



Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council

April 21, 2020

Virtual Meeting (in accordance with social distancing restrictions due to Covid-19)**

Agenda

I. Call to Order-

- A. Pledge of Allegiance
- B. Moment of Silence
- C. Approval of Agenda

II. Consent Agenda-

- A. Approval of minutes from the February 18, 2020 Regular meeting
- B. Approval & Sealing of the February 18, 2020 Closed Session minutes
- C. Approval of minutes from the March 10, 2020 Special Town Council meeting
- D. Proclamation Vietnam Veterans Day
- E. Proclamation Women's History Month
- F. Proclamation Municipal Clerks Week
- G. Analysis of financial position of the Town of Jamestown
- H. Analysis of financial position of the Jamestown Park & Golf Course
- I. Budget Amendment #15
- J. Budget Amendment #16
- K. Update on Sidewalk Projects
- L. Operator Responsible in Charge (ORC) Mutual Aid Agreement

III. Public Comment

IV. Old Business-

A. Public Hearing

- I. Public Hearing to consider a text amendment to the Land Development Ordinance (LDO) to add a new zoning district, "Planned Unit Development" (PUD) to Article 8 "Zoning Districts"

V. New Business-

- A. Request to set a public hearing date to consider an amendment to the Town Code of Ordinances: Chapter 52: Operation of Water and Wastewater System- Kenny Cole, Town Manager
- B. Request to set a public hearing date for the 2020/2021 Budget and CIP- Kenny Cole, Town Manager
- C. Consideration of waiving daily deposits less than \$500 during a State of Emergency- Kenny Cole, Town Manager

VI. Manager/Committee Reports-

- A. Manager Report- Kenny Cole, Town Manager
- B. Council Member Committee Reports

VII. Public Comment

VIII. Other Business

IX. Adjournment

**** Youtube link to watch live streaming of meeting:**

https://www.youtube.com/channel/UCmi_MH3cM_DfOvhsLO9ZC6w

Working Agenda for the April 21st Regular Town Council Meeting

| Tentative Time Line | Agenda Item | Responsible Party | Action required by the Town Council |
|---------------------|---|--------------------|--|
| 6:30 pm | I. Call to Order | Mayor Montgomery | Mayor Montgomery to call the meeting to order. |
| 6:30 pm | A. Pledge of Allegiance | Mayor Montgomery | Mayor Montgomery to lead everyone in the Pledge of Allegiance. |
| 6:30 pm | B. Moment of Silence | Mayor Montgomery | Mayor Montgomery to call for a moment of silence |
| 6:30 pm | C. Approval of Agenda | Mayor Montgomery | Mayor Montgomery to ask Council if there are any items that need to be added or deleted. Council Member makes a motion to approve the agenda. Council Member makes a second to the motion. Then vote. |
| 6:35 pm | II. Consent Agenda | | |
| 6:35 pm | A. Approval of minutes from the February 18 th Regular meeting B. Approval & Sealing of the February 18 th Closed Session minutes C. Approval of minutes from the March 10 th Special Meeting D. Proclamation Vietnam Veterans Day E. Proclamation Women's History Month F. Proclamation Municipal Clerks Week G. Analysis of financial position of the Town of Jamestown H. Analysis of financial position of Jamestown Park & GC I. Budget Amendment #15 J. Budget Amendment #16 K. Update on Sidewalk Projects L. ORC Mutual Aid Agreement | | Council Member makes a motion to approve the consent agenda. Council Member makes a second to the motion. Then vote. |
| 6:35pm | III. Public Comment | | Please state your name and address and adhere to the 3 minute time limit |
| 6:50 pm | IV. Old Business | | |
| 6:50 pm | A. Public Hearing | | |
| 6:50 pm | I. Public Hearing to consider a text amendment to the LDO to add a new zoning district PUD to Article 8 "Zoning Districts" | Call on M. Johnson | Johnson to request that Council open the public hearing and continue it to the May 19 th Regular Town Council meeting without further advertisement. Mayor Montgomery to open the public hearing Council Member makes a motion to continue the public hearing to the May 19 th Regular Town Council meeting without further advertisement. Council Member makes a second to the motion. Then vote. |
| 6:50 pm | V. New Business | | |
| 6:50 pm | A. Request to set a P.H. date to consider an amendment to the Code of Ordinances: Ch. 52: Water and Wastewater | Call on K. Cole | Cole to request that Council set a public hearing date for an amendment to the Town Code of Ordinances: Chapter 52: Operation of Water and Wastewater System for the May 19 th Regular Town Council meeting. Council Member makes a motion to set the public hearing date for an amendment to the Town Code of Ordinances: Chapter 52: Operation of Water and Wastewater System for the May 19 th Regular Town Council meeting. Council Member makes a second to the motion. Then vote. |
| 6:55 pm | B. Request to set a P.H. date for the 2020/2021 Budget and CIP | Call on K. Cole | Cole to request that Council set a public hearing date for the 2020/2021 Budget and CIP for the May 19 th Regular Town Council meeting Council Member makes a motion to set the public hearing date for the 2020/2021 Budget and CIP for the May 19 th Regular Town Council meeting. Council Member makes a second to the motion. Then vote. |
| 7:00 pm | C. Consideration of waiving daily deposits less than \$500 during a State of Emergency | Call on K. Cole | Cole to request that Council waive the daily deposit requirement if less than \$500 during a State of Emergency. Council Member makes a motion to approve/deny the waiving of daily deposits if less than \$500 during a State of Emergency. Council Member makes a second to the motion. Then vote. |
| 7:10 pm | VI. Member/Committee Reports | | |
| 7:10 pm | A. Manager Report | Call on K. Cole | Cole to present his monthly Manager's Report to Council |
| 7:15 pm | B. Council Member Committee Reports | Mayor Montgomery | Mayor Montgomery to request that Council Members give an update on any Committees 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 | | |
| 7:45 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
Kenneth C. Cole

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 February 18, 2020 Regular meeting

AGENDA ITEM #: II-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Minutes from the February 18th Regular Town Council meeting

ATTACHMENTS: Minutes from the February 18, 2020 Town Council meeting

RECOMMENDATION/ACTION NEEDED: Staff recommends approval of the minutes from the February 18th Town Council meeting

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A



**Regular Meeting of the Town Council
February 18, 2020
6:30 pm in the Council Chambers
Minutes & General Account**

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

Staff Present: Kenny Cole, Matthew Johnson, Katie Weiner, Judy Gallman, Paul Blanchard, & Beth Koonce, Town Attorney.

Visitors Present: John McGinnis, Dee Fink, Robert Frederick, Mark Hensley, Anna Black, Malcolm Black, Jennifer Black, Rae Marie Smith, Ed Stafford, Robert Coon, Lt. Col. Lee Richmond, Tom DelVecchio, Joel Cranford, Tammy Boggs, Mason Smith, Brady Joerger, Adrian Rodriguez, Robin Thomas, Kim Joerger, Dennis Sholl, & Carol Brooks.

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

- Pledge of Allegiance- The Adams Farm Christian Preschool students led everyone in the Pledge of Allegiance.
- Moment of Silence- Mayor Montgomery called for a moment of silence.
- Approval of Agenda- Mayor Montgomery asked if anyone would like to change, add, or delete any items on the agenda.

Council Member Wolfe requested to move the Public Hearing for the Planned Unit Development (PUD) text amendment to item "III" on the agenda.

Council Member Wolfe made a motion to approve the agenda with the requested change. Council Member Capes 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 January 10, 2020 Town Council Retreat
- Approval of minutes from the January 21, 2020 Regular meeting
- Approval & Sealing of the January 21, 2020 Closed Session minutes
- Proclamation declaring February 2020 Black History Month
- Proclamation Arbor Day 2020
- Analysis of financial position of the Town of Jamestown
- Analysis of financial position of the Jamestown Park & Golf Course

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

(Proclamation Black History Month & Proclamation Arbor Day)

Public Hearing

- Public Hearing to consider a text amendment to the Land Development Ordinance (LDO) to add a new zoning district, "Planned Unit Development" (PUD) to Article 8 "Zoning Districts"- Mayor

Montgomery opened the public hearing. Johnson stated that staff was requesting that the public hearing be continued until March 10th at 6:30 pm in the Ragsdale Civic Center.

Council Member Wolfe made a motion to continue the public hearing for the text amendment to the Land Development Ordinance to March 10th at 6:30 pm in the Ragsdale Civic Center, 301 East Main Street, without further advertisement. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

Public Comment-

- Bob Battista, 109 Channel Cove Court - Battista stated that he had lived in Jamestown for ten years. He said that he has noticed a real issue with crows getting into the trash bags that citizens put out on the curb for garbage pickup. He noted that the crows were constantly tearing up the bags and trash was getting scattered all over the neighborhood. He encouraged Council to consider providing garbage totes for citizens to use for pickup to resolve the problem.
- Joel Cranford, 113 Thora Drive- Cranford stated that he was frustrated about animals consistently getting into the trash that was placed outside in bags. He noted that he waits until the last possible minute to put the bags out, but it has not helped the issue. He said that it was a problem that needed to be addressed. He encouraged Council to make utilizing totes for garbage collection a priority.

Old Business-

- Consideration of adoption of Guilford County Smoking Policy- Cole stated that Council had discussed the Guilford County Smoking Policy at a previous meeting. He noted that the initial draft that the County had submitted to the Town had been amended. He stated that he had added a few things to the Town of Jamestown's policy to reflect the new Guilford County policy. Cole introduced Mary Gillette, Guilford County Board of Health Representative, to update Council on the issue.

Gillette gave Council a brief history of the County's policy regarding smoking. She said that the County had recently tweaked their policy to include all tobacco products. She noted that restrictions had been placed on the use of electronic cigarettes in government buildings and local government vehicles.

Cole gave Council a brief overview of the changes to the policy. He recommended that Council approve the amended Town of Jamestown policy that reflected the new restrictions on electronic cigarette usage.

Council Member Rayborn made a motion to approve the amended smoking policy for the Town of Jamestown. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Request to set the date for the Town Council Budget Retreat- Cole stated that Council had discussed setting the date for their annual budget retreat at the previous meeting. He noted that Council had selected March 20th as the potential date for the retreat. He requested that they formally set the date for March 20th at 8:30 am in the Clubhouse at the Jamestown Park & Golf Course.

DRAFT

Council Member Straughn made a motion to set the date for the budget retreat for March 20th at 8:30 am in the Clubhouse at the Jamestown Park & Golf Course. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Update on Sidewalk Projects- Blanchard gave Council an update on the ongoing sidewalk projects. He stated that the contractor was continuing to work on the installation of underground features for the East Main Street sidewalk project. He said that the road had been closed on February 3rd in order for the East Fork Pedestrian Bridge to be constructed. He added that the closure was an inconvenience, but commuters were able to reach their destinations. Blanchard stated that staff was working with NCDOT to get the project completed in a timely manner.

New Business

- Discussion of the AARP Livable Communities Program- Mayor Montgomery called Mark Hensley forward to discuss the AARP Livable Communities Program.

Hensley stated that he represented 1.1 million members of AARP in North Carolina. He noted that there had been a movement across the nation towards AARP livable and age-friendly communities. He said that livable communities had gained popularity because people were living longer than ever before. Hensley added that the amenities that these areas would provide would be beneficial to people of all ages. He gave Council a brief overview of the AARP Livable Communities Program. He informed Council about additional resources that they could use to identify areas that they could improve to make the Town of Jamestown more livable.

There was a brief discussion between Council and Hensley about the Livable Communities Program.

- Consideration of appointment of Planning Board Alternate- Weiner stated that there was currently a vacancy for a Planning Board Alternate. She noted that Dennis Sholl had applied to fill the position and that his application was in their packet. She said that staff was requesting that Council appoint Dennis Sholl to fill the vacancy.

Council Member Wolfe thanked Sholl for his patience. She added that his application had been on file for quite some time.

Council Member Wolfe made a motion to appoint Dennis Sholl to be an Alternate on the Planning Board. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Budget Amendment #14- Gallman said that Budget Amendment #14 would increase the amount of money in the budget for legal services. She had spoken with the Town's attorney to get an estimate of how much additional funding would be necessary. Gallman stated that she had determined that \$50,000 would be required to pay for legal services in the current fiscal year. She added that the increase in expenditures was directly related to the Lori Herron matter at 2216 Guilford College Road.

Council Member Capes made a motion to approve Budget Amendment #14. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

DRAFT

(Budget Amendment #14)

- Consideration of approval of Town Manager or Designee to make cash advances from the General Fund to Sidewalk Capital Project Funds- Gallman stated that the sidewalk projects were underway and construction had begun. She added that staff was beginning to receive invoices from the contractors that needed to be paid in a timely manner. She noted that the projects were funded by state and federal grants, and the Town had not been reimbursed that funding yet. Gallman stated that money needed to be advanced from the general fund into the capital project fund in order to pay the invoices. She said that the funding that the Town would be reimbursed in the future would be used to pay the advances back to the general fund.

Gallman noted that the current ordinance allowed the Town Manager to make cash advances for periods that did not extend sixty days. She was not sure how long it would take to receive the reimbursement. Therefore, she requested that Council approve the Town Manager or his Designee to make cash advances as needed into the sidewalk capital project fund without a time restriction.

Council Member Wolfe made a motion to grant the Town Manager or his Designee the authority to make cash advances to the sidewalk capital project funds. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

- Discussion of Nonprofit Policy and potential Grant Funded Services- Cole said that he and Gallman had met with the nonprofit agencies in regard to the change in grant funding. He added that Council Member Rayborn and Council Member Straughn had met to discuss potential Town funded services.

Council Member Rayborn stated that the nonprofits had submitted information detailing the services that they provide to Jamestown residents. She said that she had reviewed that information with Council Member Straughn and Gallman. She added that the nonprofits had been given a deadline to submit additional information prior to the Town Council's Budget Retreat.

Council Member Wolfe discussed the details of the nonprofit meetings with Council and staff.

Manager/Committee Reports-

- Manager Report- Cole presented his monthly report to Council. He noted that Flowers Bakery had requested some additional revisions to a legal contract before allowing the Town to place a sign on their property. He added that he anticipated that March 30th would be the bid date for the construction of the recreation building. He also gave Council an overview of a sewer spill that had occurred.

Blanchard gave Council additional information about the sewer spill incident.

- Council Member Committee Reports-
 - Council Member Wolfe stated that she had been going to the Complete Count Census Committee meetings. She said that she had been placed on the Government Subcommittee. She added that there were several representatives from neighboring

communities that were working together to increase public awareness about the census. She stated that Paul had attended the TAC meeting in her absence and that the construction of the Jamestown Bypass was still on schedule. Council Member Wolfe also gave an overview of the Comprehensive Plan Steering Committee meeting. She noted the various ways that the consultants were seeking to receive feedback from citizens in regard to the Comp Plan update.

- o Council Member Straughn briefly updated Council about Part 150 Team’s noise study that they were completing for the airport.

Public Comment- Nobody signed up.

Other Business- There was no other business discussed.

Closed Session Per General Statutes 143-318.11(a)(3) to discuss matters related to Attorney Client Privilege- Lori Herron (2216 Guilford College Road) vs. the Town of Jamestown- Council Member Rayborn made a motion to go into closed session per General Statutes 143-318.11(a)(3) to discuss matters relating to attorney client privilege in regard to Lori Herron at 2216 Guilford College Road and the legal contract with Flowers Bakery. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

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

Council Member Wolfe made a motion to resume open session. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

Council Member Capes made a motion to direct Beth Koonce, Town Attorney, to proceed with the legal contract revisions with Flowers Bakery. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

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

The meeting ended at 8:05 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

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 & Sealing of the February 18, 2020 Closed Session minutes **AGENDA ITEM #:** II-B



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

The Town Council went into Closed Session at the February 18th Town Council meeting per General Statutes 143-318.11(a)(3) to discuss matters related to attorney client privilege regarding Lori Herron (2216 Guilford College Road) and the legal contract revisions with Flowers Bakery. Staff is requesting the approval and sealing of the minutes from the February 18th Closed Session.

ATTACHMENTS: None

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

BUDGETARY IMPACT: N/a

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

FOLLOW UP ACTION NEEDED: N/A

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

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 the minutes from the March 10th Special T.C. meeting

AGENDA ITEM #: II-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Minutes from the March 10th Special Town Council meeting.

ATTACHMENTS: Minutes from the March 10th Special Town Council Meeting

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: None

DRAFT

**Special Meeting of the Town Council
March 10, 2020
6:30 pm in the Civic Center
Minutes & General Account**

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

Staff Present: Kenny Cole, Matthew Johnson, Katie Weiner, & Beth Koonce, Town Attorney

Visitors Present: Katie Gumerson, Janina Austin, Jennifer Morris, Tom Tervo, Robert Coon, Dee Fink, Kathryn Austin, Cindy Baggett, Jim Tobin, Ellen Wolfe, Beth Hammer, Susan Orfanedes, Owen Morris, Chris Grew, Sandy Grew, Ashely Snead, Todd Walker, Mike Slaton, Judith Tobin, Tricia Payne, David Cooley, Craig Fogleman, Kristi McDaniel, Stan McDaniel, Kelly Sweatt, Bill Sweatt, Amanda Hodierne, Ethel Newman, Lee Richmond, Martin Wordell, Kristie Hill, Tom Ozment, Dan McDaniel, Donna McDaniel, Tom Tervo, Pam Karboski, Laura Kathryn Fuqua, John Winslow, Brian McMillan, Gary Forbis, Susan Jorgensen, Lou Jorgensen, Bob Moore, Ingrid Moore, Brenda Saufley, Dee Fink, Denise Cooley, Judy Penny, Tim Hutchinson, Carol Hay, Chris Sieredzki, David Ulander, Bonnie Schurr, Ellen Wolf, Paul Morien, Tayler Coleman, Andrew Coleman, Howard Tucker, Kami Tucker, Jesse Canniff-Kuhn, Dolores Rapuano, Vincent Rapuano, Myra Krebs, Kara Tracey, Jennifer Garrison, Steve Monroe, Dustin McDaniels, Carl Saporitti, Linda Saporitti, Randy Beck, Richard Hay, Chet Hodgins, Nancy Harrelson, Donald Smith, Sherry Smith, Donna Turner, Greg Turner, Jason Mikles, Heidi Mikles, Ellen Burrow, Patti Holtzman, Delbert Holtzman, Abed Dumariéh, Kisena Dumariéh, Carl Burgess, Pam Burgess, Cheryl Burnette, Jenny Oleson, Brent Ayers, Darren Myers, Susan Myers, Doyle Heath, Bruce Rich, Karin Bias, Sherry Brown, Jay Smith, Angie Williams, Brandon Kern, Amber Kern, Robert Manzella, Ellen Bliven, Ken Bliven, Bruce Canada, Penny Canada, Dorothy Yates, Jolanda VanBree, Enrico Jones, Rita Bernacchi, Juan Bernacchi, Charles Hinsley, Bernard DeGree, Robert Frederick, Theresa Campbell, Ed Stafford, Paul Mitchell, Karen Kern, Charles Kern, Susan Yeager, Richard Yeager, John Cunningham, Pam Alonge, Ken Alonge, Jackie Lawrence, Janine Shaw, Brent Lawrence, Brian Baillargeon, Mia Sparks, Owen Sparks, Joe Basile, Michele Basile, Aden Hailemariam, Jennifer Pruitt, Anne Hatcher, Sterling Nicholson, Nancy Hoffman, Richard Boyles, Sean Boyles, Lisa Keck, Gary Miller, Nancy Miller, Thomas Rooks, Chris Graham, Dana Graham, Marc Tolson, Theresa Rhodes, Doug Wright, Anne Wright, Richard Ward, Dianne Ward, Vanessa Carter, John Edge, Cece Leonard, Linda Curtis, David Callahan, Sherri Callahan, Cheryl Foorkas, David Talsey, Julie Bullard, Cecil Little, Pat Little, Karen Small, Mary Saia, Tony Saia, Mike Saia, Tracy Saia, Donna Saia, Nick Saia, Mary Liz McCourt, Mark Pond, Ashley Sanonez, Scott MacLeod, Dari Starkey, Chuck Starkey, Chuck Kern, Karen Kern, Chris Stadler, Mark Heinbach, Raymond Ellis, Keith Bryant, Michael Ross, Raquel Sharkey, Carla Jones, Shirley Rosenfeld, Leonard Rosenfeld, & Carol Brooks

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

- Pledge of Allegiance- Mayor Montgomery led everyone in the Pledge of Allegiance.
- Moment of Silence- Mayor Montgomery called for a moment of silence.

