic volumes at high speeds. Uses in this district include services, employment, residential and industrial. Allowed building/lot types include Urban Workplace, Shopfront Commercial, Multi-Family Cluster, Attached House and Civic Building.

Conditions:

1. The area of potential commercial use shall be limited to 2.5 Acres. The remainder of the site shall be limited to residential uses only.
2. No apartments shall be allowed.
3. The maximum number of residential lots shall be 95.
4. Setbacks – Maximum front setback of 30’ along the internal roads and 65’ along Harvey Road
5. Architectural standards –
 - a. Vinyl exterior with some element of stone or brick wainscot on the front. Decorative vinyl shakes or board and batten in front gable. Shutters per plan and elevation (some elevations are designed to not be conducive for shutters). A variety of elevations and neutral exterior colors.
6. Commercial shall be limited to:
 - a. Post office
 - b. Medical, dental, or related office
 - c. Real estate office or other professional office such as insurance; legal; accounting;
 - d. consulting
 - e. Bank / financial institution
 - f. Florist/gift shop
 - g. Hardware store
7. Type A Buffer (LDO 11.6) between commercial and residential uses
8. A Traffic Impact Analysis (TIA) shall be completed before this rezoning is heard by Town Council. The developer shall comply with requirements identified in the TIA.

SPECIAL INFORMATION

Overlay Districts:	N/A
Environmental:	
Watershed:	Randleman Lake GWA, Randleman Tier 3
Floodplains:	Site is not adjacent to any floodplain per FEMA maps.
Streams:	There is an unnamed tributary to Bull Run Creek through the center of the parcel
Other:	N/A

Utilities: Public Water and Sanitary Sewer are available near this site. A letter of intent has been provided to obtain an easement to construct a sanitary sewer line across the property located at 612 R-1 Oakdale Mill.

Landscape Requirements: Landscaping requirements shall be per the TOJ Land Development Ordinance.

Tree Conservation Areas (TCA): Per LDO and to be reviewed by TRC. LDO requires six percent (6%) of lot area be preserved in a TCA.

Open Space: Per LDO and to be reviewed by TRC. LDO requirement: Other residential: 500 square feet of open space per unit or 10% of lot area, whichever is greater. Nonresidential uses (e.g., churches, schools, etc.): 10% of lot area.

Transportation:

Street Classification: Harvey Road – NCDOT, Local Secondary Route

Site Access: Harvey Road

Traffic Counts: NCDOT Traffic Counts on Harvey Rd between Vickrey Chapel Rd and Oakdale Rd are:
2019: 3,500 ADT 2020: 2,900 ADT 2022 Projected: 3,800 ADT

Sidewalks: No existing sidewalks. Extension of sidewalks will be required by the Jamestown LDO and/or the site-specific master plan.

Transit: Not currently serviced by transit.

Traffic Impact Study: No TIS is required

Street Connectivity: N/A

Other: N/A

IMPACT ANALYSIS

Land Use Compatibility and Envision Jamestown Comprehensive Plan

The future land use map identifies these parcels future land use as “Mixed Use”. The 2020 Land Development Plan defines “Mixed Use” as:

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

Envision Jamestown Comprehensive Guiding Principles Applying To This Proposal

Guiding Principle #1: Jamestown will actively facilitate high-quality growth that is both compatible with the Town’s traditional development pattern and innovative in how it meets the needs of our diverse and dynamic community.

- Implement subdivision standards that facilitate growth in a manner that achieves the Town’s desired urban development pattern and quality of public infrastructure.

Guiding Principle #2: As the strength of our community is directly tied to the long-term success of our neighborhoods, we will work diligently to promote and maintain the quality of life and aesthetic standards that our residents expect in Jamestown.

- Ensure that Jamestown’s residents have access to housing that is appropriate for all stages of life and family situations, including housing to allow older residents to “age in place”.

Guiding Principle #4: The ability to safely walk and ride a bicycle throughout the Town is critical to maintaining our community’s high quality of life. We will ensure that our community is well-connected with the necessary infrastructure to support walking and biking as an important mode of transportation for all residents.

- Provide every neighborhood in Jamestown with connections to a pedestrian system that will allow them to walk safely to any other destination in the community.

Guiding Principle #10: Jamestown is a welcoming and inclusive community that values the benefits of diversity in all aspects of the Town and its residents.

- Promote the development (and retention) of a wide range of housing types that meet the needs of current and future residents of all ages, abilities, family compositions, and socioeconomic backgrounds.

Guiding Principle #11: The quality and health of the natural environment is as important to our community as the quality of the built environment, and we will work to preserve and protect these vital resources.

- Protect and preserve mature trees and tree stands from removal in conjunction with land development activity, and promote the growth of healthy forests in the community.
- Protect riparian areas from encroachment by development to preserve water quality and natural habitats

CONFORMITY WITH OTHER PLANS

Town Plans:	N/A
Other Plans:	N/A

STAFF COMMENTARY:

The parcel is adjacent to the Jamestown Bypass and the applicant wishes to rezone the parcels to CZ-B, identifying the primary land use as residential with a potential commercial parcel that will compliment residential uses through conditional zoning (conditions attached).

