

**Regular Meeting of the Town Council
December 21, 2021
6:00 pm in the Civic Center
Minutes & General Account**

The Town Council held its regular meeting at 6 pm on Tuesday, December 21, 2021.

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

Staff Members Present: Interim Town Manager Treme, Assistant Town Manager/Director of Planning Matthew Johnson, Director of Public Services Paul Blanchard, Town Planner Anna Hawryluk, Finance Director Judy Gallman, Accounting Specialist Faith Wilson, Town Attorney Jim Lanik, Interim Town Clerk Nancy Avery.

Visitors present: Carol Brooks

Call to order – Mayor Montgomery called the meeting to order at 6 pm.

- Roll Call – Interim Clerk Avery took roll call as follows
Council Member Wolfe- Present
Council Member Capes- Present
Mayor Montgomery- Present
Council Member Straughn- Present
Council Member Rayborn- Present

Avery 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 announced the following changes to the agenda:
 - II - Consent Agenda item G - Budget amendment listed as number #11, but is # 12. Total amendment increased from \$15,000 to \$55,000 with addition of \$40,000 for legal fees.
 - Item IV - Legislative briefing - Representative Hardister was not able to attend and asked to reschedule for the January meeting.
 - VII - Old Business, item on Public Hearing for rezoning – staff will also request a Public Hearing for January meeting for consideration of a Development Agreement.

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

Council Member Straughn made a motion to approve the agenda with the additional items. Council Member Capes made a second to the motion. The motion passed by a unanimous vote.

Consent agenda - The consent agenda included the following items:

- A. Approval of minutes from the November 16th Regular Town Council Meeting
- B. Approval & Sealing of the November 16th Closed Session Minutes
- C. Approval of 2022 Town Council meeting dates
- D. Financial Analysis of the Town of Jamestown
- E. Financial Analysis of the Jamestown Park & Golf Course
- F. Notification of Advances
- G. Budget Amendment # 12

Council Member Capes made a motion to approve the consent agenda as amended with changes to item G, previously referenced. Council Member Straughn made a second to the motion. The motion passed by a unanimous vote.

Public Comment - none

Presentation of Annual Comprehensive Financial Report results by John Frank, partner in Dixon, Hughes, and Goodman LLP – Finance Director Gallman introduced Mr. Frank to present the results of the audit.

Mr. Frank stated his firm issued an unmodified or clean audit report for fiscal year 2020-2021. They did not identify any material weaknesses in internal controls and the Town again this year received the excellence in financial reporting award, as it has received many years in a row.

Highlights from the executive summary are:

- Town's cash investment balances compared to fiscal year 2019-2020 are up by \$1.1 million dollars.
- General Fund cash balance is up primarily due to receipt of reimbursements from the Department of Transportation related to the sidewalk capital projects.
- Water and Sewer Fund cash is down by about \$883,000 due to payments made to City of High Point for the east side wastewater treatment plant and repairs and improvements to the Riverdale pump station.
- General Fund available Fund Balance is up by a little over \$1,000,000.
- Remaining General Fund Balance after restrictions and the Town's fund balance policy is up this year from a deficit of \$797,000 last year to a positive amount of \$372,000.
- General Fund revenues compared to last year were up by \$442,000. Most recurring revenues were up and sales tax revenue increased. Property taxes were also up this year. Golf course revenues, cell tower fees and planning fees also increased.
- General Fund expenditures were up by \$1,000,000 due to street resurfacing projects, recreation expenses were higher due to more activity and the golf course and transfer out to the recreation maintenance facility was made to the recreation capital project fund.
- Percentage of General Fund available balance to expenditures is at sixty-six percent (66%) representing an improvement over prior year compared to state average for other towns the same size. This is eleven percent (11%) below the state average but well above the recommended eight percent (8%).

- Water and Sewer Fund change in net position was \$316,000 which is still a positive increase.
- Property tax collection rate was one hundred (100) percent which is outstanding.

Consideration of rescheduling Tuesday, January 18, 2022 regular meeting to Tuesday, January 25, 2022 – Johnson requested Council reschedule the January 18, 2022 meeting to Tuesday, January 25, 2022 due to scheduling conflicts.

Council Member Wolfe made a motion to reschedule the January 18, 2022 meeting to Tuesday, January 25, 2022 at 6:00 pm in the Civic Center. Council Member Capes made a second to the motion. The motion passed by a unanimous vote.

Old Business

A. Public Hearings Continued from November 16th meeting

1. Public Hearing regarding several updates to the Land Development Ordinance -Johnson stated more work and discussion were needed on these updates before continuing the Public Hearing. He requested Council continue the hearing to the January 25, 2022 meeting without further advertisement.

