



Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council

May 21, 2019

6:30 pm in the Council Chambers

Agenda

- I. **Call to Order-** Mayor Montgomery
 - A. Pledge of Allegiance
 - B. Moment of Silence
 - C. Approval of Agenda
- II. **Consent Agenda-**
 - A. Approval of minutes from the April 16, 2019 meeting
 - B. Proclamation observing Peace Officers Memorial Day and Police Week
 - C. Proclamation observing Memorial Day
 - D. Resolution recognizing Southwest Guilford's State Basketball Championship win
 - E. Reappointment of Jane Payne to the Guilford County Historic Preservation Commission
 - F. Analysis of financial position of the Town of Jamestown
 - G. Analysis of financial position of the Jamestown Park & Golf Course
 - H. Budget Amendment #20
 - I. Budget Amendment #21
- III. **Public Comment**
- IV. **Old Business-**
 - A. Consideration of ordinance amending the Town Charter to create staggered Town Council terms- Kenny Cole, Town Manager
 - B. Consideration of property donation from the City of High Point (107-115 Kingsdale Ct. parcel #158884)- Beth Koonce, Town Attorney
 - C. Update on East Main Street Sidewalk Project- Paul Blanchard, Public Services Director
 - D. Presentation of the 2019/2020 Recommended Budget and Capital Improvement Plan (CIP)- Judy Gallman, Finance Director
 - E. Citizen Input regarding Capital Improvement Plan (CIP)- Kenny Cole, Town Manager
 - F. **Public Hearings-**
 1. Public Hearing to consider the Recommended Budget and CIP FY 2019/2020- Kenny Cole, Town Manager
- V. **New Business-**
 - A. Resolution recognizing Marlee Rindal and Priscilla Nobles for hosting Yoga in the Park- Mayor Montgomery
 - B. Resolution recognizing Robert Pickett's service on the Parks & Recreation Committee- Mayor Montgomery
 - C. Appointment/Reappointment of Parks & Recreation Members and Alternate- Katie McBride, Town Clerk
 - D. Update on the Town of Jamestown Litter Sweep- Elizabeth Greeson, Utility Billing Coordinator
 - E. Discussion of condemnation of 301 Lee Street- Matthew Johnson, Assistant Manager/Planning Director
- VI. **Manager/Committee Reports-**
 - A. Manager Report- Kenny Cole, Town Manager
 - B. Council Member Committee Reports
 - C. High School Representative Report
- VII. **Public Comment**
- VIII. **Other Business**
- IX. **Closed Session Per General Statutes 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee**
- X. **Adjournment**