Mayor Montgomery gave an overview of the public hearing process. She noted that Johnson, the Town Planner, would present his staff report regarding the Planned Unit Development (PUD) text amendment to the Land Development Ordinance (LDO). She added that he would not discuss specifics of the Johnson property because the Town had not received any formal application from the property owners or developers. She noted that the Town Council would not be voting on the text amendment that night and that it would be continued to the March 17th Regular Town Council meeting. She also presented the ground rules for those that wished to speak during the public hearing.

Public Hearing to consider a text amendment to the Land Development Ordinance (LDO) to add a new zoning district, "Planned Unit Development" (PUD) to Article 8 "Zoning Districts"- Johnson presented his staff report on the PUD amendment to Council. He thanked all the citizens that came to Town Hall to meet with him to discuss the amendment. He noted that he had been in contact with the developers of the Johnson property and had shared the feedback that he had received from concerned citizens. Johnson reiterated that the Town had not received any formal request from the property owners or the developers. He stated that he would not discuss any specifics related to the property, but he acknowledged that the PUD zoning district would be an important tool for the development of the Johnson property. He noted that the PUD amendment was not being presented for Council's consideration solely based on that project.

Johnson stated that the PUD zoning district was a planning tool that would allow Council and citizens the maximum amount of legal input over development. He added that the PUD would be a binding legal document at the end of the zoning process. Johnson said that traditional zoning would not permit staff or Council to address and mitigate the concerns of the public like the PUD would. He noted that PUD's were especially important for larger tracts of land because it would allow the development to be planned in a cohesive fashion.

Johnson said that the details regarding the text amendment were outlined in the Council packet. He highlighted that the PUD amendment would only apply to parcels of land that were ten acres or larger and would require site specific development plans as part of the approval process. He added once the plans were adopted that they would be binding by law. He noted that the PUD concept was achieved through the relaxation of zoning and subdivision regulations to allow the creative development of a parcel as a single entity. He stated that the Town would have much stronger control over the final project through negotiations that were a key part of the approval process. He noted that if large properties were developed through traditional zoning that staff, elected representatives, and citizens would have much less input on the final project than if a PUD zoning district were utilized. Johnson asked Council if they had any questions.

Council Member Capes asked Johnson what the most likely scenario would be if Council could not use the PUD zoning district to have more control over the development of the Johnson property.

Johnson stated that the developer would most likely begin to develop the property through traditional means. He added that the Planning Board and Council would be legally obligated to consider the rezoning requests. He reiterated that there would be less community input available if the property were developed conventionally.

Council Member Wolfe stated that the Council would not have to approve a developer's plan for a PUD.

Mayor Montgomery thanked Johnson. She also stated that there was a line of citizens outside that could not come into the building because it was already at capacity. She encouraged those that had spoken to consider stepping out of the meeting in order to let others in that wished to state their opinions.

Mayor Montgomery opened the public hearing. She asked Weiner to call the first three people that had signed up to speak to come forward. Weiner called Katie Gumerson, Janina Austin, and Jennifer Morris forward.

- Janina Austin, 403 Thornwood Road- Austin said that she appreciated that the Council was willing to listen to her even though she lived in the ETJ area. She stated that she did not understand why a PUD development was necessary at that time. She added that development for development's sake was not a good way to plan a Town. She also questioned the ability of Town staff to oversee such a large development. She stated that the Town would not be able to hold the developer accountable in regard to housing density if a PUD were approved. Austin said that existing zoning methods could be used to develop the property as separate parcels.
- Jennifer Morris, 314 Guilford Road- Morris stated that she had lived in Jamestown for sixteen years. She said that the schools in the area were already overcrowded. She added that a high density development would be detrimental to the Town. She encouraged Council to be thorough and take their time with making the decision regarding the PUD.
- Katie Gumerson, 4648 Jamesford Drive- Gumerson spoke about the Jamestown United Facebook Group that she had created. She noted that she was concerned about the Johnson development. She stated that it was her understanding that staff did not have experience overseeing a PUD development or the resources necessary to take on the approval process of an enormous project. She encouraged Council to put the amendment on hold while they continue to research the issue.
- Tom Tervo, 2 Langholm Court- Tervo said that he had lived in Whittington Hall for twenty years. He noted that he had lived in communities that were similar before moving to Jamestown. He said that he believed that the PUD was a good thing because it gave citizens more control over the development. However, Tervo stated that there was enough commercial properties in the area and he did not think that there was a need to include more in the Johnson development. He also did not believe that allowing more apartments to be built would be fitting with Jamestown's current small-town feel.
- Robert Coon, 200 Hidden Ridge Drive- Coon thanked Council for delaying the vote on the amendment. He also thanked them for taking the time to explain that the PUD amendment would provide the flexibility necessary to have a positive influence on the development of the Johnson farm. He noted that the current Comprehensive Plan encouraged the use of a PUD for a variety of reasons in regard to development. He noted that there was only one chance to get things right. He encouraged Council to research other PUD developments to determine best practices. He stated that a well-written PUD ordinance was a tool that the Town should have in its toolbox to maintain the look and feel of Jamestown while building a quality Town for the future.
- Dee Fink, 315 Guilford Road- Fink thanked Council and staff for the time they had spent on the issue and for their patience. She added that she would rather have the best PUD and keep the memories of the Johnson Farm that she has now. She encouraged Council to continue to research the issue.
- Katherine Austin, 209 Woodmont Road- Austin stated that she had lived in Cedarwood for twenty-eight years. She said that she had moved away for about ten years, but she came back to Jamestown because it was her favorite place that she has ever lived. Austin said that Council

was considering a huge change and she did not want them to rush their decision. She added that Jamestown was unique and that it should be kept that way.

- Cindy Baggett, 3900 Rock Ridge Road- Baggett said that she was representing Sedgefield Women's Club. She added that the club was a community group that worked with the schools in the area. Baggett stated that the schools in the Ragsdale district were over capacity. She requested that elected and appointed officials consider the school system when making decisions about development.
- Jim Tobin, 601 Forestdale Drive- Tobin said that he had been a resident of Jamestown for sixteen years. He added that he and his family were active participants in the community. Tobin stated that he cherished the green space in the Town. He noted that he had served on the Parks and Recreation Master Plan Steering Committee. Tobin added that he did not understand why the Town had not asked for as much community input on the Johnson development as the Master Plan for the parks. He encouraged Council to take their time with their decision and to survey the citizens.
- Ellen Wolf, 100 Violet Lane- Wolf stated that she had lived in the Cedarwood subdivision since 1992. She added that she had lived in Forestdale North prior to moving to Cedarwood. She said that she was not anti-development. However, she was frustrated that the Diamondback proposal had come out of the blue. She stated that she was against the PUD as it was proposed. She noted that there needed to be synchronization between the developer, the Town Council, and the Comp Plan Steering Committee. She urged Council to slow down.
- Beth Hammer, 2120 Guilford College Road- Hammer stated that she lived directly across from the Johnson Farm. She said that she had attended multiple meetings with Council Members, but she wanted to keep the small-town feel that existed in Jamestown. She urged Council to continue to research other PUD projects that were in other communities and determine best practices. She added that there was no need to rush the process.
- Lee Richmond, 601 Tangle Drive- Richmond said that he had lived at Tangle Drive for thirty years. He stated that the property was really close to existing businesses. He noted that the Johnson development should be considered while the Comp Plan Steering Committee worked on their update.
- Tricia Payne, 304 Jordan Ridge Way- Payne stated that she was not against PUDs. However, she noted that everyone that had spoken seemed to be in favor of controlled, planned, mindful, and smart development. She said that nobody knew how a large development would impact the Town's resources and the Town staff. Payne stated that it was difficult to make a decision without additional information.
- Pastor Jesse Canniff-Kuhn, 100 Woodland Drive- He stated that he was not an expert on development. He encouraged Council to consider the needs of affordable housing for lower-income people when making zoning decisions. He noted that his wife was a math teacher, and they both loved living in Jamestown. However, he added that they could barely afford to live in Jamestown and their household income was well above the median in the general area. He said that everyone was entitled to housing and the opportunity to live in a good neighborhood. He

reiterated the importance of considering the needs of people that have less wealth when making zoning decisions.

- Karen Tracie, 4637 Chesterfield Place- She said that she appreciated that the Town Council were trying really hard to listen to the whole community. She stated that one of the things that really struck a chord with her was that a PUD could be a good tool, but the Town's number of staff members was limited. She strongly encouraged Council to consider how they would manage such a large development.
- Brent Ayers, 2120 Guilford College Road- Ayers stated that he lived across from the Johnson property. He said that he would like to see a revised plan from the developer that showed that they were responding to feedback from the citizens. He noted that he did not believe that a PUD would be beneficial until everyone was able to see the new plans. He added that he thought it may be more manageable for the property to be developed in smaller increments.
- Darren Myers, 314 Pearce Drive- Myers thanked Council for being willing to meet with citizens. He said that using a PUD as a planning tool made sense to him. However, he was unsure why the PUD needed to be approved before it was defined. He was also concerned about how the PUD development would impact existing home values. He thanked Council for the job that they do and encouraged them to take their time with their decision.
- Laura Katherine Fuqua, 101 Mendenhall Road- Fuqua was concerned with the speed of the decision regarding the PUD. She stated that citizens pay to live in a small, bedroom community. She noted that she was against apartments and low-income housing.
- Gary Forbis, 101 Newberry Street- Forbis said that he lived in Raleigh when it was developing. He noted that Cary used to be a small town and encouraged Council to consider how it looks now. He said that a PUD was a tool that should be considered. Forbis was concerned about the potential loss of character due to large-scale development. He said that it was possible that development could be done well, but that careful planning would be necessary. He thanked Council for their service.
- Jeff Craig, 111 Jordan Creek Drive- Craig thanked everyone for taking the time to meet with him. He said that he was on the fence about the PUD. He noted that everyone was so involved because they loved Jamestown. He encouraged Council to listen to the citizens and slow down the development process. He said that it was notable that nobody from Diamondback had spoken during the public hearing.
- Nancy Harrelson, 401 Thornwood Road- Harrelson said that Ted Johnson used to be her neighbor. She stated that Ted Johnson was spinning in his grave.
- Richard Hay, 607 West Main Street- Hay stated that he was opposed to the PUD and that he thought it was not worth the risk. He said that doubling the Town's population was beyond the scope of the zoning board. He encouraged Council to consider a formal referendum and noted that it would be beneficial for everyone involved.

- Susan Myers, 314 Pearce Drive- Myers said that it was very important to consider how many houses would be allowed per acre on the proposed PUD and how that compared to previous PUDs.
- Cheryl Farkas, 224 Spencer Street- Farkas stated that she created Triad Sustainability and that she worked with realtors in the area. She said that everyone needed space for parks and recreation. She was concerned about animal and plant life that may become displaced if the Johnson Farm were developed.

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

Council Member Wolfe stated that she was born and raised in Jamestown. She said that she loved the Town. Council Member Wolfe stated that it had been her honor and privilege to serve the community. She noted that the development was a really big deal and a huge decision. She stated that she wished the Comprehensive Plan update was further along. She noted that a consultant from Benchmark was scheduled to speak about PUDs at the upcoming Council meeting. She added that Council was still taking their time about deciding whether a PUD was in the best interest of the Town.

Council Member Capes said that everyone wanted the best for the Town. He said that he had lived in Jamestown for seventeen years. He added that one of the things that stood out to him was that there was a lot of concern about speed and transparency. He noted that citizens had made very good points and that they had given Council a lot to think about. He also stated that everyone that had been involved in the process had attempted to reach out to get as much input as possible from the public. Council Member Capes encouraged everyone to remember that the Johnson Farm was private property. He said that there were more questions that needed to be answered and that Council would continue to consider the issue.

Council Member Straughn said that he heard a lot of concerns about the number of staff necessary to handle the development. He added that there would have to be an increase in staff if Jamestown experienced large-scale development. Council Member Straughn said that he was still on the fence about the PUD. He noted that he was continuing to research the issue and that he had went to visit other areas that had PUD developments. He added that he was concerned about housing density. However, he noted that there had not been any formal request submitted. Council Member Straughn said that a PUD could give Council the ability to place certain restrictions on the development. He said that he was happy to listen to anyone that wanted to speak with him and that he had not made a decision on the issue.

Council Member Rayborn encouraged anyone that would like to speak with her about the PUD to contact her. She said that she was open to listen to anyone or to answer any questions that may arise.

Mayor Montgomery thanked everyone for attending the meeting and for being respectful of every speaker. She assured the citizens that Council did not take their decision lightly and that they were not finished with their research on the issue.

Council Member Wolfe made a motion to continue the public hearing to March 17th at 6:30 pm in the Civic Center without further notice. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

DRAFT

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

The meeting ended 8:02 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation recognizing Vietnam Veterans Day

AGENDA ITEM #: II-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Proclamation recognizing March 29th as Vietnam Veteran's Day in the Town of Jamestown. It commemorates the sacrifice of the more than 3 million American soldiers that served in the Vietnam War. It also provides an opportunity to honor Vietnam veterans and their contributions to our community.

ATTACHMENTS: Vietnam Veterans Day Proclamation

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

PROCLAMATION
VIETNAM VETERANS DAY
MARCH 29, 2020

WHEREAS, 47 years ago today our nation ended military operations in the Republic of Vietnam, thus ending military involvement in what was then the longest war in our country's history; and

WHEREAS, it is important to honor the men and women who survived and the 58,220 men and women who gave their lives; and

WHEREAS, since their return, these veterans have contributed tremendously to their communities, their states, and the nation; and

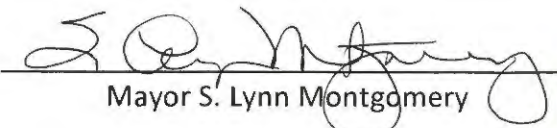
WHEREAS, as citizens of Jamestown, and the great state of North Carolina, we must never forget the pain and suffering that lingers today for the men and women who fought with honor and distinction, in the name of freedom and democracy for all; and

WHEREAS, today, March 29, 2020 as defined by Veteran's Affairs Secretary Robert McDonald, is a day to honor living United States veterans who served on active duty in the United States Armed Forces at anytime during the period of November 1, 1955 to May 15, 1975, regardless of location; and

WHEREAS, of the names listed on the Vietnam memorial wall there are 1,624 from the great state of North Carolina; let us remember that is never too late to pay tribute to the men and women who answered the call of duty with courage and valor; and

WHEREAS, throughout this 13 year commemoration which began November 13, 2012 and extends through November 11, 2025, let us strive to live up to their example by showing our Vietnam veterans, their families, and all the veterans that served our country the respect and support of a grateful town, state, and nation:

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, do hereby proclaim March 29, 2020 as Vietnam Veterans Day in Jamestown, North Carolina.



Mayor S. Lynn Montgomery



Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation Women's History Month

AGENDA ITEM #: II-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Proclamation declaring March 2020 as Women's History Month

ATTACHMENTS: Proclamation Women's History Month

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

PROCLAMATION WOMEN'S HISTORY MONTH
March 2020

WHEREAS, March is celebrated as Women's History Month; and

WHEREAS, generations of women have helped to shape our culture, our traditions, our economy, and our history; and

WHEREAS, American women have played and continue to play a critical economic, cultural, and social role in every sphere of our nation's life by constituting a significant portion of the labor force working in and outside of the home; and

WHEREAS, American women have played a unique role throughout history by providing the majority of the nation's volunteer labor force and have been particularly important in the establishment of early charitable, philanthropic, and cultural institutions in the country; and

WHEREAS, American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement, not only to secure their own right of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor union movement, and the modern civil rights movement; and

WHEREAS, today's women are creating new models for the women of tomorrow so that future generations of women will benefit from greater choices than previous generations;

NOW, THEREFORE, I, Lynn Montgomery, by virtue of the authority vested in me as Mayor of the Town of Jamestown do hereby proclaim the month of March 2020 to be

WOMEN'S HISTORY MONTH

AND urge all citizens to join me in this special observance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown this 21st day of April 2020.

Mayor S. Lynn Montgomery

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation recognizing Municipal Clerks Week

AGENDA ITEM #: II-F

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Municipal Clerks week is May 3rd-9th. Municipal Clerks Week was initiated by the International Institute of Municipal Clerks (IIMC). It celebrates and brings awareness to the services that clerks provide to local government and the community. This year marks the 51st anniversary of Municipal Clerks Week!

ATTACHMENTS: Proclamation recognizing Municipal Clerks Week

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

PROCLAMATION
Municipal Clerks Week
May 3rd - May 9th, 2020

WHEREAS, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, The Office of the Municipal Clerk is the oldest among public servants; and

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels; and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, The Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops, and the annual meetings of their state, provincial, county, and international professional organizations; and

WHEREAS, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, do recognize the week of May 3rd through May 9th, 2020, as "**MUNICIPAL CLERKS WEEK**," and further extend appreciation to our Municipal Clerk, Katie Weiner, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown this the 21st day of April, 2020.

Mayor S. Lynn Montgomery

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

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 as of March 31, 2020

AGENDA ITEM #: II-G

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

Attached 3-page summary details the cash and debt balances of the Town as of March 31, 2020, as well as revenues and expenditures of each annual fund. Percentage of budget expended is shown for both revenues and expenditures. Capital project fund project-to-date amounts are also presented. (The revenues, expenditures, and budgets for these capital project funds are shown for the life of the projects).

The detail budget to actual report is also attached for March 2020 (revenues and expenditures for each annually-budgeted fund).

Some items to note:

Payments were made on the Comprehensive plan project and the Stormwater utility project.

E. Main Street and E. Fork sidewalk construction is underway. Payments were made on construction administration on both projects. Payments on the E Main and E Fork sidewalk projects were made to the contractor. Reimbursement has been requested from Dept of Transportation.

