



Settled 1752
JAMESTOWN
NORTH CAROLINA

BUDGET MESSAGE

June 15, 2021

Honorable Mayor, Members of the Town Council, and Citizens of Jamestown:

The Mayor and Town Council held a budget retreat with Town staff at the Jamestown Park Golf Clubhouse in January, 2021. The purpose of the meeting was to receive reports from the Town's Leadership and Management Team regarding Town departmental needs for the FY2021-22 budget. The major outcome of the retreat was that a strategic plan should be established that would help the town realize its long-term vision by setting up outcomes and goals in a systematic, incremental manner. Simply put, it would make Town Council and Town staff take a look at what's going on today, where we want to be tomorrow, and which steps we need to take to get there. That's the definition of strategic planning.

The Strategic Plan, subsequently shared with the Mayor and Town Council at the March 2021 Town council meeting, contains five major outcomes including (1)staff excellence, (2)community outreach and involvement, (3)infrastructure and facilities, (4)public safety, and (5)planning and development. There are 33 goals associated with these five outcomes. Many of these goals are included in the Town's recommended 2021-22 operating and capital budget, as presented herein. The Town staff plans to provide periodic reviews and status reports on each of the Town's goals during the next fiscal year. We are also recommending that Town Council further develop the strategic plan by scheduling a workshop to clarify the Town's current mission, vision and core values in July, 2021.

We are thus pleased to present the annual budget for the fiscal year 2021/22. The budget was prepared in accordance with North Carolina General Statute Chapter 159, "The North Carolina Local Government Budget and Fiscal Control Act". All funds within the proposed budget are balanced and all revenues and expenditures are identified.

The annual budget for fiscal year 2021/22 totals \$12,601,661 for all Town operations, capital improvements, transfers, and debt service. The total budget, excluding inter-fund transfers, amounts to \$11,844,561. This represents a 12 % decrease from the current amended 2020/21 budget.



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AD VALOREM TAXES / WATER and SEWER OPERATING REVENUES:

The budget, as presented, includes no tax increase for the 2021/22 fiscal year. At the current tax rate of \$.485 per \$100 of valuation, the amount of ad valorem property tax revenues are estimated to be approximately \$2,225,000, based on a collection rate of 99.53%. Tax and tag motor vehicle taxes are estimated to be approximately \$219,890 at \$.485 per \$100 tax rate.

In the Water & Sewer Fund, the budget proposes to increase the water rate by approximately 3% over the 2020-21 fiscal year rate, due to an increase in the rate from Piedmont Triad Regional Water Authority whom the Town purchases water from. The budget proposes that the sewer rates increase approximately 8%, based on the increase in the rates that Jamestown pays the City of High Point for sewer treatment. Water and sewer usage fees are projected to bring in approximately \$3,340,000 in revenues, while additional revenue sources, such as connection fees, late fees, and investment income are projected at approximately \$49,000 for the 2021/22 fiscal year.

OTHER REVENUES:

Unrestricted intergovernmental revenues include distributions of local sales tax, telecommunications, utility sales, natural gas, and video programming sales tax. ABC system distributions are also included in this category of revenues. Sales tax distributions in 2020/21 have exceeded expectations. We are projecting a 20% increase in sales tax revenues; while the other distributions are shown as being fairly flat.

Restricted intergovernmental revenues include funds received from federal, state or local sources which are restricted as to the use. The Town receives an annual Powell Bill allocation, which is based in part on population and in part by miles of streets. Estimated receipts to be received under Powell Bill are \$100,000. We believe that a trend for a decrease in these funds has begun and that we will see lower receipts in the coming years. The Town also is projected to receive federal funds from the American Rescue Plan.

Services and fees include revenues from golf course operations, planning and development fees, sanitation fees and cell tower and other leases. Since the reopening of the golf course after being shut down for Covid, play has greatly increased. The golf clubhouse has recently reopened in some capacity, and healthy clubhouse rentals are anticipated for the coming fiscal year. Total golf course revenues are projected at approximately \$1,003,000 for the 2021/22 fiscal year.



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The Town has experienced a less than favorable return on investments over the past year. Investment rates have been greatly reduced at local banks and through the NC Capital Management Trust. We are conservatively projecting interest income of approximately \$7,600 for all funds for 2021/22.

The recommended budget includes a general fund balance appropriation of approximately \$1,040,000 which will be used to fund capital projects. The proposed use of this fund balance amount still leaves the Town in compliance with its fund balance policy.

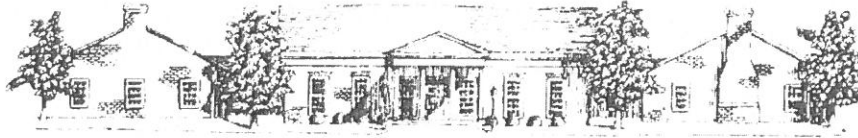
EXPENDITURES BY CATEGORY:

Personnel: This category of expenditures accounts for \$3,086,000 or 26.1% of the total budget (excluding transfers). These expenditures include salaries, FICA, retirement, group insurance, 401(k), and other miscellaneous benefits for 33 full-time employees. The Town also employs part-time and seasonal employees; however the only benefit they receive is FICA. The 2021/22 budget contains provisions to allow for a 1.6% cost of living increase, and a 0 – 3% merit increase for employees.