Working Agenda for the May 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 request that the Jamestown Elementary School Leading Ladies of Distinction 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 April 16, 2019 meeting B. Proclamation observing Peace Officers Memorial Day & Police Week C. Proclamation observing Memorial Day D. Resolution recognizing Southwest Guilford's Championship win E. Reappointment of Jane Payne to the Historic Commission F. Analysis of financial position of the Town of Jamestown G. Analysis of financial position of Jamestown Park & Golf Course H. Budget Amendment #20 I. Budget Amendment #21		Council Member makes a motion to approve the consent agenda. Council Member makes a second to the motion. Then vote.
6:35 pm	III. Public Comment		Please state your name and address and adhere to the 3 minute limit.
6:50 pm	IV. Old Business		
6:50 pm	A. Consideration of ordinance amending Town Charter to create staggered Council terms	Call on K. Cole	Cole to give Council an update on the process of staggering Town Council terms. Cole to request that Council approve the ordinance amending the Town Charter. Council Member makes a motion to approve/deny ordinance amending the Town Charter to allow the staggering of Town Council terms. Council Member makes a second to the motion. Roll Call Vote.
7:00 pm	B. Consideration of property donation from the City of High Point (107-115 Kingsdale Ct.)	Call on B. Koonce	Koonce to give an update on the property donation from the City of High Point (107-115 Kingsdale Ct. parcel #158884). Council Member makes a motion to accept/deny the property donation from the City of High Point. Council Member makes a second to the motion. Then vote.
7:05 pm	C. Update on E. Main St. Sidewalk Project	Call on P. Blanchard	Blanchard to give Council an update on the East Main Street sidewalk project.
7:10 pm	D. Presentation of the 2019/20 Recommended Budget & CIP	Call on J. Gallman	Gallman to present the 2019/2020 Recommended Budget and Capital Improvement Plan (CIP).
7:20 pm	E. Citizen input regarding CIP	Call on K. Cole	Cole to request that citizens be given a time to speak about the CIP. Please state your name and address and adhere to the 3 minute limit.
7:30 pm	F. Public Hearings		
7:30 pm	1. Public Hearing to consider the Recommended Budget & CIP	Call on K. Cole	Cole to give Council information on the Recommended Budget & CIP FY 2019/20 and the budget process. Mayor Montgomery to open the Public Hearing. The Mayor will ask for anyone that is in favor of the Recommended Budget and CIP FY 2019/20 to come forward. Give your name and address and please adhere to the 3 minute time limit. Mayor Montgomery will ask for anyone that is opposed to the Recommended Budget & CIP FY 2019/20 to come forward. Give your name and address and please adhere to the 3 minute time limit. Mayor Montgomery will close the Public Hearing and open the meeting to Council for discussion.
7:40 pm	V. New Business		
7:40 pm	A. Resolution recognizing Marie Rindal & Priscilla Nobles for hosting Yoga in the Park	Mayor Montgomery	Mayor Montgomery to present proclamation to Marie Rindal & Priscilla Nobles for hosting Yoga in the Park.
7:45 pm	B. Resolution recognizing Robert Pickett's service on the Parks & Rec Committee	Mayor Montgomery	Mayor Montgomery to present proclamation to Robert Pickett for his service on the Parks & Recreation Committee.

7:50 pm	C. Appointment/Reappointment of Parks & Rec Member & Alternate	Call on K. McBride	McBride to request that Council appoint a Parks & Recreation Alternate to the open Parks and Recreation Member vacancy. Council Member makes a motion to appoint _____ as a Parks & Rec Member. Council Member makes a second to the motion. Then vote. McBride to request that Council reappoint Bob Wilson and Jim Pendry to the Parks and Recreation Committee. Council Member makes a motion to approve/deny the reappointment of Bob Wilson and Jim Pendry to the Parks & Rec Committee. Council Member makes a second to the motion. Then vote. McBride to request that Council appoint an applicant to the Parks & Recreation Alternate vacancy. Council Member makes a motion to approve/deny the appointment of Amy Reese as a Parks & Rec Committee Alternate. Council Member makes a second to the motion. Then vote.
8:00 pm	D. Update on the Town of Jamestown Litter Sweep	Call on E. Greeson	Greeson to give Council an update on the Jamestown Litter Sweep.
8:05 pm	E. Discussion of condemnation of 301 Lee Street	Call on M. Johnson	Johnson to present information on 301 Lee Street. Johnson to request that Council request assistance from Guilford County Building Inspections. Council Member makes a motion to formally request assistance of Guilford County Building Inspections to inspect 301 Lee Street. Council Member makes a second to the motion. Then vote.
8:15 pm	VI. Manager/Committee Reports		
8:15 pm	A. Manager Report	Call on K. Cole	Cole to present his monthly Manager's Report to Council.
8:20 pm	B. Council Member Committee Reports	Call on K. Cole	Cole to request that Council Members give an update on any Committees they serve on.
8:25 pm	C. High School Representative Report	Call on M. Marston	Marston to present his High School Representative Report to Council.
8:30 pm	VII. Public Comment		Please state your name and address and adhere to the 3 minute time limit
8:45 pm	VIII. Other Business		
8:50 pm	IX. Closed Session Per General Statutes 143-318.11(a)(6)		Council Member makes a motion to go into closed session per general statutes 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee. Council Member makes a second to the motion. Then vote. After Closed Session, Council Member makes a motion to return to open session. Council Member makes a second to the motion. Then vote.
9:00 pm	X. 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
Georgia Nixon, Mayor Pro Tem
Martha Stafford Wolfe
Rebecca Mann Rayborn
John Capes