ATTACHMENTS: 3 Page Summary and Detail Budget to Actual Report for March 2020

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Town of Jamestown
 Financial Summary Report
 Cash Balances
 as of March 31, 2020

| | | |
|---|----|-------------------|
| Petty Cash | \$ | 1,350 |
| Operating Cash | | 3,206,027 |
| Certificates of Deposit | | 3,018,620 |
| Money Market Accounts - operating | | 510,077 |
| North Carolina Capital Management Trust | | <u>9,243,728</u> |
| | \$ | <u>15,979,802</u> |

Reservations of cash:

| | | |
|--|----|------------------|
| Cash reserved for Randleman Reservoir | \$ | 775,443 |
| Cash reserved by Powell Bill for street improvements | | 356,579 |
| General Capital Reserve Fund | | 125,874 |
| East Fork Sidewalk Capital Project | | 27,796 |
| Lydia Multi-use Greenway Capital Project | | 135,342 |
| Oakdale Sidewalk Phase III | | 109,548 |
| Water Sewer Capital Reserve Fund | | <u>1,494,281</u> |
| | \$ | <u>3,024,863</u> |

Cash by Fund:

| | | |
|--|----|-------------------|
| General | \$ | 4,879,320 |
| General Capital Reserve Fund | | 125,874 |
| East Fork Sidewalk Capital Project | | 27,796 |
| Lydia Multi-use Greenway Capital Project | | 135,342 |
| Oakdale Sidewalk Phase III | | 109,548 |
| Water/Sewer | | 8,432,198 |
| Randleman Reservoir | | 775,443 |
| Water/Sewer Capital Reserve Fund | | <u>1,494,281</u> |
| | \$ | <u>15,979,802</u> |

Cash by Bank:

| | | |
|---------------|----|-------------------|
| NCCMT | \$ | 9,243,728 |
| Pinnacle Bank | | 5,206,027 |
| First Bank | | 1,528,697 |
| BB & T | | <u></u> |
| | \$ | <u>15,978,452</u> |

**Town of Jamestown
 Financial Summary Report
 Debt Balances
 as of March 31, 2020**

| Installment Purchase Debt: | Balance at 3/31/2020 | Final Payment Date | Final Payment Fiscal Year |
|--|---------------------------------|-----------------------------------|--|
| GENERAL FUND: | | | |
| Sanitation truck, financed in 2017 | \$ 112,052 | 12/1/2023 | 2023/2024 |
| Leaf truck, financed in 2017 | 114,549 | 12/1/2023 | 2023/2024 |
| Sanitation truck, financed in 2015 | - | 3/17/2020 | 2019/2020 |
| Golf Clubhouse Renovation | <u>516,679</u> | 11/3/2027 | 2027/2028 |
| | <u>\$ 743,280</u> | | |
| WATER & SEWER FUND: | | | |
| Water & Sewer Maintenance Facility Construction | <u>\$ 387,484</u> | 11/3/2027 | 2027/2028 |

Town of Jamestown
 Financial Summary Report
 Total Revenues & Expenditures by Fund
 as of March 31, 2020

| | <u>General Fund (#10)</u> | <u>General Capital Reserve Fund (#11)</u> | <u>Water/Sewer Fund (#30)</u> | <u>Randleman Reservoir Fund (#60)</u> | <u>Water/Sewer Capital Reserve Fund (#61)</u> |
|---|--------------------------------------|---|---|---|---|
| Current Year Revenues (and transfers) | 3,852,375 | 98,898 | 2,742,825 | 37,497 | 395,154 |
| % of budget received | 61% | 102% | 61% | 30% | 98% |
| % of budget, excluding appropriated fund balance, received | 74% | 102% | 67% | 91% | 98% |
| | | | | | |
| Expenditures (and transfers) | 3,273,472 | 59,980 | 2,214,099 | 61,119 | - |
| % of budget expended | 52% | 62% | 49% | 50% | 0% |
| | | | | | |
| | <u>Fund (#16)</u> | <u>Fund (#17)</u> | <u>Fund (#18)</u> | | |
| | <u>East Fork Capital Project</u> | <u>Lydia Capital Project</u> | <u>Oakdale Ph III Capital Project</u> | | |
| Life to Date Revenues & Other Financing Sources | 60,000 | - | 193,619 | | |
| % of budget received | 3% | 0% | 29% | | |
| | | | | | |
| Life to Date Expenditures | 232,204 | 201,536 | 84,081 | | |
| % of budget expended | 13% | 12% | 12% | | |

10 GENERAL FUND

| Account | Received | | Estimated Revenue | Revenue | |
|---|-------------------|---------------------|---------------------|---------------------|-------------|
| | Current Month | Received YTD | | To Be Received | % Received |
| 3000 | | | | | |
| 3100 AD VALOREM TAXES | 18,565.57 | 2,086,201.99 | 2,004,000.00 | -82,201.99 | 104 % |
| 3101 Interest on Ad Valorem Taxes | 985.61 | 1,805.88 | 3,000.00 | 1,194.12 | 60 % |
| 3102 Tax and Tag revenue | 18,568.50 | 121,733.95 | 193,000.00 | 71,266.05 | 63 % |
| 3103 Interest on Tax and Tag Revenues | 139.04 | 940.71 | 1,250.00 | 309.29 | 75 % |
| 3230 SALES AND USE TAX | 59,760.97 | 371,165.62 | 650,000.00 | 278,834.38 | 57 % |
| 3250 Solid Waste Disposal Tax | 0.00 | 2,481.90 | 2,500.00 | 18.10 | 99 % |
| 3256 ELECTRICITY SALES TAX | 50,640.60 | 113,764.62 | 200,000.00 | 86,235.38 | 57 % |
| 3257 TELECOMMUNICATIONS SALES TAX | 8,929.24 | 18,103.84 | 45,000.00 | 26,896.16 | 40 % |
| 3258 PIPED NATURAL GAS SALES TAX | 2,850.82 | 5,263.85 | 16,000.00 | 10,736.15 | 33 % |
| 3261 VIDEO PROGRAMMING TAX | 10,960.37 | 21,527.10 | 40,000.00 | 18,472.90 | 54 % |
| 3310 FEDERAL GRANTS | 0.00 | 0.00 | 138,000.00 | 138,000.00 | 0 % |
| 3312 GRANTS FROM GUILFORD COUNTY | 0.00 | 49,981.00 | 55,500.00 | 5,519.00 | 90 % |
| 3313 Local Grants | 0.00 | 0.00 | 10,000.00 | 10,000.00 | 0 % |
| 3316 POWELL BILL | 0.00 | 110,893.59 | 108,000.00 | -2,893.59 | 103 % |
| 3322 ALCOHOLIC BEVERAGES TAX | 0.00 | 0.00 | 18,000.00 | 18,000.00 | 0 % |
| 3325 ABC DISTRIBUTION | 0.00 | 37,500.00 | 50,000.00 | 12,500.00 | 75 % |
| 3341 Telecommunications Planning Fees | 0.00 | 0.00 | 5,000.00 | 5,000.00 | 0 % |
| 3343 REVIEW FEES | 100.00 | 4,396.00 | 7,500.00 | 3,104.00 | 59 % |
| 3344 CODE ENFORCEMENT FEES | 0.00 | 0.00 | 100.00 | 100.00 | 0 % |
| 3345 INSPECTION AND PERMIT FEES | 50.00 | 135.00 | 200.00 | 65.00 | 68 % |
| 3346 CELL TOWER RENTAL FEES | 4,085.73 | 67,029.84 | 80,000.00 | 12,970.16 | 84 % |
| 3348 REFUSE COLLECTION FEES | 13,640.00 | 122,810.00 | 259,000.00 | 136,190.00 | 47 % |
| 3600 GREEN FEES | 31,465.00 | 291,113.67 | 515,000.00 | 223,886.33 | 57 % |
| 3610 MECHANICAL CART RENTALS | 13,984.00 | 147,000.00 | 270,000.00 | 123,000.00 | 54 % |
| 3620 PULL CART RENTALS | 35.00 | 166.00 | 300.00 | 134.00 | 55 % |
| 3650 DRIVING RANGE | 2,465.00 | 26,524.00 | 50,000.00 | 23,476.00 | 53 % |
| 3660 GOLF SHOP CONCESSIONS SALES | 5,071.93 | 55,338.94 | 90,000.00 | 34,661.06 | 61 % |
| 3661 Golf Shop Grill Catering Revenues | 0.00 | 0.00 | 2,000.00 | 2,000.00 | 0 % |
| 3665 Golf Special Orders - Sales | 1,195.00 | 3,336.73 | 5,000.00 | 1,663.27 | 67 % |
| 3675 Golf Clubhouse Rental Fees | 200.00 | 8,235.00 | 12,000.00 | 3,765.00 | 69 % |
| 3831 INVESTMENT EARNINGS | 3,756.48 | 60,713.50 | 75,000.00 | 14,286.50 | 81 % |
| 3833 CONTRIBUTIONS AND DONATIONS | 0.00 | 2,050.00 | 0.00 | -2,050.00 | ** % |
| 3834 CIVIC CENTER RENTAL FEES | 300.00 | 920.00 | 1,000.00 | 80.00 | 92 % |
| 3835 SALES OF FIXED ASSETS | 0.00 | 123.00 | 0.00 | -123.00 | ** % |
| 3836 SALES - PRO SHOP GOLF INVENTORY | 2,827.73 | 28,150.15 | 50,000.00 | 21,849.85 | 56 % |
| 3837 SHELTER RENTALS | 150.00 | 2,400.00 | 3,000.00 | 600.00 | 80 % |
| 3838 Building lease revenue | 0.00 | 4,101.00 | 5,120.00 | 1,019.00 | 80 % |
| 3839 MISCELLANEOUS REVENUES | 154.25 | 754.92 | 500.00 | -254.92 | 151 % |
| 3840 Rental Golf Sets | 100.00 | 1,520.00 | 1,200.00 | -320.00 | 127 % |
| 3841 Ball Field Rentals | 0.00 | 5,847.95 | 11,000.00 | 5,152.05 | 53 % |
| 3910 Insurance Recoveries | 0.00 | 18,365.68 | 17,478.18 | -887.50 | 105 % |
| 3920 Issuance of installment purchase financing | 0.00 | 0.00 | 145,680.00 | 145,680.00 | 0 % |
| 3983 TRANSFER FROM GENERAL CAPITAL RESERVE FUND | 0.00 | 59,979.52 | 80,000.00 | 20,020.48 | 75 % |
| 3991 FUND BALANCE APPROPRIATED | 0.00 | 0.00 | 1,046,368.50 | 1,046,368.50 | 0 % |
| Account Group Total: | 250,980.84 | 3,852,374.95 | 6,266,696.68 | 2,414,321.73 | 61 % |
| Fund Total: | 250,980.84 | 3,852,374.95 | 6,266,696.68 | 2,414,321.73 | 61 % |

10 GENERAL FUND

| Account Object | Expended Current Month | Expended YTD | Encumbered YTD | Committed YTD | Current Appropriation | Available Appropriation |
|---------------------------------------|---------------------------|-------------------|-------------------|-------------------|--------------------------|----------------------------|
| 0 | | | | | | |
| 4100 GOVERNING BODY EXPENDITURES | | | | | | |
| 1019 PROFESSIONAL SERVICES | 5,005.00 | 28,066.15 | 799.50 | 28,865.65 | 78,000.00 | 49,134.35 |
| 2100 DEPARTMENT SUPPLIES | 49.00 | 1,594.53 | 0.00 | 1,594.53 | 1,600.00 | 5.47 |
| 2200 FOOD AND PROVISIONS | 0.00 | 1,099.23 | 0.00 | 1,099.23 | 1,200.00 | 100.77 |
| 2600 OFFICE SUPPLIES | 0.00 | 80.98 | 0.00 | 80.98 | 200.00 | 119.02 |
| 2900 ASSETS NOT CAPITALIZED | 0.00 | 0.00 | 700.00 | 700.00 | 700.00 | 0.00 |
| 3100 TRAVEL | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 | 600.00 |
| 3150 CONFERENCE FEES AND SCHOOLS | 0.00 | 1,570.00 | 0.00 | 1,570.00 | 1,570.00 | 0.00 |
| 3200 COMMUNICATIONS | 0.00 | 240.00 | 0.00 | 240.00 | 240.50 | 0.50 |
| 3700 ADVERTISING | 0.00 | 166.50 | 0.00 | 166.50 | 500.00 | 333.50 |
| 3800 DATA PROCESSING SERVICES | 48.05 | 571.30 | 224.90 | 796.20 | 800.00 | 3.80 |
| 3950 DUES AND SUBSCRIPTIONS | 0.00 | 1,956.00 | 0.00 | 1,956.00 | 2,400.00 | 444.00 |
| 3955 Permit Fees | 0.00 | 800.00 | 0.00 | 800.00 | 800.00 | 0.00 |
| 3970 ELECTIONS | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 5,000.00 |
| 3980 MISCELLANEOUS EXPENSE | 0.00 | 102.98 | 0.00 | 102.98 | 109.00 | 6.02 |
| 4300 EQUIPMENT RENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 | 600.00 |
| 4912 Sheriff off-duty for non-profit | 0.00 | 742.08 | 0.00 | 742.08 | 2,126.50 | 1,384.42 |
| 4990 OTHER CONTRACTED SERVICES | 0.00 | 800.00 | 0.00 | 800.00 | 800.00 | 0.00 |
| 6900 Non-profit Grants | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 6910 LIBRARY GRANT | 0.00 | 111,981.00 | 0.00 | 111,981.00 | 117,500.00 | 5,519.00 |
| 6920 HISTORIC JAMESTOWN GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 10,500.00 | 10,500.00 |
| 6930 YMCA GRANT | 0.00 | 20,254.00 | 0.00 | 20,254.00 | 20,254.00 | 0.00 |
| 6945 JYL Grant | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 5,000.00 |
| 9700 CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Total: | 5,102.05 | 170,024.75 | 1,724.40 | 171,749.15 | 250,500.00 | 78,750.85 |
| 4200 ADMINISTRATION EXPENDITURES | | | | | | |
| 1000 SALARIES AND WAGES | 19,094.00 | 184,785.00 | 0.00 | 184,785.00 | 256,500.00 | 71,715.00 |
| 1003 LONGEVITY PAY | 0.00 | 3,938.00 | 0.00 | 3,938.00 | 4,000.00 | 62.00 |
| 1009 FICA EXPENSE | 1,380.71 | 13,797.23 | 0.00 | 13,797.23 | 20,000.00 | 6,202.77 |
| 1010 RETIREMENT EXPENSE | 1,720.36 | 16,688.51 | 0.00 | 16,688.51 | 23,200.00 | 6,511.49 |
| 1011 HEALTH INSURANCE EXPENSE | 2,088.99 | 18,800.83 | 0.00 | 18,800.83 | 25,200.00 | 6,399.17 |
| 1012 FLEX ADMINISTRATION FEES | 12.00 | 193.56 | 6.44 | 200.00 | 200.00 | 0.00 |
| 1013 RETIREE HEALTH INSURANCE EXPENSE | 777.62 | 5,482.21 | 0.00 | 5,482.21 | 10,800.00 | 5,317.79 |
| 1014 WORKER'S COMPENSATION | 0.00 | 618.30 | 0.00 | 618.30 | 900.00 | 281.70 |
| 1015 Unemployment Compensation | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 |
| 1016 Wellness Program Expenditures | 36.00 | 324.00 | 0.00 | 324.00 | 500.00 | 176.00 |
| 1017 401K EXPENSE | 840.54 | 7,985.13 | 0.00 | 7,985.13 | 11,300.00 | 3,314.87 |
| 1019 PROFESSIONAL SERVICES | 0.00 | 11,100.00 | 0.00 | 11,100.00 | 11,100.00 | 0.00 |
| 2100 DEPARTMENT SUPPLIES | 39.18 | 782.01 | 0.00 | 782.01 | 1,700.00 | 917.99 |
| 2200 FOOD AND PROVISIONS | 0.00 | 399.82 | 0.00 | 399.82 | 750.00 | 350.18 |
| 2600 OFFICE SUPPLIES | 69.47 | 507.29 | 0.00 | 507.29 | 2,500.00 | 1,992.71 |
| 2900 ASSETS NOT CAPITALIZED | 0.00 | 2,925.35 | 0.00 | 2,925.35 | 3,500.00 | 574.65 |
| 3100 TRAVEL | 415.17 | 1,612.42 | 0.00 | 1,612.42 | 4,000.00 | 2,387.58 |
| 3150 CONFERENCE FEES AND SCHOOLS | 0.00 | 3,375.00 | 0.00 | 3,375.00 | 8,000.00 | 4,625.00 |
| 3200 COMMUNICATIONS | 372.33 | 4,643.89 | 1,578.93 | 6,222.82 | 8,760.00 | 2,537.18 |
| 3400 PRINTING | 99.50 | 164.00 | 0.00 | 164.00 | 500.00 | 336.00 |
| 3500 REPAIRS AND MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 | 300.00 |
| 3800 DATA PROCESSING SERVICES | 787.28 | 6,936.40 | 8,041.64 | 14,978.04 | 15,000.00 | 21.96 |
| 3950 DUES AND SUBSCRIPTIONS | 192.00 | 7,347.61 | 0.00 | 7,347.61 | 9,000.00 | 1,652.39 |

10 GENERAL FUND

| Account | Object | Expended Current Month | Expended YTD | Encumbered YTD | Committed YTD | Current Appropriation | Available Appropriation |
|-----------------------|------------------------------------|---------------------------|-------------------|-------------------|-------------------|--------------------------|----------------------------|
| 3960 | BANK AND MERCHANT FEES | 0.00 | 900.96 | 0.00 | 900.96 | 1,000.00 | 99.04 |
| 3980 | MISCELLANEOUS EXPENSE | 0.00 | 357.57 | 0.00 | 357.57 | 500.00 | 142.43 |
| 4300 | EQUIPMENT RENTAL | 193.71 | 1,835.87 | 639.86 | 2,475.73 | 3,000.00 | 524.27 |
| 4400 | SERVICE & MAINTENANCE CONTRACTS | 2,768.11 | 8,510.93 | 258.59 | 8,769.52 | 11,000.00 | 2,230.48 |
| 4500 | INSURANCE AND BONDING | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |
| 4990 | OTHER CONTRACTED SERVICES | 579.61 | 20,240.33 | 489.15 | 20,729.48 | 26,000.00 | 5,270.52 |
| 6820 | First Bank Credit Card Encumbrance | 0.00 | 0.00 | 3,000.00 | 3,000.00 | 3,000.00 | 0.00 |
| 9700 | CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |
| Account Total: | | 31,466.58 | 324,252.22 | 14,014.61 | 338,266.83 | 464,460.00 | 126,193.17 |
| 4900 | PLANNING DEPARTMENT EXPENDITURES | | | | | | |
| 1000 | SALARIES AND WAGES | 6,918.00 | 65,654.50 | 0.00 | 65,654.50 | 90,000.00 | 24,345.50 |
| 1003 | LONGEVITY PAY | 0.00 | 2,248.00 | 0.00 | 2,248.00 | 2,250.00 | 2.00 |
| 1009 | FICA EXPENSE | 475.68 | 4,718.47 | 0.00 | 4,718.47 | 7,000.00 | 2,281.53 |
| 1010 | RETIREMENT EXPENSE | 623.32 | 6,118.08 | 0.00 | 6,118.08 | 8,500.00 | 2,381.92 |
| 1011 | HEALTH INSURANCE EXPENSE | 696.33 | 6,266.97 | 0.00 | 6,266.97 | 8,400.00 | 2,133.03 |
| 1012 | FLEX ADMINISTRATION FEES | 6.00 | 96.78 | 13.22 | 110.00 | 110.00 | 0.00 |
| 1014 | WORKER'S COMPENSATION | 0.00 | 123.66 | 0.00 | 123.66 | 200.00 | 76.34 |
| 1015 | Unemployment Compensation | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 | 200.00 |
| 1016 | Wellness Program Expenditures | 12.00 | 108.00 | 0.00 | 108.00 | 144.00 | 36.00 |
| 1017 | 401K EXPENSE | 311.28 | 2,957.16 | 0.00 | 2,957.16 | 4,100.00 | 1,142.84 |
| 2100 | DEPARTMENT SUPPLIES | 0.00 | 413.28 | 0.00 | 413.28 | 750.00 | 336.72 |
| 2200 | FOOD AND PROVISIONS | 0.00 | 215.43 | 0.00 | 215.43 | 750.00 | 534.57 |
| 2500 | VEHICLE SUPPLIES | 0.00 | 49.00 | 0.00 | 49.00 | 300.00 | 251.00 |
| 2520 | FUELS - GAS & OIL | 0.00 | 235.14 | 0.00 | 235.14 | 500.00 | 264.86 |
| 2600 | OFFICE SUPPLIES | 0.00 | 49.88 | 0.00 | 49.88 | 1,000.00 | 950.12 |
| 2900 | ASSETS NOT CAPITALIZED | 0.00 | 1,499.50 | 0.00 | 1,499.50 | 1,500.00 | 0.50 |
| 3100 | TRAVEL | 0.00 | 735.88 | 0.00 | 735.88 | 2,000.00 | 1,264.12 |
| 3150 | CONFERENCE FEES AND SCHOOLS | 0.00 | 1,695.00 | 0.00 | 1,695.00 | 2,500.00 | 805.00 |
| 3200 | COMMUNICATIONS | 124.78 | 1,466.93 | 509.06 | 1,975.99 | 2,600.00 | 624.01 |
| 3400 | PRINTING | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |
| 3500 | REPAIRS AND MAINTENANCE | 0.00 | 145.00 | 0.00 | 145.00 | 250.00 | 105.00 |
| 3700 | ADVERTISING | 0.00 | 728.25 | 0.00 | 728.25 | 3,000.00 | 2,271.75 |
| 3800 | DATA PROCESSING SERVICES | 280.58 | 2,472.16 | 1,027.84 | 3,500.00 | 3,500.00 | 0.00 |
| 3900 | DRUG TESTING & BACKGROUND CHECKS | 0.00 | 0.00 | 200.00 | 200.00 | 200.00 | 0.00 |
| 3950 | DUES AND SUBSCRIPTIONS | 0.00 | 1,838.00 | 0.00 | 1,838.00 | 2,000.00 | 162.00 |
| 3980 | MISCELLANEOUS EXPENSE | 0.00 | 19.50 | 0.00 | 19.50 | 356.00 | 336.50 |
| 4400 | SERVICE & MAINTENANCE CONTRACTS | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 | 400.00 |
| 4500 | INSURANCE AND BONDING | 0.00 | 239.48 | 0.00 | 239.48 | 300.00 | 60.52 |
| 4990 | OTHER CONTRACTED SERVICES | 17,750.00 | 33,466.26 | 44,992.61 | 78,458.87 | 78,500.00 | 41.13 |
| 4991 | Telecommunications Contracted | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 5,000.00 |
| 4995 | ENGINEERING FEES NOT CAPITALIZED | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| 6820 | First Bank Credit Card Encumbrance | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 | 0.00 |
| 9700 | CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Account Total: | | 27,197.97 | 133,560.31 | 47,742.73 | 181,303.04 | 228,810.00 | 47,506.96 |