Supplies and Materials: This category accounts for \$1,000,700 or 8.4% of the total budget and includes supplies that are specific to each department (such as fertilizer for golf) as well as office supplies, fuel for equipment, small tools, and other miscellaneous items.

Contractual Services: This category accounts for \$3,098,766 or 26.2% of the total budget and includes property and liability insurance, cleaning, security system maintenance, other building service contracts, and other miscellaneous services.

Other operating expenditures: This category accounts for \$830,870 or 7% of the total budget and includes travel expenses, conferences and educational classes, utilities, dues, advertising, repairs and maintenance, telephone and data fees, and other miscellaneous fees.



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Capital outlay: This category accounts for \$2,808,300 or approximately 23.7% of the total budget and includes vehicles and equipment valued greater than \$5,000, buildings and improvements valued at greater than \$20,000 and infrastructure valued at greater than \$50,000. Capital outlay in the 2021/22 budget includes a new sanitation truck, bathrooms at Wrenn Miller Park and on the golf course, improvements to buildings, storm water, and crosswalks, as well as other equipment. There are 2 service trucks budgeted for the Water and Sewer department, as well as a backhoe, sewer improvements, and water line construction. Various capital expenditures are also accounted for in Capital Project Ordinance funds – which are multi-year funds that exist for the life of the projects. The current Capital Project Ordinance funds that the Town has open are sidewalk projects, and a recreational maintenance facility.

Debt payments (\$305,005), long-term commitments with other governments (\$191,000), reserve for future expenditures, etc. make up the remaining 8.6% of the budget.

This budget is proposed by the Interim Town Manager and the Finance Director. At this time it is not final until adopted by Town Council.

Respectfully submitted,

David W. Treme
Interim Town Manager

Judy Gallman
Finance Director

**TOWN OF JAMESTOWN
BUDGET ORDINANCE
FISCAL YEAR 2021-2022**

BE IT ORDAINED by the Town Council of the Town of Jamestown, NC meeting in session on the 15th day of June, 2021;

SECTION 1. The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2021, and ending June 30, 2022, in accordance with the chart of accounts heretofore established for this Town:

Governing Body	\$ 75,700
Administration	564,050
Planning	405,800
Buildings and Grounds	243,300
Public Safety	535,500
Fire	703,366
Streets	511,400
Sanitation	650,450
Recreation	499,970
Golf Course - Maintenance	1,157,500
Golf Course - Golf Shop	769,900
Debt Service	247,500
Other Financing Uses - Transfer to Gen. Capital Reserve Fund	<u>101,000</u>
 Total Appropriations	 <u>\$ 6,465,436</u>

SECTION 2. It is estimated that the following revenues and other financing sources will be available in the General Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Ad valorem taxes (including tax & tag)	\$ 2,448,390
Unrestricted intergovernmental	1,217,250
Restricted intergovernmental	100,000
Services and fees	1,579,411
Investment income	2,500
Miscellaneous	1,000
Other Financing Sources - Transfer from Gen. Capital Res Fund	76,600
Other Financing Sources - Appropriated Fund Balance	<u>1,040,285</u>
 Total Appropriations	 <u>\$ 6,465,436</u>

SECTION 3. The following amounts are hereby appropriated in the General Capital Reserve Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022, in accordance with the chart of accounts heretofore established for this Town:

Other Financing Uses - Transfer to General Fund	\$ 76,600
Reserve for Future Expenditures	<u>24,410</u>
 Total Appropriations	 <u>\$ 101,010</u>

SECTION 4. It is estimated that the following revenues and other financing sources will be available in the General Capital Reserve Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Investment income	\$ 10
Other Financing Sources - Transfer from General Fund	<u>101,000</u>
 Total Appropriations	 <u>\$ 101,010</u>

SECTION 5. The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer system for the fiscal year beginning July 1, 2021, and ending June 30, 2022, in accordance with the chart of accounts heretofore established for this Town:

Water and Sewer Utility Operations	\$ 4,978,200
Debt Service	57,505
Other Financing Uses - Transfers to W/S Capital Reserve funds	<u>456,500</u>
Total Appropriations	<u>\$ 5,492,205</u>

SECTION 6. It is estimated that the following revenues and other financing sources will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Charges for Services	\$ 3,362,000
Other Operating Revenues	22,450
Nonoperating Revenues	5,000
Other Financing Sources - Transfer from W/S Capital Reserve funds and Appropriated Net Position	<u>2,102,755</u>
Total Appropriations	<u>\$ 5,492,205</u>