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the April 16, 2019

AGENDA ITEM #: II-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

Minutes from the April 16th Regular Town Council meeting

ATTACHMENTS: Minutes from the April 16, 2019 Regular Town Council meeting

RECOMMENDATION/ACTION NEEDED: Staff recommends approval of the minutes from the April 16th Town Council meeting

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A

DRAFT

**Regular Meeting of the Town Council
April 16, 2019
6:30 pm in the Council Chambers
Minutes & General Account**

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

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

High School Representative: Micah Marston

Visitors Present: Charles Hinsley, Robert Frederick, & Carol Brooks

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

- Pledge of Allegiance- Mayor Montgomery led everyone in the Pledge of Allegiance.
- Moment of Silence- Mayor Montgomery called for a moment of silence.
- Approval of Agenda- Mayor Montgomery asked if anyone wanted to change, add, or delete any items on the agenda.

Cole requested to add a resolution opposing Senate Bill 367 to the agenda on behalf of Council Member Wolfe. He noted that the item would be "V-G" under "New Business."

Council Member Wolfe made a motion to approve the agenda with the requested addition. Council Member Nixon 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 March 2, 2019 Budget Retreat
- Approval of minutes from the March 19, 2019 meeting
- Proclamation for Spring Litter Sweep 2019
- Proclamation National Day of Prayer
- Analysis of financial position of the Town of Jamestown
- Analysis of financial position of the Jamestown Park & Golf Course
- Nonprofit application for Budget FY 2019/2020

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

(Proclamation for Spring Litter Sweep 2019 & Proclamation National Day of Prayer)

Public Comment-

- Robert Frederick, 706 Ragsdale Rd. - Frederick encouraged Council to move forward with procedures to silence the train in Jamestown. He noted other communities that had restricted the times that trains were allowed to blow their horns. He also spoke about the public hearing on staggering Town Council terms. He noted that Council Members in Jamestown represented the whole community and not just a district within the Town. He stated that he did not believe that

extending the terms would impact the ability of Council Members to see long-term projects through to completion.

Old Business-

- Consideration of approval of fee rates for Jamestown Park & Golf Course- Sanderlin stated that Council had discussed the Golf Course fees and the use of dynamic pricing at the previous meeting. He proposed to increase the weekend green fee from \$27 to \$28, the senior/junior/ladies walk 9 green fee from \$7 to \$9, and the senior/junior/ladies walk 18 green fee from \$12 to \$14. He noted that the new rates would be effective on April 22nd if Council approved the changes.

Council Member Nixon made a motion to approve the changes to the fee rates effective April 22, 2019. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

Council Member Rayborn made a motion to approve the use of dynamic effective April 22, 2019. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Consideration of property donation from the City of High Point (107-115 Kingsdale Ct. parcel #158884) - Koonce stated that she had spoken with the attorney from the City of High Point about the removal of the reversionary clause. The attorney said that she would present the request to the City of High Point's Council and determine if they would be willing to remove the clause. Koonce stated that she would be able to give Council an answer at the May meeting, and Council could decide if they would like to accept or deny the property donation.

Council Member Wolfe made a motion to table the item until the May 21st Town Council meeting. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Public Hearings-

- **Public Hearing to consider staggering Town Council Member terms-** Cole stated that Council had discussed the possibility of staggering Town Council terms at a previous work session and their last two meetings. He said that there would not be a vote on the issue of staggering terms until the Regular Town Council meeting in May.

Mayor Montgomery opened the public hearing to anyone that would like to speak in favor of staggering Town Council terms.

Robert Frederick, 706 Ragsdale Rd. - Frederick stated that he was in favor of staggering Council terms. However, he would like for Council to have two year terms with elections every year. He noted that it would help with continuity and it would also keep elected officials responsible to the citizens.