Mayor Montgomery opened the hearing at 6:10 pm.

1. Gale Jacks, 5604 West Lock Court in Fox Hollow – She did not attend last month’s Council meeting and asked for an explanation of what the hearing was about.

The Mayor responded that it is about Land Development ordinances that include all of Jamestown.

As there were no other speakers, the Mayor closed the Public Hearing at 6:13 pm.

Council Member Straughn made a motion to continue the public hearing on LDO updates to the January 25, 2022 meeting without further advertisement. Council Member Capes made a second to the motion. The motion passed by a unanimous vote.

2. Public Hearing on Question for Annexation pursuant to G. S. 160A-31 for 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road – Johnson stated this was not yet ready for a hearing. He requested Council continue the hearing to the January 25, 2022 meeting without further advertisement. He said it came to his attention that information was sent to the Fox Hollow community that they are included in this annexation and that is not correct.

The Mayor opened the Public Hearing at 6:14 pm.

The Mayor reaffirmed that the Fox Hollow community is not included in the Annexation request.

Bud Cantana stated that if Fox Hollow comes up for annexation, he would not mind if Council thinks about Jamestown versus High Point or Greensboro.

As there were no other speakers, the Mayor closed the Public Hearing at 6:17 pm.

Council Member Straughn made a motion to continue the public hearing on annexation to the January 25, 2022 meeting without further advertisement. Council Member Capes made a second to the motion. The motion passed by a unanimous vote.

B. Consideration of scheduling Public Hearing for rezoning request from D. R. Horton for properties at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road from AG (Agricultural) to PUD (Planned Unit Development) for the January 25, 2022 regular meeting – Planning Director Johnson stated the Town had received an application for rezoning the above lots and the request has been before the Planning Board. Staff recommends scheduling a Public Hearing for the Council January 25, 2022 meeting.

Council Member Wolfe made a motion to set a Public Hearing for the rezoning application received from D. R. Horton properties as referenced above at 6 pm in the Civic Center as part of the Council’s January 25, 2022 meeting. Council Member Straughn made a second to the motion. The motion passed by a unanimous vote.

B-2. Consideration of scheduling Public Hearing for a Development Agreement related to the rezoning request from D. R. Horton – Johnson requested Council also schedule a Public Hearing for the January 25th meeting to consider a Development Agreement related to the rezoning request.

Council Member Wolfe made a motion to set a Public Hearing to consider a Development Agreement for the January 25, 2022 Council meeting. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

C. Recommendation on unsealing 2021 Closed Session minutes – Attorney Lanik stated after review of the 2021 Closed Session minutes, the recommendation is to keep them sealed as they are all related to either Personnel or Attorney Client privilege.

New Business

A. Oaths of Office for newly elected Mayor and Town Council members

North Carolina Supreme Court Chief Justice Paul Newby administered the Oath of Office to the Mayor and Council Members. He congratulated them on being elected and continuing to serve the Town. He said his family moved to Jamestown in 1958 and it was a pleasure and honor for him to be there for the oath.

B. Consideration of election of Mayor Pro Tem

Council Member Rayborn made a motion to make Council Member Wolfe Mayor Pro Tem. Council Member Capes made a second to the motion. The motion passed by a unanimous vote.

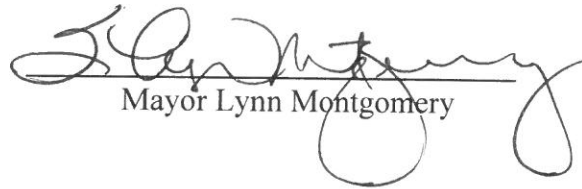
C. Consideration of adoption of Retreat and Budget/CIP calendar for FY 2022-2023 – Treme said a calendar has been set for retreat and budget meetings for next year. At the retreat the Town will review the strategic plan and staff will report on the status. Hazen and Sawyer will speak about growth in wastewater study results. There will be a report on town hall expansion and renovation projects. There will be a five year look back at expenditures and revenues for the Golf

Council Member Wolfe made a motion to return to open session at 7:05 pm. Council Member Straughn made a second to the motion. The motion passed by a unanimous vote.

Council Member Wolfe made a motion to approve an agreement for part time interim Town Manager Dave Treme. Council Member Straughn made a second to the motion. The motion passed by a unanimous vote.

Adjournment

Council Member Straughn made a motion to adjourn at 7:07 pm. Council member Capes made a second to the motion. The motion passed by a unanimous vote.



Mayor Lynn Montgomery

ATTEST



Interim Town Clerk Nancy Avery