10 GENERAL FUND

| Account | Object | Expended Current Month | Expended YTD | Encumbered YTD | Committed YTD | Current Appropriation | Available Appropriation |
|--------------------------------------|-----------------------------------|---------------------------|-------------------|-------------------|-------------------|--------------------------|----------------------------|
| 5000 BUILDING & GROUNDS EXPENDITURES | | | | | | | |
| 2100 | DEPARTMENT SUPPLIES | 750.77 | 4,495.56 | 549.00 | 5,044.56 | 7,000.00 | 1,955.44 |
| 2140 | SEED and SOD | 0.00 | 420.00 | 0.00 | 420.00 | 500.00 | 80.00 |
| 2141 | CHEMICALS | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| 2142 | FERTILIZER AND LIME | 0.00 | 273.25 | 0.00 | 273.25 | 500.00 | 226.75 |
| 2144 | MULCH & PINE NEEDLES | 0.00 | 1,593.60 | 1,416.40 | 3,010.00 | 3,100.00 | 90.00 |
| 2400 | CONSTRUCTION & REPAIR SUPPLIES | 0.00 | 665.71 | 0.00 | 665.71 | 3,500.00 | 2,834.29 |
| 2900 | ASSETS NOT CAPITALIZED | 0.00 | 3,869.87 | 0.00 | 3,869.87 | 13,500.00 | 9,630.13 |
| 3200 | COMMUNICATIONS | 150.07 | 1,312.62 | 609.44 | 1,922.06 | 2,000.00 | 77.94 |
| 3300 | UTILITIES | 2,361.35 | 16,099.49 | 1,811.64 | 17,911.13 | 28,000.00 | 10,088.87 |
| 3350 | Water Utilities | 34.56 | 309.44 | 0.00 | 309.44 | 400.00 | 90.56 |
| 3500 | REPAIRS AND MAINTENANCE | 1,005.00 | 6,095.45 | 0.00 | 6,095.45 | 17,500.00 | 11,404.55 |
| 3940 | LANDFILL FEES/DUMPSTER P/U | 0.00 | 304.70 | 0.00 | 304.70 | 500.00 | 195.30 |
| 3980 | MISCELLANEOUS EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| 4300 | EQUIPMENT RENTAL | 0.00 | 96.01 | 0.00 | 96.01 | 165.00 | 68.99 |
| 4400 | SERVICE & MAINTENANCE CONTRACTS | 400.56 | 22,889.63 | 7,417.50 | 30,307.13 | 32,000.00 | 1,692.87 |
| 4500 | INSURANCE AND BONDING | 0.00 | 19,956.96 | 0.00 | 19,956.96 | 24,400.00 | 4,443.04 |
| 4990 | OTHER CONTRACTED SERVICES | 3,365.00 | 6,439.91 | 40.00 | 6,479.91 | 15,000.00 | 8,520.09 |
| 5700 | CAPITAL OUTLAY - LAND AND | 0.00 | 4,985.00 | 0.00 | 4,985.00 | 43,000.00 | 38,015.00 |
| 5800 | CAPITAL OUTLAY - BUILDINGS & | 0.00 | 17,306.00 | 0.00 | 17,306.00 | 40,000.00 | 22,694.00 |
| 9700 | CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 335.00 | 335.00 |
| | Account Total: | 8,067.31 | 107,113.20 | 11,843.98 | 118,957.18 | 232,400.00 | 113,442.82 |
| 5100 PUBLIC SAFETY EXPENDITURES | | | | | | | |
| 4910 | SHERIFF CONTRACT | 0.00 | 161,039.27 | 0.00 | 161,039.27 | 369,500.00 | 208,460.73 |
| 4911 | Sheriff Off Duty - Town events | 0.00 | 2,447.52 | 0.00 | 2,447.52 | 2,500.00 | 52.48 |
| 4920 | ANIMAL CONTROL CONTRACT | 0.00 | 5,618.00 | 0.00 | 5,618.00 | 11,250.00 | 5,632.00 |
| | Account Total: | 0.00 | 169,104.79 | 0.00 | 169,104.79 | 383,250.00 | 214,145.21 |
| 5300 FIRE EXPENSES | | | | | | | |
| 3956 | Fire Inspection Fees | 0.00 | 5,828.50 | 0.00 | 5,828.50 | 6,000.00 | 171.50 |
| 3980 | MISCELLANEOUS EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 | 200.00 |
| 4900 | PINECROFT SEDGFIELD FIRE CONTRACT | 0.00 | 423,895.38 | 0.00 | 423,895.38 | 565,194.00 | 141,298.62 |
| 5500 | CAPITAL OUTLAY EQUIPMENT | 0.00 | 5,264.91 | 0.00 | 5,264.91 | 12,000.00 | 6,735.09 |
| 9700 | CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |
| | Account Total: | 0.00 | 434,988.79 | 0.00 | 434,988.79 | 584,394.00 | 149,405.21 |
| 5600 STREET MAINTENANCE EXPENDITURES | | | | | | | |
| 2100 | DEPARTMENT SUPPLIES | 36.99 | 543.11 | 0.00 | 543.11 | 6,000.00 | 5,456.89 |
| 2400 | CONSTRUCTION & REPAIR SUPPLIES | 0.00 | 186.73 | 0.00 | 186.73 | 6,000.00 | 5,813.27 |
| 2500 | VEHICLE SUPPLIES | 0.00 | 1,857.60 | 0.00 | 1,857.60 | 5,000.00 | 3,142.40 |
| 2520 | FUELS - GAS & OIL | 0.00 | 2,104.27 | 0.00 | 2,104.27 | 3,000.00 | 895.73 |
| 2900 | ASSETS NOT CAPITALIZED | 0.00 | 13,514.98 | 0.00 | 13,514.98 | 26,000.00 | 12,485.02 |
| 3300 | UTILITIES | 6,623.05 | 59,142.18 | 0.00 | 59,142.18 | 115,000.00 | 55,857.82 |
| 3500 | REPAIRS AND MAINTENANCE | 1,088.98 | 6,099.90 | 0.00 | 6,099.90 | 10,000.00 | 3,900.10 |
| 3700 | ADVERTISING | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 2,000.00 |
| 3940 | LANDFILL FEES/DUMPSTER P/U | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 2,000.00 |
| 3955 | Permit Fees | 0.00 | 860.00 | 0.00 | 860.00 | 1,055.00 | 195.00 |
| 3980 | MISCELLANEOUS EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 | 100.00 |
| 4500 | INSURANCE AND BONDING | 0.00 | 957.93 | 0.00 | 957.93 | 1,200.00 | 242.07 |
| 4980 | STORMWATER FEES | 0.00 | 5,605.00 | 0.00 | 5,605.00 | 5,605.00 | 0.00 |

10 GENERAL FUND

| Account | Object | Expended Current Month | Expended YTD | Encumbered YTD | Committed YTD | Current Appropriation | Available Appropriation |
|---------|----------------------------------|---------------------------|-------------------|-------------------|-------------------|--------------------------|----------------------------|
| 4990 | OTHER CONTRACTED SERVICES | 2,835.00 | 25,011.00 | 16,254.00 | 41,265.00 | 44,174.00 | 2,909.00 |
| 5400 | CAPITAL OUTLAY - MOTOR VEHICLES | 0.00 | 390.00 | 145,680.00 | 146,070.00 | 147,000.00 | 930.00 |
| 5500 | CAPITAL OUTLAY EQUIPMENT | 0.00 | 6,311.00 | 0.00 | 6,311.00 | 6,350.00 | 39.00 |
| 5700 | CAPITAL OUTLAY - LAND AND | 0.00 | 1,920.00 | 8,080.00 | 10,000.00 | 250,900.00 | 240,900.00 |
| | Account Total: | 10,584.02 | 124,503.70 | 170,014.00 | 294,517.70 | 631,384.00 | 336,866.30 |
| 5700 | POWELL BILL | | | | | | |
| 2100 | DEPARTMENT SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 | 3,000.00 |
| 5700 | CAPITAL OUTLAY - LAND AND | 26,878.44 | 56,042.54 | 119,443.04 | 175,485.58 | 194,000.00 | 18,514.42 |
| | Account Total: | 26,878.44 | 56,042.54 | 119,443.04 | 175,485.58 | 197,000.00 | 21,514.42 |
| 5800 | SANITATION EXPENDITURES | | | | | | |
| 1000 | SALARIES AND WAGES | 7,356.78 | 65,811.79 | 0.00 | 65,811.79 | 98,000.00 | 32,188.21 |
| 1003 | LONGEVITY PAY | 0.00 | 1,069.00 | 0.00 | 1,069.00 | 1,100.00 | 31.00 |
| 1009 | FICA EXPENSE | 540.04 | 4,933.90 | 0.00 | 4,933.90 | 7,500.00 | 2,566.10 |
| 1010 | RETIREMENT EXPENSE | 665.09 | 6,046.20 | 0.00 | 6,046.20 | 9,300.00 | 3,253.80 |
| 1011 | HEALTH INSURANCE EXPENSE | 2,088.99 | 18,104.58 | 0.00 | 18,104.58 | 25,200.00 | 7,095.42 |
| 1012 | FLEX ADMINISTRATION FEES | 12.00 | 114.78 | 285.22 | 400.00 | 400.00 | 0.00 |
| 1013 | RETIREE HEALTH INSURANCE EXPENSE | 682.50 | 6,216.74 | 0.00 | 6,216.74 | 10,800.00 | 4,583.26 |
| 1014 | WORKER'S COMPENSATION | 0.00 | 6,678.25 | 0.00 | 6,678.25 | 9,700.00 | 3,021.75 |
| 1015 | Unemployment Compensation | 0.00 | 0.00 | 0.00 | 0.00 | 2,550.00 | 2,550.00 |
| 1016 | Wellness Program Expenditures | 24.00 | 288.00 | 0.00 | 288.00 | 432.00 | 144.00 |
| 1017 | 401K EXPENSE | 329.06 | 3,045.94 | 0.00 | 3,045.94 | 4,300.00 | 1,254.06 |
| 2100 | DEPARTMENT SUPPLIES | 89.85 | 1,510.57 | 6.71 | 1,517.28 | 13,200.00 | 11,682.72 |
| 2200 | FOOD AND PROVISIONS | 0.00 | 31.50 | 0.00 | 31.50 | 100.00 | 68.50 |
| 2500 | VEHICLE SUPPLIES | 180.56 | 2,654.57 | 0.00 | 2,654.57 | 8,500.00 | 5,845.43 |
| 2520 | FUELS - GAS & OIL | 728.23 | 9,249.53 | 8,729.49 | 17,979.02 | 20,000.00 | 2,020.98 |
| 3200 | COMMUNICATIONS | 63.01 | 529.08 | 155.92 | 685.00 | 1,000.00 | 315.00 |
| 3400 | PRINTING | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |
| 3500 | REPAIRS AND MAINTENANCE | 1,963.60 | 3,206.83 | 243.79 | 3,450.62 | 5,000.00 | 1,549.38 |
| 3700 | ADVERTISING | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 | 200.00 |
| 3900 | DRUG TESTING & BACKGROUND CHECKS | 0.00 | 450.00 | 50.00 | 500.00 | 500.00 | 0.00 |
| 3940 | LANDFILL FEES/DUMPSTER P/U | 3,482.16 | 32,795.81 | 27,204.19 | 60,000.00 | 60,000.00 | 0.00 |
| 3945 | Recycle Fees | 8,100.00 | 72,900.00 | 24,300.00 | 97,200.00 | 97,200.00 | 0.00 |
| 3980 | MISCELLANEOUS EXPENSE | 79.00 | 79.00 | 0.00 | 79.00 | 68.00 | -11.00 |
| 4500 | INSURANCE AND BONDING | 0.00 | 1,436.90 | 0.00 | 1,436.90 | 1,800.00 | 363.10 |
| 9700 | CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 1,950.00 | 1,950.00 |
| | Account Total: | 26,384.87 | 237,152.97 | 60,975.32 | 298,128.29 | 379,800.00 | 81,671.71 |
| 6200 | RECREATION EXPENDITURES | | | | | | |
| 1000 | SALARIES AND WAGES | 7,340.80 | 69,735.34 | 0.00 | 69,735.34 | 100,000.00 | 30,264.66 |
| 1003 | LONGEVITY PAY | 0.00 | 1,714.00 | 0.00 | 1,714.00 | 2,100.00 | 386.00 |
| 1009 | FICA EXPENSE | 556.14 | 5,422.19 | 0.00 | 5,422.19 | 8,000.00 | 2,577.81 |
| 1010 | RETIREMENT EXPENSE | 592.47 | 5,774.61 | 0.00 | 5,774.61 | 8,400.00 | 2,625.39 |
| 1011 | HEALTH INSURANCE EXPENSE | 1,392.66 | 12,527.33 | 0.00 | 12,527.33 | 16,800.00 | 4,272.67 |
| 1012 | FLEX ADMINISTRATION FEES | 6.00 | 96.78 | 103.22 | 200.00 | 200.00 | 0.00 |
| 1014 | WORKER'S COMPENSATION | 0.00 | 2,782.37 | 0.00 | 2,782.37 | 4,500.00 | 1,717.63 |
| 1015 | Unemployment Compensation | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 | 400.00 |
| 1016 | Wellness Program Expenditures | 24.00 | 215.89 | 0.00 | 215.89 | 288.00 | 72.11 |
| 1017 | 401K EXPENSE | 294.80 | 2,792.60 | 0.00 | 2,792.60 | 4,000.00 | 1,207.40 |
| 2100 | DEPARTMENT SUPPLIES | 710.00 | 6,841.83 | 5.42 | 6,847.25 | 8,000.00 | 1,152.75 |