Mayor Montgomery asked if there was anyone else that would like to speak in favor of staggering the terms. There was no one.

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

Robert Frederick, 706 Ragsdale Rd. - Frederick reiterated that he was in favor of staggering Council terms, but he thought the elections should be every year. He stated that he did not

believe continuity was an issue. He said that it was Town staff's responsibility to see projects through to completion, and that Council Members had to focus on the priorities of the citizens. He restated that he believed Council Members should serve two year terms.

Mayor Montgomery asked if anyone else would like to speak against staggering the terms. There was no one. Mayor Montgomery closed the public hearing and opened the floor to Council for discussion.

Council Member Capes asked if the Town had to pay to hold an election. Council Member Wolfe stated that the Town had to pay Guilford County in order to have an election.

Frederick attempted to speak to Council from the audience. Mayor Montgomery stated that Council Members had the floor to discuss the issue.

Council Member Wolfe said that she believed that there was a learning curve with new Council Members. She noted that continuity was a benefit to the citizens as well as to Town staff. She said that she did not see a negative in staggering the terms.

Council Member Capes stated that he thought that Council needed to plan for the future. He said that staggering terms was not about the current Council Members.

Council Member Rayborn highlighted that the Town Council consisted of volunteers. She noted that Council Members were not paid officials, and she believed that helped keep everyone honest. She stated that she had spoken to several citizens about the issue and they did not seem to have a problem with staggering the terms.

Council Member Nixon noted that two years goes by quickly, and she thought that staggered terms would be beneficial to future Council Members.

New Business-

- Proclamation recognizing Municipal Clerks Week- Mayor Montgomery presented the proclamation to McBride. She noted that Municipal Clerks week was May 5th-11th 2019. She thanked McBride for her service.

(Proclamation Municipal Clerks Week)

- Proclamation recognizing Public Works Week- Mayor Montgomery presented the proclamation to Blanchard. She highlighted that Public Works week was May 19th-May 25th 2019. She thanked Blanchard for all his hard work.

(Proclamation Public Works Week)

- Presentation of the 2019/2020 Preliminary Budget and Capital Improvement Plan (CIP) - Gallman gave an overview of the preliminary budget. She stated that there had been a few changes to the operating budget since she presented last month. She noted that the revenue distribution had been adjusted as a result of final numbers being slightly different than originally projected. She also stated that the General Fund had increased by about 4% and the Water/Sewer Fund had increased by about 10% in comparison to last year. The increase in the General Fund was directly related to

capital improvement items. The increase in the Water/Sewer Fund was mainly the result of the expense to paint the water tower. She noted that the 2019/2020 total of all funds showed a 6.46% increase from the 2018/2019 amended budget.

Gallman also stated that the proposed budget did not have a tax increase. It included a 2% Cost of Living Adjustment (COLA) and a potential 0-2% merit raise for staff. She said that staff had proposed to use \$623,000 from Fund Balance on capital improvement projects. Gallman stated that there was \$100,000 allocated for grants to non-profits. She also noted that staff had proposed to establish a Penny Road sidewalk capital project fund. She said that the budget included a water rate increase of 3.5% to match the cost to purchase water from the Piedmont Triad Regional Water Authority (PTRWA).

Gallman updated Council on the changes that had been made to the CIP. She also stated that she had gotten some estimates for the purchase and installation of a generator for Town Hall. She noted that it would cost about \$115,000.

Council Member Wolfe stated that she believed that the generator was necessary, but she was not sure if it should be considered a “must do” project. She noted that she had not anticipated that it would be that expensive. She suggested to lower the priority of the project and allow for Council to consider it in the upcoming years.

Council Members discussed removing the project from consideration for the 2019/2020 fiscal year. Council Members agreed to remove the project from the budget and reconsider in the next fiscal year.

Council Members discussed the details of the CIP with Gallman.

Council Member Capes asked if it would be possible to include the price of purchasing and installing a sound system in the Civic Center into the CIP. Council Members agreed that the installation of a sound system would be beneficial. Cole said that staff could research the price of sound system options and would present them to Council at the next meeting.