SECTION 7. The following amounts are hereby appropriated in the Water and Sewer Capital Reserve Fund for the accumulation of funds for water and sewer system improvements for the fiscal year beginning July 1, 2021, and ending June 30, 2022, in accordance with the chart of accounts heretofore established for this Town:

Reserve for Future Expenditures	\$ <u>420,010</u>
Total Appropriations	<u>\$ 420,010</u>

SECTION 8. It is estimated that the following revenues and other financing sources will be available in the Water and Sewer Capital Reserve Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Nonoperating Revenues	\$ 10
Other Financing Sources - Transfer from Water & Sewer Fund	420,000
Other Financing Sources - Net Position Appropriated	<u>-</u>
Total Appropriations	<u>\$ 420,010</u>

SECTION 9. The following amounts are hereby appropriated in the Randleman Reservoir Capital Reserve Fund for payment of debt payments to PTRWA for the fiscal year beginning July 1, 2021, and ending June 30, 2022, in accordance with the chart of accounts heretofore established for this Town:

Other Financing Uses - Transfer to Water & Sewer Fund	\$ <u>123,000</u>
Total Appropriations	<u>\$ 123,000</u>

SECTION 9. It is estimated that the following revenues and other financing sources will be available in the Randleman Reservoir Capital Reserve Fund for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

Nonoperating Revenues	\$ 100
Other Financing Sources - Transfer from Water & Sewer Fund	36,500
Other Financing Sources - Net Position Appropriated	<u>86,400</u>
Total Appropriations	<u>\$ 123,000</u>

SECTION 10. There is hereby levied a tax at the rate of \$.485 per one hundred dollars (\$100) assessed valuation of taxable property, as listed for taxes as of January 1, 2020, for the purpose of raising the revenue listed as "Ad Valorem Taxes" in the General Fund in Section 2 of this ordinance.

This rate is based on a total estimated valuation of property for purposes of taxation of \$462,217,228 and the Fiscal Year 2019-2020 estimated rate of collection of 99.53%, plus a tax and tag valuation of motor vehicles of \$45,338,109.

The Town taxes will be payable under the same discount rate applicable to Guilford County taxes.

SECTION 11. - Pursuant to authority granted to the Budget Officer by North Carolina General Statute 159-15, the Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He/she may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes should not result in increases in salaries.
- b. He/she may transfer amounts up to \$25,000 between departments, including contingency appropriations, within the same fund. He/she must make an official report on such transfers at the next regular meeting of the Governing Board.
- c. He/she may not transfer any amounts between funds, except as approved by the Governing Board in the Budget Ordinance as amended.

SECTION 12. - The Town Manager, Assistant Town Manager, and Finance Director are hereby authorized to execute contractual documents on behalf of the Town of Jamestown for the purchase of apparatus, supplies, materials, or equipment up to \$89,999.99 upon the condition that they are in compliance with the requirements of Article 8 of Chapter 143 of the North Carolina General Statutes. The Town Manager, Assistant Town Manager, and Finance Director are further authorized to enter into general contracts and agreements on behalf of the Town of Jamestown up to \$50,000.

SECTION 13. - The Town Manager or a designee may make cash advances between funds without the approval of the Town Council. Advances will be reported to the Town Council monthly.

SECTION 14. - Copies of the Ordinance shall be furnished to the Finance Director of the Town of Jamestown, to be kept for direction in the disbursement of the funds.

**TOWN OF JAMESTOWN
2021/2022
ANNUAL BUDGET
SUMMARY OF ALL FUNDS**

		Total Revenues and Other Financing Sources		
FUND	DEPARTMENT	Preliminary 2021/2022	Budget Changes	Final Budget
General	All	6,442,936	22,500	6,465,436
General Capital Reserve		101,010	-	101,010
Water/Sewer		5,492,205	-	5,492,205
Water/Sewer Capital Reserve		420,010	-	420,010
Randleman Reservoir Capital Reserve		123,000	-	123,000
Total Revenues and Other Financing Sources - All Funds		<u>12,579,161</u>	<u>22,500</u>	<u>12,601,661</u>

		Total Expenditures and Other Financing Uses		
FUND	DEPARTMENT	Preliminary 2021/2022	Budget Changes	Final Budget
General	Governing	75,700	-	75,700
	Administration	555,050	9,000	564,050
	Planning	402,800	3,000	405,800
	Buildings & Grounds	183,300	-	183,300
	Public Safety	535,500	-	535,500
	Fire	697,566	-	697,566
	Street	293,400	-	293,400
	Powell Bill	-	-	-
	Sanitation	430,450	-	430,450
	Recreation	383,970	-	383,970
	Golf Course - Maintenance	921,000	10,500	931,500
	Golf Course - Golf Shop	744,900	-	744,900
	Debt Service	247,500	-	247,500
	Capital outlay	870,800	-	870,800
	Transfers	101,000	-	101,000
	General Fund Total	<u>6,442,936</u>	<u>22,500</u>	<u>6,465,436</u>
General Capital Reserve:				
Transfers		76,600	-	76,600
Reserve for future expenditures		24,410	-	24,410
		<u>101,010</u>	<u>-</u>	<u>101,010</u>
Water/Sewer:				
Operating / debt service		3,131,705	-	3,131,705
Capital outlay		1,904,000	-	1,904,000
Transfers		456,500	-	456,500
	Water/Sewer Fund Total	<u>5,492,205</u>	<u>-</u>	<u>5,492,205</u>
Water/Sewer Capital Reserve:				
Reserve for Future Expenditures		420,010	-	420,010
Randleman Reservoir Capital Reserve:				
Transfers		123,000	-	123,000
Total Expenditures and Other Financing Uses - All Funds		<u>12,579,161</u>	<u>22,500</u>	<u>12,601,661</u>