10 GENERAL FUND

| Account | Object | Expended Current Month | Expended YTD | Encumbered YTD | Committed YTD | Current Appropriation | Available Appropriation |
|-----------------------|----------------------------------|---------------------------|-------------------|-------------------|-------------------|--------------------------|----------------------------|
| 2140 | SEED and SOD | 0.00 | 280.00 | 0.00 | 280.00 | 1,500.00 | 1,220.00 |
| 2141 | CHEMICALS | 0.00 | 486.48 | 0.00 | 486.48 | 4,000.00 | 3,513.52 |
| 2142 | FERTILIZER AND LIME | 0.00 | 791.50 | 0.00 | 791.50 | 4,000.00 | 3,208.50 |
| 2143 | IRRIGATION SUPPLIES | 0.00 | 79.73 | 0.00 | 79.73 | 800.00 | 720.27 |
| 2144 | MULCH & PINE NEEDLES | 250.00 | 2,068.90 | 2,148.60 | 4,217.50 | 7,000.00 | 2,782.50 |
| 2145 | TOPSOIL (Sand) | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 | 1,500.00 |
| 2200 | FOOD AND PROVISIONS | 0.00 | 25.00 | 0.00 | 25.00 | 50.00 | 25.00 |
| 2400 | CONSTRUCTION & REPAIR SUPPLIES | 584.90 | 2,356.29 | 0.00 | 2,356.29 | 6,100.00 | 3,743.71 |
| 2500 | VEHICLE SUPPLIES | 0.00 | 309.05 | 0.00 | 309.05 | 500.00 | 190.95 |
| 2520 | FUELS - GAS & OIL | 0.00 | 1,195.11 | 0.00 | 1,195.11 | 5,000.00 | 3,804.89 |
| 2550 | EQUIPMENT SUPPLIES | 2,974.38 | 3,754.49 | 0.00 | 3,754.49 | 4,000.00 | 245.51 |
| 2600 | OFFICE SUPPLIES | 0.00 | 66.46 | 0.00 | 66.46 | 300.00 | 233.54 |
| 2900 | ASSETS NOT CAPITALIZED | 559.96 | 4,430.73 | 0.00 | 4,430.73 | 6,000.00 | 1,569.27 |
| 3100 | TRAVEL | 0.00 | 580.45 | 0.00 | 580.45 | 800.00 | 219.55 |
| 3150 | CONFERENCE FEES AND SCHOOLS | 0.00 | 115.00 | 0.00 | 115.00 | 1,000.00 | 885.00 |
| 3200 | COMMUNICATIONS | 50.21 | 941.21 | 471.30 | 1,412.51 | 2,000.00 | 587.49 |
| 3300 | UTILITIES | 1,386.25 | 9,212.13 | 0.00 | 9,212.13 | 14,500.00 | 5,287.87 |
| 3350 | Water Utilities | 17.28 | 193.37 | 0.00 | 193.37 | 650.00 | 456.63 |
| 3400 | PRINTING | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 |
| 3500 | REPAIRS AND MAINTENANCE | 0.00 | 88.60 | 0.00 | 88.60 | 2,500.00 | 2,411.40 |
| 3710 | Sponsorship expenditures | 0.00 | 38.50 | 0.00 | 38.50 | 100.00 | 61.50 |
| 3800 | DATA PROCESSING SERVICES | 21.66 | 256.18 | 100.82 | 357.00 | 360.00 | 3.00 |
| 3900 | DRUG TESTING & BACKGROUND CHECKS | 0.00 | 108.00 | 392.00 | 500.00 | 500.00 | 0.00 |
| 3940 | LANDFILL FEES/DUMPSTER P/U | 0.00 | 258.74 | 475.00 | 733.74 | 750.00 | 16.26 |
| 3950 | DUES AND SUBSCRIPTIONS | 0.00 | 175.00 | 0.00 | 175.00 | 500.00 | 325.00 |
| 3980 | MISCELLANEOUS EXPENSE | 0.00 | 158.00 | 0.00 | 158.00 | 212.00 | 54.00 |
| 3981 | Special Events | 764.00 | 8,988.03 | 2,470.00 | 11,458.03 | 13,000.00 | 1,541.97 |
| 4300 | EQUIPMENT RENTAL | 180.79 | 3,176.90 | 925.43 | 4,102.33 | 4,055.00 | -47.33 |
| 4400 | SERVICE & MAINTENANCE CONTRACTS | 0.00 | 1,746.68 | 630.00 | 2,376.68 | 2,700.00 | 323.32 |
| 4500 | INSURANCE AND BONDING | 0.00 | 1,596.56 | 0.00 | 1,596.56 | 2,000.00 | 403.44 |
| 4990 | OTHER CONTRACTED SERVICES | 1,015.00 | 27,919.23 | 13,783.60 | 41,702.83 | 48,986.18 | 7,283.35 |
| 5700 | CAPITAL OUTLAY - LAND AND | 0.00 | 0.00 | 0.00 | 0.00 | 9,800.00 | 9,800.00 |
| 5800 | CAPITAL OUTLAY - BUILDINGS & | 0.00 | 7,450.00 | 0.00 | 7,450.00 | 7,450.00 | 0.00 |
| 9700 | CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 35.00 | 35.00 |
| Account Total: | | 18,721.30 | 186,749.26 | 21,505.39 | 208,254.65 | 305,586.18 | 97,331.53 |
| 6300 | GOLF COURSE MAINTENANCE | | | | | | |
| 1000 | SALARIES AND WAGES | 21,060.67 | 224,992.04 | 0.00 | 224,992.04 | 318,000.00 | 93,007.96 |
| 1003 | LONGEVITY PAY | 0.00 | 6,354.00 | 0.00 | 6,354.00 | 6,400.00 | 46.00 |
| 1009 | FICA EXPENSE | 1,547.21 | 17,100.09 | 0.00 | 17,100.09 | 24,500.00 | 7,399.91 |
| 1010 | RETIREMENT EXPENSE | 1,833.28 | 19,606.86 | 0.00 | 19,606.86 | 27,500.00 | 7,893.14 |
| 1011 | HEALTH INSURANCE EXPENSE | 3,481.65 | 36,563.85 | 0.00 | 36,563.85 | 50,400.00 | 13,836.15 |
| 1012 | FLEX ADMINISTRATION FEES | 6.00 | 96.78 | 203.22 | 300.00 | 300.00 | 0.00 |
| 1013 | RETIREE HEALTH INSURANCE EXPENSE | 369.58 | 1,885.02 | 0.00 | 1,885.02 | 10,800.00 | 8,914.98 |
| 1014 | WORKER'S COMPENSATION | 0.00 | 3,664.73 | 0.00 | 3,664.73 | 8,000.00 | 4,335.27 |
| 1015 | Unemployment Compensation | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| 1016 | Wellness Program Expenditures | 60.00 | 624.11 | 0.00 | 624.11 | 864.00 | 239.89 |
| 1017 | 401K EXPENSE | 914.56 | 9,495.70 | 0.00 | 9,495.70 | 13,400.00 | 3,904.30 |
| 2100 | DEPARTMENT SUPPLIES | 1,015.39 | 6,188.87 | 0.00 | 6,188.87 | 8,500.00 | 2,311.13 |
| 2140 | SEED and SOD | 0.00 | 961.32 | 0.00 | 961.32 | 3,500.00 | 2,538.68 |
| 2141 | CHEMICALS | 494.00 | 33,906.05 | 0.00 | 33,906.05 | 35,000.00 | 1,093.95 |

10 GENERAL FUND

| Account | Object | Expended Current Month | Expended YTD | Encumbered YTD | Committed YTD | Current Appropriation | Available Appropriation |
|-----------------------|----------------------------------|---------------------------|-------------------|-------------------|-------------------|--------------------------|----------------------------|
| 2142 | FERTILIZER AND LIME | 1,440.56 | 10,037.02 | 0.00 | 10,037.02 | 29,500.00 | 19,462.98 |
| 2143 | IRRIGATION SUPPLIES | 395.48 | 2,796.26 | 0.00 | 2,796.26 | 7,000.00 | 4,203.74 |
| 2145 | TOPSOIL (Sand) | 0.00 | 3,322.49 | 1,000.00 | 4,322.49 | 15,000.00 | 10,677.51 |
| 2155 | TEE AND GREEN SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 | 3,000.00 |
| 2200 | FOOD AND PROVISIONS | 0.00 | 138.37 | 0.00 | 138.37 | 200.00 | 61.63 |
| 2400 | CONSTRUCTION & REPAIR SUPPLIES | 224.53 | 736.30 | 0.00 | 736.30 | 5,000.00 | 4,263.70 |
| 2500 | VEHICLE SUPPLIES | 93.99 | 158.57 | 0.00 | 158.57 | 1,500.00 | 1,341.43 |
| 2520 | FUELS - GAS & OIL | 444.66 | 11,992.88 | 10,106.78 | 22,099.66 | 22,000.00 | -99.66 |
| 2550 | EQUIPMENT SUPPLIES | 2,609.32 | 11,992.12 | 0.00 | 11,992.12 | 15,500.00 | 3,507.88 |
| 2600 | OFFICE SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 | 300.00 |
| 2900 | ASSETS NOT CAPITALIZED | 0.00 | 0.00 | 2,845.00 | 2,845.00 | 4,000.00 | 1,155.00 |
| 3100 | TRAVEL | 0.00 | 616.95 | 0.00 | 616.95 | 1,000.00 | 383.05 |
| 3150 | CONFERENCE FEES AND SCHOOLS | 0.00 | 1,090.00 | 0.00 | 1,090.00 | 1,500.00 | 410.00 |
| 3200 | COMMUNICATIONS | 245.32 | 3,027.53 | 1,456.87 | 4,484.40 | 5,700.00 | 1,215.60 |
| 3300 | UTILITIES | 1,299.43 | 12,676.69 | 989.34 | 13,666.03 | 19,000.00 | 5,333.97 |
| 3350 | Water Utilities | 17.28 | 193.37 | 0.00 | 193.37 | 650.00 | 456.63 |
| 3500 | REPAIRS AND MAINTENANCE | 0.00 | 386.93 | 5,050.00 | 5,436.93 | 6,500.00 | 1,063.07 |
| 3700 | ADVERTISING | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| 3800 | DATA PROCESSING SERVICES | 43.32 | 585.71 | 614.29 | 1,200.00 | 1,200.00 | 0.00 |
| 3900 | DRUG TESTING & BACKGROUND CHECKS | 0.00 | 406.00 | 794.00 | 1,200.00 | 1,200.00 | 0.00 |
| 3940 | LANDFILL FEES/DUMPSTER P/U | 138.29 | 1,597.65 | 777.35 | 2,375.00 | 5,000.00 | 2,625.00 |
| 3950 | DUES AND SUBSCRIPTIONS | 280.00 | 1,085.39 | 0.00 | 1,085.39 | 2,200.00 | 1,114.61 |
| 3980 | MISCELLANEOUS EXPENSE | 0.00 | 129.52 | 0.00 | 129.52 | 500.00 | 370.48 |
| 4300 | EQUIPMENT RENTAL | 4,652.75 | 44,294.21 | 16,569.07 | 60,863.28 | 60,000.00 | -863.28 |
| 4400 | SERVICE & MAINTENANCE CONTRACTS | 0.00 | 0.00 | 950.00 | 950.00 | 4,000.00 | 3,050.00 |
| 4500 | INSURANCE AND BONDING | 0.00 | 9,940.34 | 0.00 | 9,940.34 | 12,000.00 | 2,059.66 |
| 4950 | LAB TESTING | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 | 400.00 |
| 4990 | OTHER CONTRACTED SERVICES | 610.00 | 1,078.70 | 0.00 | 1,078.70 | 5,000.00 | 3,921.30 |
| 5700 | CAPITAL OUTLAY - LAND AND | 0.00 | 0.00 | 25,000.00 | 25,000.00 | 50,000.00 | 25,000.00 |
| 5800 | CAPITAL OUTLAY - BUILDINGS & | 0.00 | 2,200.00 | 0.00 | 2,200.00 | 533,500.00 | 531,300.00 |
| 9700 | CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 3,136.00 | 3,136.00 |
| Account Total: | | 43,277.27 | 481,922.42 | 66,355.92 | 548,278.34 | 1,323,650.00 | 775,371.66 |
| 6301 | GOLF SHOP EXPENDITURES | | | | | | |
| 1000 | SALARIES AND WAGES | 14,653.94 | 148,155.87 | 0.00 | 148,155.87 | 206,000.00 | 57,844.13 |
| 1003 | LONGEVITY PAY | 0.00 | 1,872.00 | 0.00 | 1,872.00 | 1,900.00 | 28.00 |
| 1009 | FICA EXPENSE | 1,128.06 | 11,548.20 | 0.00 | 11,548.20 | 16,000.00 | 4,451.80 |
| 1010 | RETIREMENT EXPENSE | 864.80 | 8,583.72 | 0.00 | 8,583.72 | 12,000.00 | 3,416.28 |
| 1011 | HEALTH INSURANCE EXPENSE | 2,088.99 | 18,800.91 | 0.00 | 18,800.91 | 25,200.00 | 6,399.09 |
| 1012 | FLEX ADMINISTRATION FEES | 0.00 | 0.00 | 55.00 | 55.00 | 55.00 | 0.00 |
| 1013 | RETIREE HEALTH INSURANCE EXPENSE | 1,839.72 | 2,445.84 | 0.00 | 2,445.84 | 10,800.00 | 8,354.16 |
| 1014 | WORKER'S COMPENSATION | 0.00 | 1,236.69 | 0.00 | 1,236.69 | 2,000.00 | 763.31 |
| 1015 | Unemployment Compensation | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| 1016 | Wellness Program Expenditures | 36.00 | 324.00 | 0.00 | 324.00 | 432.00 | 108.00 |
| 1017 | 401K EXPENSE | 431.92 | 4,103.24 | 0.00 | 4,103.24 | 5,700.00 | 1,596.76 |
| 2100 | DEPARTMENT SUPPLIES | 918.87 | 5,327.90 | 971.29 | 6,299.19 | 9,500.00 | 3,200.81 |
| 2101 | Grill Supplies | 32.94 | 1,663.18 | 3,802.89 | 5,466.07 | 7,500.00 | 2,033.93 |
| 2156 | RANGE SUPPLIES | 0.00 | 2,625.00 | 0.00 | 2,625.00 | 5,000.00 | 2,375.00 |
| 2160 | TOURNAMENT SUPPLIES and PRIZES | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 | 100.00 |
| 2200 | FOOD AND PROVISIONS | 0.00 | 52.50 | 0.00 | 52.50 | 350.00 | 297.50 |
| 2400 | CONSTRUCTION & REPAIR SUPPLIES | 28.50 | 513.67 | 0.00 | 513.67 | 1,000.00 | 486.33 |

10 GENERAL FUND

| Account | Object | Expended Current Month | Expended YTD | Encumbered YTD | Committed YTD | Current Appropriation | Available Appropriation |
|---------|----------------------------------|---------------------------|---------------------|-------------------|---------------------|--------------------------|----------------------------|
| 2500 | VEHICLE SUPPLIES | 13.99 | 13.99 | 0.00 | 13.99 | 500.00 | 486.01 |
| 2520 | FUELS - GAS & OIL | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| 2600 | OFFICE SUPPLIES | 0.00 | 226.52 | 0.00 | 226.52 | 1,000.00 | 773.48 |
| 2700 | GOLF INVENTORY FOR RESALE | 3,609.65 | 25,700.20 | 2,665.51 | 28,365.71 | 38,000.00 | 9,634.29 |
| 2705 | Golf Special Orders - Purchases | 1,025.26 | 2,693.35 | 0.00 | 2,693.35 | 6,000.00 | 3,306.65 |
| 2710 | CONCESSION INVENTORY RESALE | 958.50 | 17,987.80 | 12,271.86 | 30,259.66 | 49,000.00 | 18,740.34 |
| 2715 | Food purchased not in inventory | 659.79 | 7,001.78 | 5,916.69 | 12,918.47 | 22,000.00 | 9,081.53 |
| 2900 | ASSETS NOT CAPITALIZED | 0.00 | 987.58 | 0.00 | 987.58 | 2,500.00 | 1,512.42 |
| 3100 | TRAVEL | 115.00 | 115.00 | 0.00 | 115.00 | 500.00 | 385.00 |
| 3150 | CONFERENCE FEES AND SCHOOLS | 0.00 | 440.00 | 0.00 | 440.00 | 1,000.00 | 560.00 |
| 3200 | COMMUNICATIONS | 751.88 | 7,089.72 | 2,822.39 | 9,912.11 | 11,000.00 | 1,087.89 |
| 3300 | UTILITIES | 903.86 | 9,435.14 | 1,278.90 | 10,714.04 | 13,500.00 | 2,785.96 |
| 3350 | Water Utilities | 17.28 | 193.38 | 0.00 | 193.38 | 500.00 | 306.62 |
| 3400 | PRINTING | 0.00 | 49.00 | 0.00 | 49.00 | 500.00 | 451.00 |
| 3500 | REPAIRS AND MAINTENANCE | 0.00 | 689.58 | 0.00 | 689.58 | 4,000.00 | 3,310.42 |
| 3700 | ADVERTISING | 60.40 | 638.60 | 181.40 | 820.00 | 15,000.00 | 14,180.00 |
| 3800 | DATA PROCESSING SERVICES | 559.90 | 4,812.40 | 2,480.60 | 7,293.00 | 7,500.00 | 207.00 |
| 3900 | DRUG TESTING & BACKGROUND CHECKS | 25.00 | 415.00 | 1,585.00 | 2,000.00 | 2,000.00 | 0.00 |
| 3940 | LANDFILL FEES/DUMPSTER P/U | 129.29 | 1,243.63 | 256.37 | 1,500.00 | 3,600.00 | 2,100.00 |
| 3950 | DUES AND SUBSCRIPTIONS | 0.00 | 554.00 | 0.00 | 554.00 | 800.00 | 246.00 |
| 3955 | Permit Fees | 0.00 | 120.00 | 0.00 | 120.00 | 200.00 | 80.00 |
| 3960 | BANK AND MERCHANT FEES | 346.56 | 9,867.72 | 6,632.28 | 16,500.00 | 22,000.00 | 5,500.00 |
| 3980 | MISCELLANEOUS EXPENSE | 0.00 | 186.33 | 0.00 | 186.33 | 250.00 | 63.67 |
| 4300 | EQUIPMENT RENTAL | 5.83 | 1,180.31 | 1,082.33 | 2,262.64 | 2,500.00 | 237.36 |
| 4310 | GOLF CART RENTALS | 5,327.28 | 47,945.52 | 15,981.84 | 63,927.36 | 65,800.00 | 1,872.64 |
| 4311 | SALES AND USE TAX PAID | 317.67 | 10,101.66 | 0.00 | 10,101.66 | 20,000.00 | 9,898.34 |
| 4400 | SERVICE & MAINTENANCE CONTRACTS | 535.68 | 9,902.44 | 2,879.04 | 12,781.48 | 16,000.00 | 3,218.52 |
| 4500 | INSURANCE AND BONDING | 0.00 | 9,930.84 | 0.00 | 9,930.84 | 12,000.00 | 2,069.16 |
| 4990 | OTHER CONTRACTED SERVICES | 333.00 | 1,942.26 | 1,535.00 | 3,477.26 | 4,000.00 | 522.74 |
| 5700 | CAPITAL OUTLAY - LAND AND | 0.00 | 0.00 | 0.00 | 0.00 | 24,000.00 | 24,000.00 |
| 9700 | CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 1,068.00 | 1,068.00 |
| | Account Total: | 37,719.56 | 378,716.47 | 62,398.39 | 441,114.86 | 651,255.00 | 210,140.14 |
| 8000 | Debt Service | | | | | | |
| 7100 | DEBT PRINCIPAL PAYMENTS | 23,286.59 | 119,462.01 | 0.00 | 119,462.01 | 177,000.00 | 57,537.99 |
| 7200 | DEBT INTEREST PAYMENTS | 1,566.03 | 15,075.37 | 0.00 | 15,075.37 | 24,200.00 | 9,124.63 |
| | Account Total: | 24,852.62 | 134,537.38 | 0.00 | 134,537.38 | 201,200.00 | 66,662.62 |
| 9600 | OTHER FINANCING USES | | | | | | |
| 9600 | TRANSFERS TO OTHER FUNDS | 237,689.20 | 334,803.32 | 0.00 | 334,803.32 | 433,007.50 | 98,204.18 |
| | Account Total: | 237,689.20 | 334,803.32 | 0.00 | 334,803.32 | 433,007.50 | 98,204.18 |
| | Account Group Total: | 497,941.19 | 3,273,472.12 | 576,017.78 | 3,849,489.90 | 6,266,696.68 | 2,417,206.78 |
| | Fund Total: | 497,941.19 | 3,273,472.12 | 576,017.78 | 3,849,489.90 | 6,266,696.68 | 2,417,206.78 |

04/14/20
15:05:39

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 20

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 | 9.56 | 101.95 | 150.00 | 48.05 | 68 % |
| 3981 TRANSFER FROM GENERAL FUND | 1,681.70 | 98,795.82 | 97,000.00 | -1,795.82 | 102 % |
| Account Group Total: | 1,691.26 | 98,897.77 | 97,150.00 | -1,747.77 | 102 % |
| Fund Total: | 1,691.26 | 98,897.77 | 97,150.00 | -1,747.77 | 102 % |

04/14/20
15:03:29

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 3 / 20

Page: 8 of 12
Report ID: B100B

11 General 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 | 59,979.52 | 0.00 | 59,979.52 | 80,000.00 | 20,020.48 |
| 9801 | Res for Future Exp-Jamestown Park | 0.00 | 0.00 | 0.00 | 0.00 | 17,150.00 | 17,150.00 |
| | Account Total: | 0.00 | 59,979.52 | 0.00 | 59,979.52 | 97,150.00 | 37,170.48 |
| | Account Group Total: | 0.00 | 59,979.52 | 0.00 | 59,979.52 | 97,150.00 | 37,170.48 |
| | Fund Total: | 0.00 | 59,979.52 | 0.00 | 59,979.52 | 97,150.00 | 37,170.48 |