The Technical Review Committee met on May 18, 2022. Public Services Director, Paul Blanchard, has investigated the parcels and found they can be served by Jamestown Public Utilities for water. A sewer easement is necessary for sewer service and the applicant has provided a letter of intent to gain access to sewer from an adjacent property.

Staff believe that the request to rezone this property from AG (Agriculture) to CZ-B (Conditional Zoning – Bypass) is appropriate and consistent with the Envision Jamestown Comprehensive Plan. Therefore, staff recommends that the Planning Board and Council follow the “Motion Finding Proposed Amendment Consistent With Comp Plan” procedure outlined below. *This will require two motions - one to consider the proposed zoning omendment and one to adopt the consistency statement.*

Suggested timeline for consideration:

Planning Board Public Hearing: June 13, 2022
Town Council Public Hearing: October 18, 2022

****All dates, locations and times will be advertised according to North Carolina law.****

WRITTEN RECOMMENDATION ADDRESSING COMPREHENSIVE LAND USE PLAN CONSISTENCY:

Effective October 1, 2017, state law has changed regarding the adoption of “consistency statements” when amending zoning ordinances. I have attached the UNC School of Government’s blog on the topic for your review. However, I thought I would pull some of the pertinent information out and place it below in a bulleted format:

- Boards are not required to take action that is consistent with an adopted Land Development Plan (aka – Comprehensive Plan or “Comp” Plan). They only need to consider what it says.
- The Council and Planning Board **must** adopt a statement that addresses plan consistency when considering zoning ordinance amendments.
- The adopted statement **may not be** something simple like “we find the request to be consistent/inconsistent with adopted policies”. Rather, it must say **how/why** the Council feels as it does.
- The consistency statement must include some modest discussion and explanation about the Planning Board and Council’s feelings on their actions. In other words, the statement should not be crafted beforehand by staff.
- The new law states that the Council **must** make their statement conform to one of three forms:
 - A statement approving the proposed zoning amendment and describing its consistency with the plan;
 - A statement rejecting the proposed zoning amendment and describing its inconsistency with the plan; or
 - A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment.
- Each consistency statement **must** include an **explanation of why the board deems the action to be reasonable and in the public interest.**

All amendments must now follow this approach:

- 1) Consideration of the proposed zoning amendment and public hearing.
- 2) Deliberation by the Board.
- 3) Motion on consistency/inconsistency with the Land Development Plan (Comp Plan).
 - a. ***If the Board finds that the proposed amendment is inconsistent with the Comp Plan, but wishes to approve the amendment, it must also make a motion (separately) to amend the Comp Plan to conform to the amendment.*** The same is true if the Board finds that a proposed amendment is consistent with the Plan, yet wishes to deny the amendment.
- 4) Motion to approve/deny the zoning amendment.

A sample format is provided on the following pages.

MOTION
FINDING PROPOSED AMENDMENT CONSISTENT WITH COMP PLAN

I make a motion that the proposed zoning amendment **be approved** based on the following:

1. *The proposed zoning amendment is **consistent** with the adopted comprehensive plan of the Town of Jamestown.* The Planning Board further finds that the proposed zoning amendment is consistent with the comprehensive plan because: _____.

AND

2. *The proposed zoning amendment is reasonable.* The Planning Board 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 Planning Board further finds that the proposed zoning amendment is reasonable because: _____.

AND

3. *The proposed zoning amendment is in the public interest.* The Planning Board 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 Planning Board further finds that the proposed zoning amendment is in the public interest because: _____.

[Call for second etc.]

MOTION
FINDING PROPOSED AMENDMENT INCONSISTENT WITH COMP PLAN

I make a motion that the proposed zoning amendment **be rejected** based on the following:

1. *The proposed zoning amendment is not consistent with the adopted comprehensive plan of the Town of Jamestown.* The Planning Board finds that the proposed zoning amendment is inconsistent with the comprehensive plan because:_____.

AND/OR

2. *The proposed zoning amendment is not reasonable.* The Planning Board considers the proposed zoning amendment to be unreasonable because:

A. The report of the Town staff finding the proposed zoning amendment to be unreasonable is adopted by reference.

B. The Board further finds that the proposed zoning amendment is unreasonable because:_____.

AND/OR

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

A. The report of the Town staff finding the proposed zoning amendment to be against the public interest is adopted by reference.

B. The Board further finds that the proposed zoning amendment is against the public interest because:_____.

[Call for second etc.]

**MOTION
TO APPROVE
ZONING AMENDMENT
(EVEN IF INCONSISTENT WITH COMP PLAN)**

I make a motion that the proposed zoning amendment **be approved** based on the following:

1. *Even though the proposed zoning amendment is **inconsistent** with the adopted comprehensive plan of the Town of Jamestown, a change in conditions in meeting the development needs of the community has occurred since plan adoption.* These changes include: _____.

Furthermore, the Board finds that the proposed zoning amendment meets the development needs of the community because: _____.

AND

2. *The proposed zoning amendment is reasonable.* The Board 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 Board further finds that the proposed zoning amendment is reasonable because: _____.