	Less: Inter-fund transfers	<u>(757,100)</u>	<u>-</u>	<u>(757,100)</u>
	Expenditures, less inter-fund transfers	<u>11,822,061</u>	<u>22,500</u>	<u>11,844,561</u>

CAPITAL PROJECT FUND - EAST FORK SIDEWALK & PEDESTRIAN BRIDGE
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	Project Author- ization	Prior Year	Actual Current Year	Total to Date	Variance Positive (Negative)
Revenues:					
Federal STP-EB funds	\$ 1,369,167	\$ 1,243,407	\$ -	\$ 1,243,407	\$ (125,760)
NC DOT funds	342,292	310,852	-	310,852	(31,440)
	<u>\$ 1,711,459</u>	<u>\$ 1,554,259</u>	<u>\$ -</u>	<u>\$ 1,554,259</u>	<u>\$ (157,200)</u>
Expenditures:					
Capital outlay - land improvements reimb	1,711,459	1,554,259	-	1,554,259	157,200
Capital outlay - land impr - non-reimb	60,000	59,065	-	59,065	935
Total expenditures	<u>1,771,459</u>	<u>1,613,324</u>	<u>-</u>	<u>1,613,324</u>	<u>158,135</u>
Revenues under expenditures	<u>(60,000)</u>	<u>(59,065)</u>	<u>-</u>	<u>(59,065)</u>	<u>935</u>
Other financing sources:					
Transfer from General Fund	60,000	60,000	-	60,000	-
Net change in fund balance	<u>\$ -</u>	<u>\$ 935</u>	<u>-</u>	<u>\$ 935</u>	<u>\$ 935</u>
Fund balance:					
Beginning of year, July 1			<u>935</u>		
End of year, June 30			<u>\$ 935</u>		

**CAPITAL PROJECT FUND -E. MAIN STREET (LYDIA) MUTLI-USE GREENWAY
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

	Project Author- ization	Actual			Variance Positive (Negative)
		Prior Year	Current Year	Total to Date	
Revenues:					
Federal STP-EB funds	\$ 1,332,797	\$ 700,649	\$ 612,285	\$ 1,312,934	\$ (19,863)
NC DOT funds	333,199	175,162	153,071	328,233	(4,966)
	<u>\$ 1,665,996</u>	<u>\$ 875,811</u>	<u>\$ 765,356</u>	<u>\$ 1,641,167</u>	<u>\$ (24,829)</u>
Expenditures:					
Capital outlay - land impr-reimbursable	1,665,996	875,811	765,356	1,641,167	24,829
Capital outlay - land impr-non-reimbursable	236,008	118,717	47,606	166,323	69,685
Total expenditures	<u>1,902,004</u>	<u>994,528</u>	<u>812,962</u>	<u>1,807,490</u>	<u>94,514</u>
Revenues under expenditures	<u>(236,008)</u>	<u>(118,717)</u>	<u>(47,606)</u>	<u>(166,323)</u>	<u>69,685</u>
Other financing sources:					
Transfer from General Fund	<u>236,008</u>	<u>236,008</u>	<u>-</u>	<u>236,008</u>	<u>-</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 117,291</u>	<u>(47,606)</u>	<u>\$ 69,685</u>	<u>\$ 69,685</u>
Fund balance:					
Beginning of year, July 1			<u>117,291</u>		
End of year, June 30			<u>\$ 69,685</u>		

CAPITAL PROJECT FUND - OAKDALE SIDEWALK PHASE III (#C-5609F)
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	<u>Project Author- ization</u>	<u>Prior Year</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
Revenues:					
Federal CMAQ funds	\$ 540,000	\$ 76,965	\$ 5,804	\$ 82,769	\$ (457,231)
Investment income	-	396	23	419	419
	<u>540,000</u>	<u>77,361</u>	<u>5,827</u>	<u>83,188</u>	<u>(456,812)</u>
Expenditures:					
Capital outlay - land improvements	675,000	96,207	7,255	103,462	571,538
Revenues under expenditures	(135,000)	(18,846)	(1,428)	(20,274)	114,726
Other financing sources:					
Transfer from General Fund	135,000	135,000	-	135,000	-
Net change in fund balance	<u>\$ -</u>	<u>\$ 116,154</u>	<u>\$ (1,428)</u>	<u>\$ 114,726</u>	<u>\$ 114,726</u>
Fund balance:					
Beginning of year, July 1			<u>120,712</u>		
End of year, June 30			<u>\$ 119,284</u>		