04/14/20
15:05:39

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 20

Page: 3 of 5
Report ID: B110

30 WATER AND SEWER

| Account | Received Current Month | Received YTD | Estimated Revenue | Revenue To Be Received | % Received |
|---|---------------------------|---------------------|---------------------|---------------------------|---------------|
| 3000 | | | | | |
| 3345 INSPECTION AND PERMIT FEES | 2,286.87 | 3,063.93 | 3,000.00 | -63.93 | 102 % |
| 3710 UTILITY CHARGE - WATER | 64,830.84 | 684,106.35 | 905,000.00 | 220,893.65 | 76 % |
| 3720 UTILITY CHARGE - SEWER | 105,257.29 | 1,856,890.87 | 2,900,000.00 | 1,043,109.13 | 64 % |
| 3741 Meter Fee | 300.00 | 600.00 | 500.00 | -100.00 | 120 % |
| 3742 System Development Fees to be transferred | 3,000.00 | 6,000.00 | 0.00 | -6,000.00 | ** % |
| 3743 System Admin / Installation fee | 100.00 | 200.00 | 100.00 | -100.00 | 200 % |
| 3745 Connection Fees - Water and Sewer | 900.00 | 6,950.00 | 10,000.00 | 3,050.00 | 70 % |
| 3750 NONPAYMENT / RECONNECTION FEES | 950.00 | 11,690.00 | 10,000.00 | -1,690.00 | 117 % |
| 3755 Return Check Fees | 25.00 | 425.00 | 500.00 | 75.00 | 85 % |
| 3760 LATE FEES | 1,790.00 | 17,970.00 | 22,000.00 | 4,030.00 | 82 % |
| 3765 CREDIT CARD ADMINISTRATION FEES | 37.05 | 587.85 | 700.00 | 112.15 | 84 % |
| 3831 INVESTMENT EARNINGS | 5,925.29 | 93,167.37 | 125,000.00 | 31,832.63 | 75 % |
| 3839 MISCELLANEOUS REVENUES | -100.00 | 55.20 | 500.00 | 444.80 | 11 % |
| 3987 TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND | 0.00 | 61,118.66 | 123,000.00 | 61,881.34 | 50 % |
| 3992 NET POSITION APPROPRIATED | 0.00 | 0.00 | 408,305.00 | 408,305.00 | 0 % |
| Account Group Total: | 185,302.34 | 2,742,825.23 | 4,508,605.00 | 1,765,779.77 | 61 % |
| Fund Total: | 185,302.34 | 2,742,825.23 | 4,508,605.00 | 1,765,779.77 | 61 % |

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 | 41,632.47 | 421,083.55 | 0.00 | 421,083.55 | 580,000.00 | 158,916.45 |
| 1003 | LONGEVITY PAY | 0.00 | 13,628.00 | 0.00 | 13,628.00 | 13,500.00 | -128.00 |
| 1009 | FICA EXPENSE | 3,175.24 | 33,231.08 | 0.00 | 33,231.08 | 46,000.00 | 12,768.92 |
| 1010 | RETIREMENT EXPENSE | 3,635.98 | 38,168.97 | 0.00 | 38,168.97 | 53,000.00 | 14,831.03 |
| 1011 | HEALTH INSURANCE EXPENSE | 6,963.30 | 61,625.21 | 0.00 | 61,625.21 | 84,000.00 | 22,374.79 |
| 1012 | FLEX ADMINISTRATION FEES | 18.00 | 290.33 | 509.67 | 800.00 | 800.00 | 0.00 |
| 1013 | RETIREE HEALTH INSURANCE EXPENSE | 0.05 | 2,775.09 | 0.00 | 2,775.09 | 16,200.00 | 13,424.91 |
| 1014 | WORKER'S COMPENSATION | 0.00 | 9,789.00 | 0.00 | 9,789.00 | 15,000.00 | 5,211.00 |
| 1015 | Unemployment Compensation | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |
| 1016 | Wellness Program Expenditures | 120.00 | 1,068.00 | 0.00 | 1,068.00 | 1,440.00 | 372.00 |
| 1017 | 401K EXPENSE | 1,781.46 | 17,826.99 | 0.00 | 17,826.99 | 26,000.00 | 8,173.01 |
| 1019 | PROFESSIONAL SERVICES | 0.00 | 11,100.00 | 0.00 | 11,100.00 | 11,100.00 | 0.00 |
| 2100 | DEPARTMENT SUPPLIES | 3,998.54 | 22,620.88 | 965.88 | 23,586.76 | 30,000.00 | 6,413.24 |
| 2105 | WATER METERS | 0.00 | 0.00 | 0.00 | 0.00 | 31,100.00 | 31,100.00 |
| 2200 | FOOD AND PROVISIONS | 44.95 | 392.17 | 0.00 | 392.17 | 1,000.00 | 607.83 |
| 2400 | CONSTRUCTION & REPAIR SUPPLIES | 1,260.78 | 2,496.72 | 56.99 | 2,553.71 | 15,000.00 | 12,446.29 |
| 2500 | VEHICLE SUPPLIES | 605.22 | 5,506.54 | 0.00 | 5,506.54 | 7,500.00 | 1,993.46 |
| 2520 | FUELS - GAS & OIL | 765.05 | 10,768.51 | 9,239.72 | 20,008.23 | 22,000.00 | 1,991.77 |
| 2550 | EQUIPMENT SUPPLIES | 311.07 | 2,792.21 | 0.00 | 2,792.21 | 5,000.00 | 2,207.79 |
| 2600 | OFFICE SUPPLIES | 76.65 | 531.55 | 0.00 | 531.55 | 2,000.00 | 1,468.45 |
| 2750 | PURCHASE OF WATER | 18,866.57 | 164,607.45 | 171,297.78 | 335,905.23 | 350,000.00 | 14,094.77 |
| 2755 | Water Transmission Fees | 1,956.64 | 15,962.76 | 0.00 | 15,962.76 | 26,000.00 | 10,037.24 |
| 2900 | ASSETS NOT CAPITALIZED | 0.00 | 12,824.43 | 4,184.00 | 17,008.43 | 18,600.00 | 1,591.57 |
| 3100 | TRAVEL | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 | 3,000.00 |
| 3150 | CONFERENCE FEES AND SCHOOLS | 200.00 | 3,120.00 | 0.00 | 3,120.00 | 5,000.00 | 1,880.00 |
| 3200 | COMMUNICATIONS | 2,079.93 | 20,655.93 | 10,014.06 | 30,669.99 | 32,300.00 | 1,630.01 |
| 3300 | UTILITIES | 922.58 | 9,438.43 | 33.87 | 9,472.30 | 15,000.00 | 5,527.70 |
| 3350 | Water Utilities | 12.96 | 74.96 | 0.00 | 74.96 | 500.00 | 425.04 |
| 3400 | PRINTING | 461.56 | 3,227.15 | 1,736.85 | 4,964.00 | 7,000.00 | 2,036.00 |
| 3500 | REPAIRS AND MAINTENANCE | 574.89 | 5,320.22 | 238.71 | 5,558.93 | 30,000.00 | 24,441.07 |
| 3700 | ADVERTISING | 62.90 | 391.30 | 0.00 | 391.30 | 1,000.00 | 608.70 |
| 3800 | DATA PROCESSING SERVICES | 1,328.34 | 12,446.95 | 5,553.05 | 18,000.00 | 18,000.00 | 0.00 |
| 3900 | DRUG TESTING & BACKGROUND CHECKS | 0.00 | 123.00 | 1,877.00 | 2,000.00 | 2,000.00 | 0.00 |
| 3940 | LANDFILL FEES/DUMPSTER P/U | 0.00 | 2,693.18 | 243.02 | 2,936.20 | 3,000.00 | 63.80 |
| 3950 | DUES AND SUBSCRIPTIONS | 149.50 | 1,592.01 | 0.00 | 1,592.01 | 2,500.00 | 907.99 |
| 3955 | Permit Fees | 327.50 | 3,235.00 | 0.00 | 3,235.00 | 4,000.00 | 765.00 |
| 3960 | BANK AND MERCHANT FEES | 819.85 | 9,246.47 | 1,283.29 | 10,529.76 | 11,000.00 | 470.24 |
| 3980 | MISCELLANEOUS EXPENSE | 246.94 | 951.83 | 0.00 | 951.83 | 1,500.00 | 548.17 |
| 4300 | EQUIPMENT RENTAL | 193.71 | 1,835.86 | 639.85 | 2,475.71 | 3,500.00 | 1,024.29 |
| 4400 | SERVICE & MAINTENANCE CONTRACTS | 6,638.68 | 38,495.33 | 8,583.62 | 47,078.95 | 50,000.00 | 2,921.05 |
| 4500 | INSURANCE AND BONDING | 0.00 | 38,463.02 | 0.00 | 38,463.02 | 45,000.00 | 6,536.98 |
| 4950 | LAB TESTING | 499.00 | 2,337.00 | 6,663.00 | 9,000.00 | 9,000.00 | 0.00 |
| 4960 | SEWER TREATMENT | 64,713.79 | 400,145.64 | 0.00 | 400,145.64 | 900,000.00 | 499,854.36 |
| 4990 | OTHER CONTRACTED SERVICES | 4,573.27 | 23,575.65 | 41,528.07 | 65,103.72 | 150,000.00 | 84,896.28 |
| 4995 | ENGINEERING FEES NOT CAPITALIZED | 0.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 10,000.00 |
| 5400 | CAPITAL OUTLAY - MOTOR VEHICLES | 0.00 | 37,590.26 | 0.00 | 37,590.26 | 78,000.00 | 40,409.74 |
| 5500 | CAPITAL OUTLAY EQUIPMENT | 404.00 | 101,473.10 | 186,569.00 | 288,042.10 | 350,000.00 | 61,957.90 |
| 5900 | CAPITAL OUTLAY - WATER IMPROVEMENTS | 0.00 | 0.00 | 5,000.00 | 5,000.00 | 500,000.00 | 495,000.00 |
| 5910 | CAPITAL OUTLAY - SEWER IMPROVEMENTS | 0.00 | 16,144.00 | 0.00 | 16,144.00 | 241,200.00 | 225,056.00 |

04/14/20
15:03:29

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 3 / 20

Page: 10 of 12
Report ID: B100B

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 | 44,175.60 | 0.00 | 44,175.60 | 45,000.00 | 824.40 |
| 6801 DEBT PAYMENTS TO PIEDMONT TRIAD | 0.00 | 122,237.29 | 0.00 | 122,237.29 | 123,000.00 | 762.71 |
| 6810 Payments for Odor Control Project | 0.00 | 0.00 | 0.00 | 0.00 | 22,000.00 | 22,000.00 |
| 6820 First Bank Credit Card Encumbrance | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 1,000.00 | 0.00 |
| 7100 DEBT PRINCIPAL PAYMENTS | 0.00 | 37,502.49 | 0.00 | 37,502.49 | 50,005.00 | 12,502.51 |
| 7200 DEBT INTEREST PAYMENTS | 0.00 | 7,487.37 | 0.00 | 7,487.37 | 10,000.00 | 2,512.63 |
| 9600 TRANSFERS TO OTHER FUNDS | 0.00 | 421,031.00 | 0.00 | 421,031.00 | 427,000.00 | 5,969.00 |
| 9700 CONTINGENCY | 0.00 | 0.00 | 0.00 | 0.00 | 1,860.00 | 1,860.00 |
| Account Total: | 169,421.37 | 2,214,099.48 | 457,217.43 | 2,671,316.91 | 4,508,605.00 | 1,837,288.09 |
| Account Group Total: | 169,421.37 | 2,214,099.48 | 457,217.43 | 2,671,316.91 | 4,508,605.00 | 1,837,288.09 |
| Fund Total: | 169,421.37 | 2,214,099.48 | 457,217.43 | 2,671,316.91 | 4,508,605.00 | 1,837,288.09 |

04/14/20
15:05:39

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 20

Page: 4 of 5
Report ID: B110

60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

| Account | Received | | Estimated Revenue | Revenue % | |
|-------------------------------------|---------------|------------------|-------------------|------------------|-------------|
| | Current Month | Received YTD | | To Be Received | Received |
| 3000 | | | | | |
| 3831 INVESTMENT EARNINGS | 827.34 | 10,497.27 | 14,000.00 | 3,502.73 | 75 % |
| 3986 TRANSFER FROM ENTERPRISE FUNDS | 0.00 | 27,000.00 | 27,000.00 | 0.00 | 100 % |
| 3992 NET POSITION APPROPRIATED | 0.00 | 0.00 | 82,000.00 | 82,000.00 | 0 % |
| Account Group Total: | 827.34 | 37,497.27 | 123,000.00 | 85,502.73 | 30 % |
| Fund Total: | 827.34 | 37,497.27 | 123,000.00 | 85,502.73 | 30 % |

04/14/20
15:03:29

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 3 / 20

Page: 11 of 12
Report ID: B100B

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 | 61,118.66 | 0.00 | 61,118.66 | 123,000.00 | 61,881.34 |
| | Account Total: | 0.00 | 61,118.66 | 0.00 | 61,118.66 | 123,000.00 | 61,881.34 |
| | Account Group Total: | 0.00 | 61,118.66 | 0.00 | 61,118.66 | 123,000.00 | 61,881.34 |
| | Fund Total: | 0.00 | 61,118.66 | 0.00 | 61,118.66 | 123,000.00 | 61,881.34 |

04/14/20
15:05:39

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 20

Page: 5 of 5
Report ID: B110

61 WATER AND SEWER CAPITAL RESERVE FUND

| Account | Received | | Estimated Revenue | Revenue | |
|-------------------------------------|-------------------|---------------------|----------------------|---------------------|-------------|
| | Current Month | Received YTD | | To Be Received | % Received |
| 3000 | | | | | |
| 3831 INVESTMENT EARNINGS | 114.98 | 1,123.07 | 1,500.00 | 376.93 | 75 % |
| 3986 TRANSFER FROM ENTERPRISE FUNDS | 0.00 | 394,031.00 | 400,000.00 | 5,969.00 | 99 % |
| Account Group Total: | 114.98 | 395,154.07 | 401,500.00 | 6,345.93 | 98 % |
| Fund Total: | 114.98 | 395,154.07 | 401,500.00 | 6,345.93 | 98 % |
| Grand Total: | 438,916.76 | 7,126,749.29 | 11,396,951.68 | 4,270,202.39 | 63 % |

04/14/20
15:03:29

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 3 / 20

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 | | | | | | |
| | 9800 RESERVE FOR FUTURE EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 401,500.00 | 401,500.00 |
| | Account Total: | 0.00 | 0.00 | 0.00 | 0.00 | 401,500.00 | 401,500.00 |
| | Account Group Total: | 0.00 | 0.00 | 0.00 | 0.00 | 401,500.00 | 401,500.00 |
| | Fund Total: | 0.00 | 0.00 | 0.00 | 0.00 | 401,500.00 | 401,500.00 |
| | Grand Total: | 667,362.56 | 5,608,669.78 | 1,033,235.21 | 6,641,904.99 | 11,396,951.68 | 4,755,046.69 |

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

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: Abstract of Golf Report for March 2020

AGENDA ITEM #: II-H

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gailman

SUMMARY:

Attached is a report of golf operations for the month of March 2020. For the month of March 2020 in comparison to March 2019, revenues were down approximately 9.6%. There were 5 bad weather days and 4 days shut down for COVID in March 2020 and 9 bad weather days in March 2019.

Expenditures were up in March 2020 by approximately 7% in comparison to March 2019 expenditures.

The resulting net operating loss for the golf course for the month of March 2020 before capital outlay amounts to -\$23,654, while the net operating loss in March 2019 before capital outlay was -\$11,934. Grill operations net loss was -\$392 in March 2020 as opposed to \$215 net income in March 2019.

Golf rounds for March 2020 were 646 while golf rounds for March 2019 were 1979, a decrease of approximately 200%.

ATTACHMENTS: Golf Report for March 2020

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Golf Course Revenues
Revenues
FYE 6/30/20

| | <u>March 2020</u> | <u>March 2019</u> | <u>VARIANCE positive / (negative)</u> | <u>% Variance</u> | <u>YTD FYE 6/30/20</u> | <u>YTD FYE 6/30/19</u> | <u>VARIANCE positive / (negative)</u> | <u>% Variance</u> |
|-------------------------------|-----------------------|-----------------------|---|-----------------------|----------------------------|----------------------------|---|-----------------------|
| Greens | 31,465 | 34,222 | (2,757) | -8.06% | 291,114 | 275,853 | 15,261 | 5.53% |
| Cart Rentals | 13,984 | 16,192 | (2,208) | -13.64% | 147,000 | 136,458 | 10,542 | 7.73% |
| Pull Carts | 35 | 61 | (26) | -42.62% | 166 | 207 | (41) | -19.81% |
| Driving Range | 2,465 | 3,516 | (1,051) | -29.89% | 26,524 | 27,125 | (601) | -2.22% |
| Sales - Golf Shop Inventory | 4,023 | 3,030 | 993 | 32.77% | 31,487 | 30,516 | 971 | 3.18% |
| Sales - Golf Shop Concessions | 5,072 | 5,939 | (867) | -14.60% | 55,339 | 54,141 | 1,198 | 2.21% |
| Golf Clubhouse Rental Fees | 300 | 505 | (205) | -40.59% | 9,755 | 8,315 | 1,440 | 17.32% |
| Ins Recoveries | <u>-</u> | <u>-</u> | | | <u>-</u> | <u>2,794</u> | <u>(2,794)</u> | |
| | <u><u>57,344</u></u> | <u><u>63,465</u></u> | <u>(6,121)</u> | <u>-9.64%</u> | <u><u>561,385</u></u> | <u><u>535,409</u></u> | <u>25,976</u> | <u>4.85%</u> |

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

| | March 2020 | March 2019 | VARIANCE | | YTD FYE 6/30/20 | YTD FYE 6/30/19 | VARIANCE | |
|--|----------------------|----------------------|--------------------------|---------------|-----------------------|-----------------------|--------------------------|---------------|
| | | | (positive) / negative | % Variance | | | (positive) / negative | % Variance |
| <i>Salaries & Employee Benefits</i> | 29,274 | 29,479 | (205) | -0.70% | 320,384 | 292,513 | 27,871 | 9.53% |
| <i>Supplies & Materials</i> | 6,718 | 4,035 | 2,683 | 66.49% | 82,229 | 73,642 | 8,587 | 11.66% |
| <i>Contractual Services</i> | 5,263 | 7,523 | (2,260) | -30.04% | 55,313 | 58,994 | (3,681) | -6.24% |
| <i>Other Operating Expenditures (utilities, communications, etc)</i> | <u>2,022</u> | <u>3,613</u> | (1,591) | -44.04% | <u>21,797</u> | <u>29,929</u> | (8,132) | -27.17% |
| <i>Total Exp before Capital Outlay</i> | <u>43,277</u> | <u>44,650</u> | (1,373) | -3.08% | <u>479,723</u> | <u>455,078</u> | 24,645 | 5.42% |
| <i>Capital Outlay</i> | <u>-</u> | <u>-</u> | <u>-</u> | | <u>2,200</u> | <u>5,516</u> | <u>(3,316)</u> | -100.00% |
| | <u><u>43,277</u></u> | <u><u>44,650</u></u> | <u><u>(1,373)</u></u> | -3.08% | <u><u>481,923</u></u> | <u><u>460,594</u></u> | 21,329 | 4.63% |

**Golf Shop Expenditures
FYE 6/30/19**

| | <u>March 2020</u> | <u>March 2019</u> | <u>VARIANCE (positive) / negative</u> | <u>% Variance</u> | <u>YTD FYE 6/30/20</u> | <u>YTD FYE 6/30/19</u> | <u>VARIANCE (positive) / negative</u> | <u>% Variance</u> |
|--|-----------------------|-----------------------|---|-----------------------|----------------------------|----------------------------|---|-----------------------|
| <i>Salaries & Employee Benefits</i> | 21,044 | 16,585 | 4,459 | 26.89% | 197,070 | 172,065 | 25,005 | 14.53% |
| <i>Supplies & Materials</i> | 7,248 | 4,842 | 2,406 | 49.69% | 64,793 | 50,371 | 14,422 | 28.63% |
| <i>Contractual Services</i> | 6,520 | 6,345 | 175 | 2.76% | 81,003 | 74,272 | 6,731 | 9.06% |
| <i>Other Operating Expenditures (utilities, communications, etc)</i> | <u>2,909</u> | <u>2,977</u> | (68) | -2.28% | <u>35,850</u> | <u>40,323</u> | (4,473) | -11.09% |
| <i>Total Exp before Capital Outlay</i> | <u>37,721</u> | <u>30,749</u> | 6,972 | 22.67% | <u>378,716</u> | <u>337,031</u> | 41,685 | 12.37% |
| <i>Capital Outlay</i> | <u>-</u> | <u>-</u> | <u>-</u> | | <u>-</u> | <u>-</u> | <u>-</u> | |
| | <u><u>37,721</u></u> | <u><u>30,749</u></u> | 6,972 | 22.67% | <u><u>378,716</u></u> | <u><u>337,031</u></u> | 41,685 | 12.37% |

**Grill Operations
FYE 6/30/20**

| | <u>March 2020</u> | <u>YTD FYE 6/30/20</u> | <u>March 2019</u> | <u>YTD FYE 6/30/19</u> |
|---------------------------|-----------------------|----------------------------|-----------------------|----------------------------|
| Golf Shop Grill Revenues | 5,072 | 55,339 | 5,939 | 54,141 |
| Golf Shop Rental Revenue | 200 | 8,235 | 450 | 7,420 |
| | <u>5,272</u> | <u>63,574</u> | <u>6,389</u> | <u>61,561</u> |
| Expenditures: | | | | |
| Wages | 2,728 | 27,593 | 2,635 | 26,406 |
| FICA | 208 | 2,112 | 201 | 2,021 |
| Benefits | 1,077 | 10,027 | 903 | 8,298 |
| Grill supplies | 33 | 1,346 | 243 | 1,397 |
| Food & beverage purchases | 1,618 | 21,723 | 2,192 | 22,467 |
| | <u>5,664</u> | <u>62,801</u> | <u>6,174</u> | <u>60,589</u> |
| | <u>(392)</u> | <u>773</u> | <u>215</u> | <u>972</u> |

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

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 #15

AGENDA ITEM #: II-1

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

We pay fire inspection fees to Guilford County. This year there have been more inspections than in previous fiscal year. The previous year is what we based the budget on. Thus we need to increase that line item to pay for whatever inspections are in the final quarter of this fiscal year (April - June).