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 Board further finds that the proposed zoning amendment is in the public interest because: _____.

AND

4. By approving this motion, the Board also recommends that the Town Council also hereby amends the Town of Jamestown Land Development Plan (comprehensive plan) to reflect the approved zoning amendment.

[Call for second etc.]

Zoning Staff Report prepared for the Town of Jamestown Planning Department by Anna Hawryluk, AICP.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Consideration of Lease Agreement with PSFD for 6007 W. Gate City **AGENDA ITEM #:** IV-B

☐

CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: Dec. 20, 2022

ESTIMATED TIME FOR DISCUSSION: 5 min.

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

The Town owns property at 6007 W. Gate City Blvd. and would like to enter into a long-term ground lease with Pinecroft Sedgefield Fire Dept. for future use of the property for a fire station. This item is still under review by both the Town Attorney and attorneys for PSFD. Staff respectfully requests a continuation of this item until the Feb. 21, 2023, regular meeting without further advertisement in the Civic Center at Town Hall.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: Move to continue this hearing until the Feb. 21, 2023, regular meeting w/o further advertisement.

BUDGETARY IMPACT:

SUGGESTED MOTION: Move to continue this hearing until the Feb. 21, 2023, regular meeting without further advertisement.

FOLLOW UP ACTION NEEDED: N/A

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Set date for public hearing for LDO amendments.

AGENDA ITEM #: V-A

☐

CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: Dec. 20, 2022

ESTIMATED TIME FOR DISCUSSION: 5 min.

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

The Town has received a request for some minor amendments to the PUD zoning district. The proposed amendment is necessary to allow for a higher quality development by authorizing the development agreement to address issues which are a bit ambiguous in the Land Development Ordinance. We are closing in on completion of an almost 3 year process to bring a higher quality development than would have otherwise been allowed and this minor text amendment will permit the town to request higher performance from the developers. This item will be heard by the Planning Board on Jan. 9th with a proposed hearing before the Council on Jan. 17th, 2023.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: Set a public hearing date for the Jan. 17, 2023, regular meeting.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to set a public hearing date for LDO amendments for the Jan. 17, 2023, regular meeting.

FOLLOW UP ACTION NEEDED: Advertise public hearing

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Manager Report

AGENDA ITEM #: VI-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: December 20, 2022

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

Manager Report is attached.

ATTACHMENTS: Manager Report

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

- I. Loose leaf collection began on Monday, Oct. 24th and runs continuously until Friday, Feb. 24th. During this time, residents may place loose leaves at the curb for collection. Please keep piles of leaves clear of sticks, rocks, and debris which can damage equipment. A guide to loose leaf collection can be found on the Town's website and Facebook account. To date, Town staff have picked up approximately 460 tons of leaves.
- II. The Town would like to thank the Rotary Club of Jamestown for sponsoring the annual Christmas parade in conjunction with the Jamestown Business Association and the Ragsdale YMCA, which was held on Dec. 4th. We appreciate their service to our community.
- III. Town offices will be closed on Dec. 22nd, 23rd, and 26th in observance of the Christmas holiday and Jan. 2nd in observance of the New Year's holiday. There will not be garbage pickup on Friday December 23rd. The town may run two trucks on the following Tuesday, Dec. 27th pickup, so please be sure to have garbage at the curb no later than 7 AM to ensure pickup. Recycling should not be affected.
- IV. The Town Council will be hosting a Budget Retreat on Tuesday, Jan. 24th at 9am at the Golf Course, as we begin the budget season and review capital projects. The public is invited to attend.
- V. Several major projects are currently underway or completed.
 - A. Golf Strategic Plan – should be completed by the end of the year. (Council Strategic Plan Goal 5.7)
 - B. Golf Driving Range improvements – Complete
 - C. Golf Maintenance Building – Under construction (Council Strategic Plan Goal 5.6)
 - D. Wrenn Miller Park Bathrooms – bids accepted until Dec. 29th at 3pm (Goal 5.10)
 - E. Town Hall renovations – bids accepted until Dec. 29th at 2pm. (Goal 5.5)
 - F. Golf Course bathrooms – demolition should begin mid-late December. (Goal 5.10)
- VI. Goal 5.4 of the Council's Strategic Plan is to "Evaluate effectiveness of current solid waste collection & recycling services". Beginning in early April, the Town will move to a solid waste collection system utilizing trash cans. We will be sending out important notices to customers in the near future. Please stay on the lookout for more information on these changes.
- VII. Goal 5.14 of the Council's Strategic Plan is to "work with PSFD to create a plan for fire station improvements". Architects have been reviewing the current conditions of the building and are preparing a plan for future uses. Staff believe Council will hear from them during the Feb. 21, 2023, regular meeting.
- VIII. Goal 3.3 of the Council's Strategic Plan asks staff to "Seek marketing opportunities to promote Jamestown". You may have seen our commercial which will be airing throughout the holiday season on Fox 8.
- IX. Finally, we would like to wish everyone a safe and happy holiday season! Merry Christmas and Happy New Year!