**CAPITAL PROJECT FUND - OAKDALE SIDEWALK PHASE 2
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

	<u>Project Author- ization</u>	<u>Prior Year</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
Revenues:					
Federal CMAQ funds	\$ 160,000	\$ 39,589		\$ 39,589	\$ (120,411)
Investment income	-			-	-
	<u>160,000</u>	<u>39,589</u>	<u>-</u>	<u>39,589</u>	<u>(120,411)</u>
Expenditures:					
Capital outlay - land improvements	200,000	49,486		49,486	150,514
Revenues under expenditures	(40,000)	(9,897)	-	(9,897)	30,103
Other financing sources:					
Transfer from General Fund	40,000	9,897	-	9,897	(30,103)
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Fund balance:					
Beginning of year, July 1					
End of year, June 30			<u>\$ -</u>		

CAPITAL PROJECTS FUND - RECREATIONAL MAINTENANCE FACILITY
 SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Project Author- ization	Prior Year	Actual Current Year	Total to Date	Variance Positive (Negative)
Revenues:					
Investment income	\$ 50	\$ -	\$ -	\$ -	\$ (50)
Expenditures:					
Architectural / Engineering	37,640	-	-	-	37,640
Other Contracted Services	2,500	-	-	-	2,500
Capital outlay - Building	492,000	-	-	-	492,000
Capital outlay - Equipment	20,000	-	-	-	20,000
Capital outlay - land improvements	18,400	-	-	-	18,400
Contingency	12,010	-	-	-	12,010
Total expenditures	<u>582,550</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>582,550</u>
Revenues under expenditures	<u>(582,500)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>582,500</u>
Other financing sources (uses):					
Transfer from General Fund	453,500	-	-	-	(453,500)
Transfer from General Capt Reserve Fund	129,000	-	-	-	(129,000)
Total other financing uses	<u>582,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(582,500)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>
Fund balance:					
Beginning of year, July 1			<u>-</u>		
End of year, June 30			<u>\$ -</u>		

TOWN OF JAMESTOWN, NORTH CAROLINA
SPECIAL REVENUE FUND - AMERICAN RESCUE PLAN
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Project Author- ization	Prior Years	Actual Current Year	Total to Date	Variance Positive (Negative)
Revenues:					
Restricted intergovernmental:					
American Rescue Plan distributions	\$ -				\$ -
Investment income	50	\$ -	\$ -	\$ -	(50)
Expenditures:					
Allowable expenditures	50				50
		-		-	-
		-		-	-
		-		-	-
		-		-	-
Total expenditures	50	-	-	-	50
Revenues over expenditures	-	-	-	-	-
Fund balance:					
Beginning of year, July 1			-		
End of year, June 30			\$ -		

NOTE: This fund will be amended when ARP distributions are received, and when expenditures are decided on and approved.

Town of Jamestown
Capital Improvement Program
General Fund

	Department	Priority	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	Beyond 5 Years	Total
Sidewalk - Oakdale Rd (Phase 3) (Capital Project Fund)	Planning	Must Do	540,000 (7) (8)						
Sidewalk - Penny Rd (Main St - HP Greenway)-(Capital Project Fund)	Planning	Must Do		800,000 (7) (8)	405,000				540,000
Sidewalk - Oakdale Rd (Phase 2) (Capital Project Fund)	Planning	Must Do	160,000 (7) (8)						1,205,000
Recreational Maintenance Building	Golf - Maint	Must Do	582,500 (2)						160,000
									582,500
Totals for Capital Project Funds			1,282,500	800,000	405,000				2,487,500

Operating Budget Items:

Updates to 2040 Comprehensive Plan	Planning	Must Do	15,000 (2)						
New bathrooms for golf course	Golf - Maint	Must Do	120,000 (2)						15,000
Roadway Improvements (paving)	Public Services/Powell Bill	Must Do		200,000 (1)		200,000 (1)		400,000 (1)	120,000
Paving - Crosswalk Improvements (stamping, etc)	Public Services/Streets	Must Do	35,000 (2)						800,000
New Sanitation Truck	Public Services/Sanitation	Must Do	220,000 (6)					35,000	70,000
Potter Sidewalk	Public Services-Streets	Must Do	44,000 (2)						220,000
Civic Center Improvements	Admin - Building	Must Do		55,000 (2)					44,000
Civic Center Sound System	Admin - Building	Must Do		40,000 (2)					55,000
Construct offices at town hall	Admin - Building	Must Do		95,000 (2)					40,000
									95,000