We contract with Guilford County for sheriff protection, which gives us a deputy all the time in Jamestown. Based on prior year actual versus budget and current year totals thus far, I believe that we need to increase the budget for the final quarter of fy 2020. This is mainly due to personnel costs, overtime, and gas. Our fy 2020 budget also includes a new vehicle. I am hoping we will not have to expend all of our fy 2020 budget, but we need to be prepared for it.

ATTACHMENTS: Budget Amendment #15

RECOMMENDATION/ACTION NEEDED: Approve Budget Amendment #15

BUDGETARY IMPACT: \$22,000

SUGGESTED MOTION: Approve Budget Amendment #15

FOLLOW UP ACTION NEEDED:

**FYE 6/30/20
BUDGET AMENDMENT #15**

Fund 10:

| | | <u>Debit</u> | <u>Credit</u> |
|----|---------------------------|--------------|---------------|
| a. | Fire Inspection Fees | 2,000.00 | |
| | Sheriff Contract | 20,000.00 | |
| | Fund Balance Appropriated | | 22,000.00 |

Increase in budgets estimated to be needed for last quarter of FY 19/20

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

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 #16

AGENDA ITEM #: II-J

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

This budget amendment is attempting to adjust revenue budgets to the appropriate level that we think might be achieved in the remainder of this fiscal year. It also adds \$10,000 of contingency to several General Fund departments, given the uncertainty due to COVID as to what might be necessary to expend. In addition, this will remove the capital outlay budget of \$500,000 for the construction of the Recreational Maintenance facility, which we have determined will not be begun in the current fiscal year. The budget amendment includes \$81,600 reduction in golf course revenues, which basically reduces estimated revenues by anticipated revenues for the month of April (based on prior year's amounts). Ross believes that, if we do reopen the course before the end of the fiscal year, revenue made would make up for any other shutdown amounts. As we do not know at this time what will happen, this is a conservative approach. This also reduces ball field rental amounts (due to closure of parks) and building lease revenue (prior JYL office which was damaged and could not be occupied). The reduction in garbage fee revenues is due to an amount budgeted that was based on incorrect numbers. This budget amendment will correct that. The resulting amount of difference between reduction of expenditures and reduction of revenues (\$312,600) will reduce Fund Balance Appropriated from \$1,046,368 to \$733,768, which is a positive thing.

ATTACHMENTS: Budget Amendment #16

RECOMMENDATION/ACTION NEEDED: Approve Budget Amendment #16

BUDGETARY IMPACT: reductions: \$211,600 revenues, \$500,000 capital outlay; add \$10,000 contingency; reduce fund balance approp.

SUGGESTED MOTION: Approve Budget Amendment #16

FOLLOW UP ACTION NEEDED:

**FYE 6/30/20
BUDGET AMENDMENT #16**

Fund 10:

| | | <u>Debit</u> | <u>Credit</u> |
|----|---------------------------------|--------------|---------------|
| a. | Green Fees | 10-3600 | 43,000.00 |
| | Cart Rentals | 10-3610 | 22,000.00 |
| | Driving Range | 10-3650 | 4,200.00 |
| | Golf Shop Concession Sales | 10-3660 | 8,000.00 |
| | Golf Clubhouse Rental Fees | 10-3675 | 400.00 |
| | Sales - Pro Shop Golf Inventory | 10-3836 | 4,000.00 |
| | Ball Field Rentals | 10-3841 | 3,800.00 |
| | Refuse collection fees | 10-3348 | 91,000.00 |
| | Building Lease Revenue | 10-3838 | 1,000.00 |
| | Contingency | 10-4100-9700 | 2,000.00 |
| | Contingency | 10-4200-9700 | 1,000.00 |
| | Contingency | 10-4900-9700 | 1,000.00 |
| | Contingency | 10-5000-9700 | 3,000.00 |
| | Contingency | 10-5800-9700 | 2,000.00 |
| | Contingency | 10-6200-9700 | 1,000.00 |
| | Appropriated Fund Balance | 10-3991 | 312,600.00 |
| | Capital outlay - Building | 10-6300-5800 | 500,000.00 |

To adjust revenues to estimated actuals due to COVID shutdown, to appropriate some contingency funds & take out budget for Rec maint bldg in the 19-20 fy.

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Sidewalk Updates

AGENDA ITEM #: II-K

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: n/a

DEPARTMENT: Public Services

CONTACT PERSON: Paul Blanchard

SUMMARY:

East Main Street/Lydia Sidewalk:

The contractor is installing curb and gutter on East Main Street. The milling for the curb has been completed and most of the asphalt subgrade has been placed. The contractor continues to install storm drainage improvements. The rain has continued to impact work progress. Runoff along the roadway is being monitored by the contractor and the construction administration firm. We have made revisions to resolve issues with gas line conflicts. We are resolving the storm drainage improvements in the NC Railroad corridor. Duke Energy has completed most of the lighting replacement in the area.

Progress meetings will be held by Zoom due to the Covid-19 virus.

East Fork Pedestrian Bridge:

North State Environmental placed the bridge on its foundation on February 7. The lift went extremely well. Some Council members, staff members, and press were able to attend at a distance with social distancing. The end walls are completed, most of the retaining walls are placed, and some curb and gutter is installed on the west side of the project. The contractor is placing reinforcing steel for the bridge deck, which should be poured by the Council meeting.

The significant items left to complete include the guardrails, handrails, curb and gutter, storm drainage on the golf course side, and sidewalk on the bridge approaches.

Upcoming progress meetings will be held by Zoom due to the Covid-19 virus, and will be reduced to monthly meetings.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: n/a

BUDGETARY IMPACT: n/a

SUGGESTED MOTION: n/a

FOLLOW UP ACTION NEEDED: none

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Mutual Aid agreement for ORC

AGENDA ITEM #: II-L

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 0 min.

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Asst. Town Mgr.

SUMMARY:

The Town of Jamestown has always maintained a great working relationship with its neighboring cities. In times of need, it is not uncommon for Jamestown to offer assistance to others. We have also benefited from such assistance when we are in times of need as well.

In light of the COVID-19 issues, the City Manager of Archdale has suggested that the Town of Jamestown, City of Archdale and the City of Trinity enter into a mutual aid agreement to satisfy General Statute requirements that the water and sewer systems must have at least one ORC (Operator in Responsible Charge) and a backup. The ORC's duties require them to be responsible for the total operation and maintenance of the water and sewer facilities.

The document will essentially allow personnel from either municipality to serve as a temporary ORC for others in the event that we are without one due to illness. Beth Koonce, attorney for both Jamestown and Archdale, is crafting the document and believes that it would only need to be implemented in times of an official "State of Emergency".

ATTACHMENTS: ORC Mutual Aid Agreement

RECOMMENDATION/ACTION NEEDED: Staff suggests Town Council approve this as part of the Consent Agenda.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to approve Consent Agenda.

FOLLOW UP ACTION NEEDED:

**MEMORANDUM OF UNDERSTANDING
ALLOWING
COOPERATION OF MUNICIPALITIES
DURING A STATE OF EMERGENCY**

This MEMORANDUM OF UNDERSTANDING (hereinafter “the Memorandum”) is made effective this the _____ day of _____, 2020, by and between the City of Archdale, the City of Trinity and the Town of Jamestown, all municipal corporations organized and existing under the laws of the State of North Carolina.

W I T N E S S E T H

That a State of Emergency was declared by the Honorable Roy Cooper, Governor of the State of North Carolina, on March 10, 2020, in response to the presence of and potential spread of the Coronavirus Disease 2019 (COVID-19) throughout the State; and

That on March 13, 2020, the President of the United States declared that the COVID-19 pandemic in the United States of America constitutes a National Emergency; and

That in light of the above Declarations, the City of Archdale, the City of Trinity, and the Town of Jamestown (collectively “the Municipalities”), now desire to memorialize their intent to provide assistance to each other in the event that there is a disruption in the staffing levels and services provided by each municipality due to the spread of COVID-19, or due to circumstances arising under any State of Emergency declared by the United States of America, the State of North Carolina or any local governmental authority to which any of the Municipalities is subject.

Now, therefore, in the event of a Declaration of a State of Emergency by any state, federal or local authority, which Declaration is applicable to any or all of the municipalities executing this Memorandum, the City of Archdale, the City of Trinity and the Town of Jamestown do hereby agree as follows:

1. To render assistance to each other during a declared State of Emergency, particularly in the event of staffing shortages due to illness or absences caused by COVID-19 or any other pandemic or disaster for which a State of Emergency has been declared. Such assistance may also include providing equipment and/or materials in the event of shortages caused by such disaster for which a State of Emergency has been declared.

2. Any and all assistance given by one municipality to another as contemplated by this Memorandum shall be at the sole discretion of the municipality rendering the aid after considering its own requirements and needs, and nothing in this Memorandum shall impose a legal requirement that such aid be given by one municipality to another.

3. This Memorandum shall not be construed to create any rights, substantive or procedural, for the benefit of any party that is not a signatory hereto, and therefore this Memorandum shall not be enforceable at law or in equity by any third party.

4. This Memorandum shall be in effect from the date of its execution by all parties until terminated by any party hereto. Any party to this Memorandum may terminate this Memorandum upon thirty (30) days' written notice to the other parties, which notice may be delivered personally or via certified mail to each Municipality's City or Town Hall.

In witness whereof, the City Managers of Archdale and Trinity and the Town Manager of Jamestown have executed this Memorandum on behalf of their respective Municipality.

CITY OF ARCHDALE

BY: _____
Zeb Holden, City Manager

CITY OF TRINITY

BY: _____
Debbie Hinson, City Manager

TOWN OF JAMESTOWN

BY: _____
Kenny Cole, Town Manager

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

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: Text amendment to add "Planned Unit Development" zoning district

AGENDA ITEM #: IV-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 45 minutes

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson, AICP

SUMMARY:

The proposed amendment would add "Planned Unit Development" (PUD) as a base zoning district to the Land Development Ordinance (LDO). As proposed, the PUD district would be highly flexible for future development, but will require the strict review of both Planning Board and Town Council prior to implementation.

PUD's are generally used to regulate larger scale developments using unified land development practices which encourage a mixture of various types of land uses while maximizing open spaces and recreational opportunities. PUD's offer increased flexibility in design to potential developers, yet still require the strict review by appointed and elected bodies. The enhancement of the bargaining process between the developer and municipal elected leaders generally leads to higher quality developments for communities.

ATTACHMENTS: PB Packet, Consistency Statement from PB

RECOMMENDATION/ACTION NEEDED: Staff suggests Town Council recommend text amendment 2019-01 as proposed.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to approve text amendment 2019-01 as proposed.

FOLLOW UP ACTION NEEDED: Staff will update the LDO.



Town of Jamestown
Planning Board

Welcome to the Town of Jamestown Planning Board meeting. We appreciate your interest and we encourage public participation in our meeting. Your comments are important to our decision making process. Please note that there will be opportunities during the meeting for you to address the Board members. The first opportunity will come if there is a public hearing on the agenda, when the Chair declares the hearing open for comment. The second opportunity to address the Board will come near the end of the agenda when the Chair will inquire if anyone wishes to address the members of the Board. Anyone addressing the Board will approach the podium; give your first and last name and your complete physical address. Comments may be limited to three minutes.

TO: Planning Board Members
FROM: Matthew Johnson, AICP - Director of Planning
RE: **SPECIAL CALLED Meeting**
Monday, November 18, 2019 – 6:30 PM
Jamestown Town Hall, Council Chambers

Items on the agenda:

1. Call to Order – Sarah Glanville, Chair of the Planning Board
2. Roll Call – Matthew Johnson, Assistant Town Manager/Director of Planning
3. Approval of minutes from September 16, 2019, meeting – Sarah Glanville, Chair of the Planning Board

4. Public Hearings:

*Procedure: Staff will present the case to the Board, followed by commentary from the applicant. The Chair will open the public hearing and request to hear from both those in favor and those opposed. If you wish to address the Board during the public hearing, please come to the podium and state your name and address for the record. Speakers may have up to 3 minutes to address the Board. Please note, this is not a time for dialogue or discussion and the Board may or may not engage with you at this time, even if direct questions are asked. **Once the public hearing is closed, no one may speak on the issue unless specifically requested by the Board Chair.***

- A. Text Amendment to the Land Development Ordinance (LDO) to add a new zoning district, "Planned Unit Development" (PUD) to Article 8 "Zoning Districts". – Matthew Johnson, Assistant Town Manager/Director of Planning.
 - a. Vote on recommendation to Town Council – Sarah Glanville, Chair of the Planning Board
 - b. Adoption of the Statement of Consistency – Sarah Glanville, Chair of the Planning Board

5. Public Comment Period:

*Procedure: The Board Chair will ask the Town Clerk if anyone has signed up to speak to the Board. **It is advisable that if you wish to address the Board that you see the Town Clerk prior to the start of the meeting.** Once you have been recognized by the Chair, please come to the podium and state your name and address for the record. Speakers may have up to 3 minutes to address the Board. Please note, this is not a time for dialogue or discussion and the Board may or may not engage with you, even if direct questions are asked.*

6. Adjourn

7. Next regularly scheduled meeting will be December 9, 2019, at 6:30pm in the Council Chambers.

WORKING AGENDA

Items on the agenda:

1. CALL TO ORDER

- i. **Welcome to the November 18, 2019, *SPECIAL CALLED* Planning Board meeting. In order to allow all attendees to be able to hear Board business, I would ask that at this time, members of the board and the audience please set your cell phones to "SILENT". As a reminder, there are generally two opportunities for the public to address the Board. One will be during the "PUBLIC COMMENT" portion of the agenda. Speakers during that portion of the meeting will be limited to 3 minutes per speaker and are requested to sign up to speak with the Town Clerk at this time. The other opportunity will be during any "PUBLIC HEARING". Speakers in a "PUBLIC HEARING" will be asked to keep their comments brief and must speak to the topic being considered. Thank you.**

2. ROLL CALL

| | Present | Absent |
|-------------------------------|--------------------------|--------------------------|
| Sarah Glanville | <input type="checkbox"/> | <input type="checkbox"/> |
| Art Wise | <input type="checkbox"/> | <input type="checkbox"/> |
| Eddie Oakley | <input type="checkbox"/> | <input type="checkbox"/> |
| Ed Stafford | <input type="checkbox"/> | <input type="checkbox"/> |
| Russ Walker | <input type="checkbox"/> | <input type="checkbox"/> |
| Richard Newbill, ETJ | <input type="checkbox"/> | <input type="checkbox"/> |
| Steve Monroe, ETJ | <input type="checkbox"/> | <input type="checkbox"/> |
| Robert Lichauer, ETJ | <input type="checkbox"/> | <input type="checkbox"/> |
| Sherrie Richmond, ETJ | <input type="checkbox"/> | <input type="checkbox"/> |
| Rebecca Rayborn, Council Rep. | <input type="checkbox"/> | <input type="checkbox"/> |

3. Approval of Minutes: September 16, 2019, regular meeting – Sarah Glanville, Chair of the Planning Board

- a. **Request from Staff: Staff requests approval of minutes from September 16, 2019, regular meeting as presented.**
 - i. **Motion:**

- ii. **Second:**
- iii. **VOTE:**

4. Public Hearings

- A. Text Amendment to the Land Development Ordinance (LDO) to add a new zoning district, "Planned Unit Development" (PUD) to Article 8 "Zoning Districts". – Matthew Johnson, Assistant Town Manager/Director of Planning.
 - a. Vote on recommendation to Town Council – Sarah Glanville, Chair of the Planning Board
 - i. **Motion:**
 - ii. **Second:**
 - iii. **VOTE:**
 - b. Adoption of the Statement of Consistency – Sarah Glanville, Chair of the Planning Board
 - i. **Motion:**
 - ii. **Second:**
 - iii. **VOTE:**

5. Public Comment

- a. *Reminder from Board Chair to audience: The Board Chair will ask the Town Clerk if anyone has signed up to speak to the Board. It is advisable that if you wish to address the Board that you see the Town Clerk prior to the start of the meeting. Once you have been recognized by the Chair, please come to the podium and state your name and address for the record. Speakers may have up to 3 minutes to address the Board. Please note, this is not a time for dialogue or discussion and the Board may or may not engage with you, even if direct questions are asked.*

6. Adjourn

- a. **Motion to adjourn:**
- b. **Second:**
- c. **VOTE:**

- 7. **Next regularly scheduled meeting will be December 9, 2019, at 6:30pm in the Council Chambers.**

Chair
Sarah Glanville

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Planning Board Members
Art Wise, Vice Chair
Eddie Oakley
Ed Stafford
Russ Walker
Richard Newbill, ETJ
Steve Monroe, ETJ
Robert Lichauer, ETJ
Sherrie Richmond, ETJ
Rebecca Rayborn, Council Representative

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of Minutes from the September 16, 2019 meeting

AGENDA ITEM #: 3

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: November 18, 2019

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

Minutes from the September 16th Special Planning Board meeting

ATTACHMENTS: Minutes from the September 16, 2019 Special Planning Board meeting

RECOMMENDATION/ACTION NEEDED: Staff recommends approval of the minutes from the September 16th meeting

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Planning Board Member makes a motion to approve/amend minutes from the September 16th meeting.

FOLLOW UP ACTION NEEDED: N/A

Planning Board Meeting
September 16, 2019
Council Chambers
Minutes & General Account

5-11-19

Planning Board Members Present: Sarah Glanville, Chair; Art Wise, Vice Chair, Ed Stafford, Russ Walker, Lawrence Straughn (Alternate)

Planning Board Members Absent: Eddie Oakley

Council Member Representative: Rebecca Mann Rayborn

Staff Present: Matthew Johnson & Katie McBride

Visitors Present: Richard Newman, Sister Lucy Hennessy, Alex Toye, Joseph O'Brien, Stephen Monroe, and Carol Brooks

Call to Order- Glanville called the meeting to order.

Roll Call- Johnson took roll call as follows:

Sarah Glanville- Present
Art Wise- Present
Eddie Oakley- Absent
Lawrence Straughn (Alternate) - Present
Ed Stafford- Present
Russ Walker- Present

Council Member Rayborn- Present

Approval of minutes from the August 12, 2019 meeting- Straughn made a motion to approve the minutes from the August 12th Planning Board meeting. Stafford made a second to the motion. The motion passed by unanimous vote.

Public Hearings:

- Rezoning request 2019-02: Request to rezone property located at 111, 113, 115, and 121 and a portion of parcel #176232 from Single-Family Residential (SFR) to Conditional Zoning-Civic (CZ-CIV) for Maryfield, Inc. - Johnson gave a description of the parcels of land. He stated that the properties were currently zoned as SFR and were vacant. He noted that Maryfield acquired the properties with the intention of using them to expand the Pennybyrn campus in the future. Johnson said that Maryfield had applied for a rezoning in order to construct a single-story, short-term stay facility. He presented an illustrative depiction of the facility that had been submitted by the applicant to the Planning Board.

Johnson said that there were several zoning conditions that had been proposed. He said that the applicant had requested a slight variance in regard to the construction of sidewalks on the property. He noted that the Town generally required developers to extend the sidewalk across the entire frontage of the development. He stated that there were some topographical issues

that made the extension of the sidewalk difficult. Johnson said that the applicant had offered to extend the sidewalk and fencing to approximately forty-five feet to the north side of the primary drive entrance of the property. Johnson added that the applicant had requested a small variance in regard to the building and lot standards. He stated that Pennybyrn was a general, unified campus and that the applicant wanted the short-term stay facility to maintain that character. Johnson stated that the applicant had also requested to have a parking lot in the front of the property. He went over all the details of the applicant's development requests.

Johnson stated that the applicant held a neighborhood meeting. He said that they had sent out notification to all the property owners within five hundred feet. He noted that he went to the meeting, and that there were not many people in attendance. Johnson added that there were no citizens at the meeting that raised any concerns about the project at that time.

Johnson said that the rezoning request would not be consistent with the Land Development Ordinance (LDO) even though staff believed it was reasonable. He stated that the Planning Board would have to recommend that Council amend the comprehensive plan itself if they decided to approve the request.

Straughn discussed the details of the sidewalk extension and the potential construction of a turning lane adjacent to the property with Johnson.

Johnson stated that the applicant was present and could give the Planning Board more information about the project. Glanville called the applicant forward.

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

Alex Toye, the project engineer, came forward to address the Planning Board. He noted that the engineering firm that he worked for had maintained a working relationship with Pennybyrn for over fifteen years. Toye gave an overview of the project and the design plans for the transitional facility.

There was a brief discussion about the sidewalk design between Stafford and Toye.

Glanville opened the public hearing to anyone that would like to speak in favor or opposition of the rezoning request. There was no one. Glanville closed the public hearing and opened the floor to the Planning Board for discussion.

Glanville and Stafford discussed the zoning conditions for the parking lot of the facility with Johnson. Glanville was slightly concerned about the precedent that may be set if the Planning

5-11-11

Board allowed the facility to have a parking lot at the front of the property. Stafford noted that having the parking lot in the front of the property would reduce the number of stairs that people would have to climb that were receiving care at the facility. Toye discussed the various buffers and the design of parking lot area.

Stafford made a motion to recommend the approval of the zoning request to Town Council. Wise made a second to the motion.

McBride took a roll call vote as follows:

- Art Wise- Aye
- Ed Stafford- Aye
- Russ Walker- Aye
- Lawrence Straughn- Aye

The motion passed by unanimous vote.

Wise made the following motion:

"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 rezoning three Single Family Residential (SFR) parcels to Conditional Zoning-Civic (CZ-CIV).* Furthermore, the Board finds that the proposed zoning amendment meets the development needs of the community because it is in keeping with the zoning and usage of adjacent parcels and reflects the current growth pattern of the surrounding neighborhood.

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 the amendment will allow strategic growth in a neighborhood highly impacted by zoning initiatives of a neighboring jurisdiction.

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 against the public interest is adopted by reference.

B. The Planning Board further finds that the proposed zoning amendment is in the public interest because it will allow for growth of services available to the community in a location that makes good strategic sense.

CONFIDENTIAL

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. "

Straughn made a second to the motion. The motion passed by unanimous vote.

Public Comment Period- Nobody signed up.

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

The meeting ended at 7:10 pm.

Chair
Sarah Glanville

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



Planning Board Members
Art Wise, Vice Chair
Eddie Oakley
Ed Stafford
Russ Walker
Richard Newbill, ETJ
Steve Monroe, ETJ
Robert Lichauer, ETJ
Sherrie Richmond, ETJ
Rebecca Rayborn, Council Representative

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Text amendment to add "Planned Unit Development" zoning district **AGENDA ITEM #:** 4

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: November 18, 2019

ESTIMATED TIME FOR DISCUSSION: 15 min.

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson, AICP

SUMMARY:

The proposed amendment would add "Planned Unit Development" (PUD) as a base zoning district to the Land Development Ordinance (LDO). As proposed, the PUD district would be highly flexible for future development, but will require the strict review of both Planning Board and Town Council prior to implementation.

PUD's are generally used to regulate larger scale developments using unified land development practices which encourage a mixture of various types of land uses while maximizing open spaces and recreational opportunities. PUD's offer increased flexibility in design to potential developers, yet still require the strict review by appointed and elected bodies. The enhancement of the bargaining process between the developer and municipal elected leaders generally leads to higher quality developments for communities.

ATTACHMENTS: Proposed text amendment

RECOMMENDATION/ACTION NEEDED: Staff suggests Planning Board recommend approval to Town Council.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to recommend approval of the text amendment creating "Planned Unit Development" as a base zoning district as proposed.

FOLLOW UP ACTION NEEDED: Town Council will hear this item at a future public hearing, date TBD.

AN ORDINANCE AMENDING THE LAND DEVELOPMENT ORDINANCE
OF THE TOWN OF JAMESTOWN, NORTH CAROLINA

2019-01
Text Amendment 2018-03

WHEREAS, the Town of Jamestown, North Carolina pursuant to the authority conferred by the North Carolina General Statute §160A-364 enacted an Official Zoning Ordinance, also referred to as the Land Development Ordinance, for the Town of Jamestown, North Carolina;

WHEREAS, the Town of Jamestown, North Carolina pursuant to the authority conferred by the North Carolina General Statutes §160A-364 through §160A-366 and §160A-381 through §160A-392 may from time to time as necessary amend, supplement, change, modify or repeal certain of its zoning regulations and restrictions and zoned boundaries; and

WHEREAS, the Town Council of the Town of Jamestown, North Carolina pursuant to the authority conferred by the North Carolina General Statutes §160A-381 through §160A-394 does hereby recognize a need to amend the text of certain articles of the Town of Jamestown Land Development Ordinance.

WHEREAS, the Town Council finds that it is necessary to update the Land Development Ordinance to add the zoning district "PLANNED UNIT DEVELOPMENT (PUD)" to Article 8, "Zoning Districts".

NOW, THEREFORE, IN ORDER TO PROTECT THE PUBLIC HEALTH, SAFETY AND WELFARE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JAMESTOWN, NORTH CAROLINA:

Part 1. That Article 8.2 "Zoning Districts Created" is hereby amended by adding the following language in that section:

Planned Unit Development (PUD)

Part 2. That Article 3 "Description of Zoning Districts" is hereby amended by adding the following language in that section:

The Planned Unit Development (PUD) district is designed to promote a compatible mix of uses to instigate an integrated and sustainable development consistent with the Town's unique character. This district shall also encourage design flexibility; multi-modal connectivity between uses; sensitivity to natural resources and environmental features; and facilitate the efficient provisions of infrastructure, utilities and adequate public facilities.

The PUD district is not intended for use with subdivisions or developments which can be developed under the strict application of the minimum standards of the UDO, thereby resulting in a unique, high quality overall development. The specific procedures for review and approval of a PUD is found in section 8.4-5.1, Planned Unit Development. Above all, every PUD established, shall demonstrate consistency with the goals and policies established in the Town of Jamestown Land Development Plan. Most commonly, the PUD district would serve as a base zoning for larger-scale commercial, residential and mixed-use developments which may include overlay districts such as the Traditional Neighborhood (TND) overlay district.

Part 3. That a new section, 8.4-5.1 "Planned Unit Development (PUD)" be hereby added to the Land Development Ordinance to read as follows:

8.4-5.1 Planned Unit Development (PUD)

(A) Intent: The Planned Unit Development district is established to accommodate commercial, residential and a mixed-use pattern of development on large-scale sites. Development in this district accommodates a range of uses, generally transitioning from commercial to residential districts throughout a site per an overall development plan. The district is not limited to mixed-uses and may be entirely residential or entirely commercial in nature. Allowed building/lot types are Detached House, Attached House, Highway Commercial, Shopfront Commercial, Multi-family Cluster, Urban Workplace, Accessory Structures, Fences and Civic Building. Standards in the PUD district are established to encourage new development and infill development in a manner that accommodates a range of uses while preserving historic development patterns and being sensitive to the adjacent districts. A wide range of uses is permitted. In return for greater flexibility in site design, PUD Districts are expected to deliver exceptional quality community designs that preserve critical environmental resources; provide high quality community amenities; incorporate creative design in the layout of buildings and circulation; ensure compatibility with surrounding land uses and neighborhood character; provide high quality architecture; and provide greater

efficiency in the layout and provision of roads, utilities, and other infrastructure.

(B) General Applicability: Parcels of land which may be considered for PUD developments must exceed 10 acres in size.

(C) Permitted Uses: In return for greater flexibility in site design, PUD Districts are expected to deliver exceptional quality community designs that preserve critical environmental resources; provide high quality community amenities; incorporate creative design in the layout of buildings and circulation; ensure compatibility with surrounding land uses and neighborhood character; provide high quality architecture; and provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure. Thus, there are no inherent uses permitted by right. The applicant and Town Council shall consider a request for land uses during the course of the application for the zoning district.

(D) Permitted Residential Density

To be submitted as part of overall master plan and approved by Town Council.

(E) General Requirements and Development Standards

1. An overall PUD Concept Plan is required to be adopted as a condition of the base zoning and shall guide development throughout the parcel.
2. Building placement, parking placement, building type, urban form, access, and lot arrangement shall be controlled by the overall development plan adopted as part of the zoning district.
3. Building setbacks shall be adopted as part of the overall site development plan.
4. Landscaping and Open Space regulations shall be adopted as part of the overall site development plan.
5. Sites shall conform to the Land Development Ordinance requirements with respect to watershed, soil erosion, and flood damage prevention. The provisions of these ordinances may not be altered by the PUD zoning district.
6. Items not specifically addressed by the overall site development plan shall defer to the Jamestown Land Development Ordinances for guidance.
7. All PUD Concept Plans shall specify development standards applicable to each permitted use in the PUD. Development standards applicable to the PUD shall be those specified in the PUD Concept Plan filed with the zoning map change. The PUD Concept Plan shall establish the following development standards:
 - a. The location of uses proposed by the PUD must be shown in the PUD Concept Plan with a maximum density for each type of residential use; a maximum number of units for multi-family dwellings; and a maximum square footage for each type of non-residential use.
 - b. The PUD shall demonstrate compliance with all, North Carolina Building Code, and North Carolina Fire Code.
 - c. Pedestrian ways, bikeways and other transportation systems that encourage cluster and compact development.
 - d. Land use patterns that promote and expand opportunities for walkability, connectivity, public transportation, and an efficient compact network of streets. Cul-de-sacs shall be minimized to the greatest extent possible.
 - e. Identified active open space areas and those significant natural and environmental features that will be protected and preserved in their natural state.
 - f. Architectural and design criteria that provide higher quality than routine developments. At least ten (10) business days prior to the public hearing for approval, all residential uses proposed shall provide typical architectural elevations representative of the residential structures to be built to ensure the standards of this section are met.
 - g. Phasing. The PUD Concept Plan shall include a phasing plan for the development and associated infrastructure improvements. If development of the PUD is proposed to occur

in more than one phase, then guarantees shall be provided that project improvements, including improvements required by the TIA and NCDOT. In phases that include residential, amenities that are necessary and desirable of the project, or that are of benefit to the Town, are constructed within that phase of the project.

(F) Other Minimum Requirements

1. **Off-street Parking and Loading.** The PUD Concept Plan shall demonstrate compliance with the standards of the Jamestown Land Development Ordinances, except that variations from these standards may be permitted if a comprehensive parking and loading plan for the PUD is submitted as part of the PUD Concept Plan that is determined to be suitable for the PUD, and generally consistent with the intent and purpose of the off-street parking and loading standards.
2. **Signs.** Signage shall demonstrate compliance with the Jamestown Land Development Ordinances, except that the standards can be varied if a master signage plan is submitted for review and approval concurrent with the PUD concept plan and is determined by Town staff to be suitable for the PUD and generally consistent with the intent and purpose of the sign standards of the LDO.
3. **Public Facilities.** The improvements standards and guarantees applicable to the public facilities that will serve the site shall comply with the Jamestown Land Development Ordinances as well as the following standards:
 - i. The PUD Concept Plan demonstrates a safe and adequate on-site transportation circulation system. The on-site transportation circulation system shall be integrated with the off-site transportation circulation system of the Town. A Traffic Impact Analysis (TIA) shall be required.
 - ii. The PUD Concept Plan demonstrates a safe and adequate on-site system of potable water and wastewater lines that can accommodate the proposed development and are efficiently integrated into off-site potable water and wastewater public improvement plans. The PUD Concept Plan shall include a proposed water and wastewater plan.
 - iii. Adequate off-site facilities for potable water supply, sewage disposal, solid waste disposal, electrical supply, fire protection and roads shall be planned and programmed for the development proposed in the PUD Concept Plan.
 - iv. The development is conveniently located in relation to schools and public safety protection services.
4. **Natural Resources and environmental protection.** The PUD Concept Plan for PUD demonstrates compliance with the current regulatory standards of this Ordinance related to natural resource and environmental protection in the Jamestown Land Development Ordinances.

Part 4. This Ordinance shall be effective immediately upon its adoption.

Adopted this the _____ day of _____, 2020.

Attest: Town Council
Town of Jamestown, North Carolina

Lynn Montgomery, Mayor

Katie M. Weiner, Town Clerk

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 Jomestown.* 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.]



TOWN OF JAMESTOWN PLANNING BOARD

CONSISTENCY STATEMENT

The Planning Board of the Town of Jamestown recommend that the proposed zoning amendment (2019-03) **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 it promotes development that meets the high architectural and environmental standards integral in Jamestown's small town character.

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 it allows for flexible land use while allowing for oversight by appointed and elected officials.

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 it will allow for unique development opportunities while providing safeguards to protect Jamestown's charm and natural resources.

Adopted this the 18th day of November, 2019 by the Town of Jamestown Planning Board.

Sarah Glanville, Chair

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

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: Request to set a public hearing date to amend the Code of Ordinance AGENDA ITEM #: V-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 5 min

DEPARTMENT: Administration

CONTACT PERSON: Kenny Cole, Town Manager

SUMMARY:

In order to comply with Executive order 124 issued by the State of NC, Towns modified their Water and Sewer Ordinances to include "States of Emergency".

Amend: CHAPTER 52: OPERATION OF WATER AND SEWER SYSTEM

Add:
XII. STATES OF EMERGENCY

In the event that either the Town, County, State or Federal government declares a State of Emergency, the Town Manager, in conjunction with guidance from the Public Services Director, shall have the authority to suspend, modify, or otherwise alter this ordinance and the methods that the Town uses to provide utility services, including but not limited to maintenance, finance, collections, billing, continuation of services, and other aspects of providing services on a temporary basis to meet the needs of the public and to further ensure the health, safety and welfare of our citizens. Upon lifting of the State of Emergency declaration, the Town shall revert back to the guidance provided here within.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Set a public hearing date on May 19, 2020 to amend Chapter 51 to the Town Code of Ordinances

BUDGETARY IMPACT: none

SUGGESTED MOTION: Set a public hearing date on May 19, 2020, to amend Chapter 51 to the Town Code of Ordinances.

FOLLOW UP ACTION NEEDED: none

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

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: Request to set a date for the 2020/21 Budget and CIP

AGENDA ITEM #: V-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 5 min

DEPARTMENT: Administration

CONTACT PERSON: Kenny Cole, Town Manager

SUMMARY:

The Local Government Budget and Fiscal Control Act, G.S. Ch. 159, Art. 3, prescribes the minimum process requirements that a unit must follow to provide notice to the public of the proposed budget and afford citizens an opportunity to comment. A unit's governing board must hold at least one public hearing on the budget. The public hearing may be held at any time after the proposed budget is submitted to the Council.

Staff request to set the budget public hearing and present the final budget at our regular meeting on June 23, 2020.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Approve to set the Budget Public Hearing on June 23, 2020.

BUDGETARY IMPACT: none

SUGGESTED MOTION: Approve to set the Budget Public Hearing on June 23, 2020.

FOLLOW UP ACTION NEEDED: none

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

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: Waiver of Daily Cash Deposit < \$500

AGENDA ITEM #: V-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: April 21, 2020

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

There is a requirement that we deposit daily our cash & check receipts. Due to the COVID situation, the School of Government suggested that, for the period we are under a state of emergency, we have Town Council to approve a waiver of this requirement when receipts total less than \$500 on a daily basis. This would eliminate some trips to the bank. Thus if receipts are less than \$500, we would put the deposit in the vault, and when daily deposits would total more than \$500, we would then take the deposit to the bank.

We request that this waiver be approved. When the state of emergency is lifted, the requirement would go back into effect for daily deposits.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Approve waiver of daily cash deposit <\$500

BUDGETARY IMPACT: none

SUGGESTED MOTION: Approve waiver of daily cash deposit < \$500 during state of emergency

FOLLOW UP ACTION NEEDED:



Settled 1752
JAMESTOWN
NORTH CAROLINA

PROJECT STATUS REPORT

April 15, 2020

Oak Dale Cotton Mill:

I made contact with the owner on April 15, 2020, and have received no response. We have made contact with owner of the mill. We discussed several issues and code violations that need immediate attention. The following items are documented and discussed:

- An area in fence around the Mill needs repairing.
- Several houses with open doors and windows need to be secured.
- A portion of the Mill roof appears to have collapsed.
- Houses at 200, 202, and 204 Oak Drive are dilapidated and need to be removed.

East Main Street Sidewalk:

The contractor is installing curb and gutter on East Main Street. The milling for the curb has been completed and most of the asphalt subgrade has been placed. The contractor continues to install storm drainage improvements. The rain has continued to impact work progress. Runoff along the roadway is being monitored by the contractor and the construction administration firm. We have made revisions to resolve issues with gas line conflicts. We are resolving the storm drainage improvements in the NC Railroad corridor. Duke Energy has completed most of the lighting replacement in the area.

East Fork Sidewalk:

North State Environmental placed the bridge on its foundation on February 7. The lift went extremely well. Some Council members, staff members, and press were able to attend at a distance with social distancing. The end walls are completed, most of the retaining walls are placed, and some curb and gutter is installed on the west side of the project. The contractor is placing reinforcing steel for the bridge deck, which should be poured by the Council meeting.

The significant items left to complete include the guardrails, handrails, curb and gutter, storm drainage on the golf course side, and sidewalk on the bridge approaches.



Settled 1752
JAMESTOWN
NORTH CAROLINA

Oakdale Sidewalk:

NO Change- DOT had requested that all projects that haven't been authorized for construction be put on "hold" for an unknown period of time. DOT has released this project for design only.

Recreational Maintenance Facility: Project is on hold until 20/21.

Revitalization Grant:

Welcome sign – Staff will pour the footing next week for the sign.

Trash Cans – completed.

Pedestrian Signs – completed. Looking into ordering additional.