These items are not truly capital, but projects that we thought should be here

Storm Drainage - Street Improvements	Public Services-Streets	Should Do	142,000 (2)						
Stormwater Mapping Project - Withers Ravenel	Public Services-Streets	Should Do	43,000 (2)						142,000
Stormwater Audit Prep and Inspection - Blue Stream	Public Services-Streets	Should Do	15,000 (2)						43,000
Snow plows	Public Services-Streets	Should Do	12,000 (2)						15,000
Pavement Survey	Public Services-Streets	Should Do	10,000 (2)						12,000
Solid Waste / Recycling Study	Public Services-Sanitation	Should Do	20,000 (2)						10,000
Replace drainage system at golf course	Golf - Maint	Should Do							20,000
Repave cart paths	Golf - Maint	Should Do	25,000 (2)					40,000	40,000
Bunker Construction	Golf - Maint	Should Do						200,000	225,000
Sand Pro	Golf - Maint	Should Do	24,800 (6)					80,000	80,000
Multi Pro Sprayer on Workman HDX	Golf - Maint	Should Do	55,860 (6)						24,800
Deep Tine Aerator	Golf - Maint	Should Do	33,378 (2)						55,860
Driving Range improvements	Golf - Maint	Should Do		30,000 (2)					33,378
Cart Barn roof	Golf Shop	Should Do	25,000 (2)						30,000
Wrenn Miller bathrooms	Recreation	Should Do	116,000 (2)						25,000
Pave shelter parking lot	Recreation	Should Do							116,000
New bathrooms at shelters	Recreation	Should Do		75,000 (2)				8,000	8,000
New Park Shelter - replacement of shelter #3	Recreation	Should Do							75,000
Seal coating parking lot at Soccer Fields	Recreation	Should Do		12,500 (2)				100,000	100,000
Updates to Land Development Ordinance	Planning	Should Do							12,500
Main Street Corridor Study	Planning	Should Do	25,000 (2)	50,000 (2)	50,000 (2)				50,000
Crosswalk at Mendenhall Homeplace	Planning / Streets	Should Do	20,000 (2)						75,000
Strategic Growth Plan - Benchmark	Planning	Should Do	10,000 (2)						20,000
ADA Plan - Withers Ravenel	Planning	Should Do	27,000 (2)						10,000
Restoration of 1928 Jamestown fire truck	Fire	Should Do	5,800 (2)						27,000
Improvements to library building	Building - Library	Should Do	60,000 (2)	40,000					5,800
HVAC system replacements	Building - Library	Should Do		30,000					100,000
Painting exterior of fire station	Building - Fire Station	Should Do		21,000		12,500			42,500
									21,000

Total project = \$40,000; HP MPO pays other \$20,000

Paving at golf shop, including driveway into parking lot	Golf Shop	Could Do			65,000 (2)				
Connect Shelter Bathrooms to Public Sewer	Recreation	Could Do							65,000
Shelter at Wrenn Miller Park	Recreation	Could Do		20,000 (2)				25,000	25,000
									20,000

Baseball Field Improvements:

Baseball Field Improvements- Dugouts (4) - in-house construction	Recreation	Could Do						70,000	70,000
Pave baseball parking lot	Recreation	Could Do						45,000	45,000
Renovate/Replace Bathrooms at Baseball Complex	Recreation	Could Do						40,000	40,000
Replace drainage system at baseball fields and re-grade	Recreation	Could Do						75,000	75,000
Baseball field lights	Recreation	Could Do						112,000	112,000

Updates to Comprehensive Pedestrian Transportation Plan	Planning	Could Do						50,000	50,000
Intersection Improvements - Guilford Rd at Wyndwood	Planning	Could Do						70,000	70,000
Sidewalk - Potter - (Main to Mendenhall to Guilford Rd)	Planning	Could Do						182,900	182,900
Sidewalk - Scientific St (Main St to Shannon Gray Ct.)	Planning	Could Do						126,000	126,000
Sidewalk - Forestdale (Main St-Woodland)	Planning	Could Do						207,375	207,375
Sidewalk - Forestdale (Woodland-Oneil)	Planning	Could Do						209,250	209,250
Sidewalk - Cloverbrook (Forestdale-Guilford)	Planning	Could Do						240,000	240,000
Deep River Paddle Trail/Greenway Trail (Phase I, II & III)	Planning	Could Do						650,000	650,000

Total Projects, General Fund (excludes capital project funds)

	\$ 1,103,838	\$ 668,500	\$ 115,000	\$ 212,500	\$ -	\$ 2,965,525	\$ 5,065,363
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FUNDING SOURCE - Operating Budget only

	FY 2020/21	FY 2021/22	FY 2022/23	FY 2024/25	FY 2025/26	5 Years	Total
(1) Powell Bill current yr and reserve fund balance	-	200,000	-	200,000			800,000
(2) Operating budget / fund balance	803,178	468,500	115,000	12,500		400,000	1,399,178
(3) Federal STP-EB funds							-
(4) NCDOT							-
(5) NCDOT Enhancement funding							-
(6) Installment financing	300,660						300,660
(7) Transfer from General Fund to Capital Project Fund							-
(8) CMAQ Funding							-
(9) HP MPO							-
(10) NC Rural Economic Development Grant (received in fy 2018)							-
Amount unfunded							-
Total for Budget Year	\$ 1,103,838	\$ 668,500	\$ 115,000	\$ 212,500	\$ -	\$ 2,965,525	\$ 5,065,363

Town of Jamestown 2020-21 Fee Schedule Current

2021-2022
Proposed %
change

GENERAL:

Shelters - Jamestown Park	
Jamestown residents	\$50 / day
Non-residents	\$100 / day
Sanitation	
Return Check or ACH Fee	\$10 / curbside p/u per month
	\$25
PERMITS	
Development Clearance Certificate (or Elevation Certificate Review) :	
For accessory buildings < 144 sq. ft.	\$25
Change of Occupancy / Special Event, Temp. Structure	\$25
For all other projects	\$75
Floodplain Development Permit	\$100 + applicable site plan, DCC, or other fees
Permanent Signs (excluding temporary banners)	\$50
Sandwich Board Signs	\$30
Tree Disturbance Permit	\$25 (if not part of approved site plan)
ZONING	
Rezoning	
< 1 ac	\$900
1 ac – 4.99 ac	\$1,200
≥ 5 ac	\$1,500
Zoning Verification Letter	\$100
If site visit required	\$150
Board of Adjustment Hearing	\$400 per case
Amendment to Special Use/ Conditional Use Permit	\$400
Text Amendment Change Request	\$300
Family Care Home Radius Check/Letter	\$100
PLAN & SUBDIVISION PLAT REVIEW	
Watershed Plan review Only	\$900
Minor Site Plan Review (ex. - watershed review required; paving/parking/stripping; Minor site changes meeting Article 7 Sec. 7.7-2)	\$250
Non-residential Site Plan Review	\$1400 + \$20 per 1,000 sq. ft. of GFA
Subdivision Preliminary Plat (Plan) Review Fee	
Typical (SFR)	\$1000 + \$40 per lot
Multifamily (Condo, TH, & Apt.)	\$1400 + \$30 per unit
Plan Revisions/Modifications to already approved plans	\$250 per lot, sq. ft. , dwelling unit or space fee listed above applied to any increase
Final Plat Review	\$200 + recording fees at ROD
(no charge if preliminary plat fee was received)	
Review of Covenants & Restrictions/Declarations of	\$110 + recording
Subdivision, or any other HOA documents	fees at ROD
"Exempt" Final Plats	\$200

TELECOMMUNICATIONS:

All fees must be paid to the Town prior to the work being done for which the fee is paid.

Town Application Fees:

New Tower or Support Structure	\$5,000
Eligible Facility (Co-location or Non-Substantial Modification)	\$2,500
Amendment or Waiver Request	\$250 per item or issue
Expert Assistance Fees:	
New Tower or Support Structure or Substantial Modification	\$7,500
Eligible Facility (Co-location or Non-Substantial Modification):	
Technical Review and Analysis:	\$1,000
Expedited Application Process:	\$2,500
Amendment or Waiver Request:	\$500 per item or issue
Final Inspection	\$2,000 per inspection
Lease Negotiations	\$7500 (\$250/hr. beyond 30 hrs.)

STREETS:

Street / Easement Closings	\$400
Street Renaming / Renumbering	\$400

ANNEXATIONS & PUBLIC HEARINGS:

Voluntary Annexation Request	\$400
Any Other Request for a Public Hearing	\$400

Publication Fees:

Development Ordinance (and other official manuals)	\$30
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Photocopies of individual pages:

single-sided up to 8 1/2 X14	\$.10 per sheet
double-sided up to 8 1/2 X14	\$.15 per sheet
single-sided 11 X 17	\$.20 per sheet
double-sided 11X 17	\$.25 per sheet
computer disk	\$1.00 each

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L**GIS / Mapping Fees:**

Depends on size	
8.5" x 11" color map	\$5
11" x 17"	\$10
18" x 24"	\$12
24" x 36"	\$24
36" x 48"	\$30
42" x 60"	\$34
Maps which include aerial	add \$10 per map
Special Projects and Custom Labor	\$50 / hour (1/2 hour minimum)

Jamestown Park:

Field Preparation Fee includes 2 staff \$25/hour (minimum 3 hours)

100% - NEW

Youth Rates:

Baseball Field Rental Rates

Games / practice - Unlighted \$50

Soccer Field

Games / practice - Unlighted \$50

Concession Building Baseball

Monthly rental \$100

Adult / Group Rates:

Baseball Field Rental Rates

Games / practice - Unlighted \$75

Soccer Field

Games / practice - Unlighted \$75

Rental of entire soccer complex for a day \$1,000

Wrenn Miller entire park rental (max. 8 hours) \$3,000

100% - NEW

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Golf Course:

Cart Fees :

Cart Fees (18 holes) \$13

Cart Fees (9 holes) \$9

Pull Carts (18 holes) \$2

Pull Carts (9 holes) \$1

Green Fees:

18 Hole Weekday (Resident) \$16

18 Hole Weekday (Non-Resident) \$21

18 Hole Weekend (Resident) \$20

18 Hole Weekend (Non-Resident) \$30

9 Hole Weekday (Resident) \$11

9 Hole Weekday (Non-Resident) \$13

9 Hole Weekend (Resident) \$12

9 Hole Weekend (Non-Resident) \$15

18 Seniors/Juniors/Ladies Weekday (Resident) \$11

18 Seniors/Juniors/Ladies Weekday (Non-Resident) \$13

9 Seniors/Juniors/Ladies Weekday \$8

18 Seniors/Juniors/Ladies Weekday walking \$15

9 Seniors/Juniors/Ladies Weekday walking \$10

Driving Range:

Large bucket \$8

Small bucket \$4

Room Rental:

Room rental Deposit (Required) \$150

Mendenhall Room 8am-4pm \$75/hour

Mendenhall, Lindsay, Charles Room evenings (4 hours) \$400

Event Host (One per every 50 guests) \$50/hour

Paid Security Guards (if necessary) \$30/hour

Water Rates (per unit):

In-town	\$3.05	\$3.15	3.28%
Out-of-town	\$6.10	\$6.30	3.28%

Irrigation Rates (per unit):

In-town	\$4.60	\$4.75	3.26%
Out-of-town	\$9.20	\$9.50	3.26%

Sewer Rates (per unit):

In-town	\$3.65	\$3.95	8.22%
Out-of-town	\$7.30	\$7.90	8.22%

OTHER FEES

Meter Deposit Fee	\$150
Utility Billing Late Fee	\$10
Connection Fee	\$50
Meter Box Access Charge	\$50
Meter Box & Cleanout Tampering Fee	\$50 + Cost of Damage
Meter Size Testing Fee - 5/8"	\$75
Meter Size Testing Fee - 1" and larger	Actual cost plus 20%
Non-Payment / Re-connection Fee	\$50
Non-Payment / Re-connection Fee (after hours)	\$100
Administration Fee for all Food Service Establishments for inspection, etc. related to Fat, Oil and Grease policy	\$100/per year

TAP FEES:

Meter + MXU + Admin	variable - cost of meter, MXU +\$100
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System Development Fees

Meter size	Max flow gpm	
Water 3/4"	30	\$1,300
Sewer 3/4"	30	\$1,700
Water 1"	50	\$2,200
Sewer 1"	50	\$2,800
Water 1.5"	100	\$4,300
Sewer 1.5"	100	\$5,700
Water 2"	160	\$6,900
Sewer 2"	160	\$9,100
Water 3"	320	\$13,900
Sewer 3"	320	\$18,100
Water 4"	500	\$21,700
Sewer 4"	500	\$28,300
Water 6"	1000	\$43,300
Sewer 6"	1000	\$56,700
Water 8"	1600	\$69,300
Sewer 8"	1600	\$90,700
Water 10"	2300	\$99,700
Sewer 10"	2300	\$130,300
Water 12"	3100	\$134,300
Sewer 12"	3100	\$175,700

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R**Hydrant Use:**

Hydrant Use Application Fee	\$50
Hydrant Meter Monthly Service Charge plus monthly water usage	\$20
Hydrant Meter Assembly with 5/8 or 3/4 " meter inch	
backflow preventer Deposit	\$250
Hydrant Meter Assembly with 1 1/2 " meter inch	
backflow preventer Deposit	\$600

Water & Sewer Rates - proposed increases

	Average Monthly Usage (in units)	<u>Current Rates 2020-2021</u>		<u>Proposed Rates 2021-2022</u>		Average Bill Increase/month
		Rate	Average Bill	Rate	Average Bill	
Inside Town Limits:						
WATER	8 units	\$3.05/unit	\$24.40	\$3.15/unit	\$25.20	\$0.80
SEWER	8 units	\$3.65/unit	\$29.20	\$3.95/unit	\$31.60	\$2.40
			<u>\$53.60</u>		<u>\$56.80</u>	<u>\$3.20</u>
Outside Town Limits:						
WATER	6 units	\$6.10/unit	\$36.60	\$6.30/unit	\$37.80	\$1.20
SEWER	6 units	\$7.30/unit	\$43.80	\$7.90/unit	\$47.40	\$3.60
			<u>\$80.40</u>		<u>\$85.20</u>	<u>\$4.80</u>
Inside Town Limits:						
IRRIGATION	10 units	\$4.60/unit	\$46.00	\$4.75/unit	\$47.50	\$1.50
Outside Town Limits:						
IRRIGATION	4 units	\$9.20/unit	\$36.80	\$9.50/unit	\$38.00	\$1.20