Council Member Rayborn also discussed the possibility of installing baseball lights at the sports fields with staff and Council.

- Request to set the Public Hearing date for the 2019/2020 Budget and CIP- Gallman requested that Council set a public hearing date for the 2019/2020 Budget and CIP for the May 21st Regular Town Council meeting.

Council Member Wolfe made a motion to set the public hearing date for the May 21st Regular Town Council meeting. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Recommendation to accept the lowest responsive, responsible bidder for the East Main Street Sidewalk Project- Blanchard stated that there had been a bid opening on April 11th for the project. However, there was a three bid requirement, and only one bid had been submitted. Staff did discuss ways to make the project more marketable and less costly with the prospective bidder. There had been some adjustments made as a result of the conversation. Blanchard noted that a

proposed re-bid date was May 9th and that the three bid minimum requirement would not apply. Blanchard said that he would update Council on the project at the May 21st meeting.

- Request to give the Town Manager authorization to enter into a contract with McAdams Company- Johnson stated that a Steering Committee had been appointed to assist with the selection of a consultant that would help create a strategic plan and update the Parks & Recreation Master Plan. He noted that the consultant that was selected was McAdams. He said that there was \$20,000 allocated for the project in the 2018/2019 budget and that staff was requesting an additional \$25,000 included in the 2019/2020 budget. He stated that the Steering Committee interviewed three consultant companies and had selected McAdams for the project. Johnson noted that their proposal was included in Council's packet. He said that he was requesting that Council grant authorization to the Town Manager and Finance Director to execute any contract documents necessary to begin the project.

There was discussion between Council Members and Johnson about McAdams and the details of the project.

Council Member Rayborn discussed the importance of public input when creating the strategic plan. She also spoke with staff about possible ways that Council Members could get involved and increase the amount of community engagement for the project.

Council Member Capes made a motion to grant authorization to the Town Manager and Finance Director to execute any pre-audited contract documents for the project. Council Member Nixon made a second to the motion. The motion passed by unanimous vote.

- Consideration of Resolution Opposing Senate Bill 367- Cole stated that North Carolina Senate Bill 367 was being considered by the state legislator. He noted that the League of Municipalities was encouraging towns to contact their state senator and request that they oppose the bill.

Council Member Wolfe stated that the League was urging towns to oppose the bill because it would remove the authority of towns to regulate the removal of trees. She noted that it could negatively impact the character of the community. She also stated that it could potentially restrict the ability of local officials to protect the rights of existing property owners from neighboring developments that could harm their property values.

Johnson noted that it would mostly impact the Town's authority to protect against development.

Council Member Rayborn asked if Council typically considered resolutions that took formal positions on potential laws. Council Members and staff agreed that the Town Council had done it in the past if it impacted the Town of Jamestown.

Council Member Wolfe made a motion to adopt the resolution in opposition of Senate Bill 367. Council Member Capes made a second to the motion. The motion passed by a 3 to 1 vote with Council Member Rayborn voting in opposition. Council Member Rayborn stated that she did not know enough about the history of Council taking a formal stand on legislation being considered in the General Assembly to approve the action.

(Resolution opposing Senate Bill 367)

Manager/Committee Reports-

- Manager Report- Cole presented his Manager's report to Council. He noted that the Litter Sweep would take place on April 27th and encouraged everyone to volunteer. He stated that the Oakdale Phase III Sidewalk plan would be ready to submit to NCDOT on April 26th. He also thanked Micah for helping Town staff on Arbor Day.
- Council Member Committee Reports-
 - Council Member Wolfe said that she was given an update on ongoing projects at the TAC meeting.
- High School Representative Report- Marston stated that Spring Break was coming up for students. He also noted that the starting quarterback at Ragsdale had committed to play for NC State. There was discussion about creating a schedule for Ragsdale's sporting events between Marston and Cole.

Public Comment-

- Charles Hinsley, 109 Winrow Dr. - Hinsley stated that it seemed that the argument for going from a two year to a four year term was based on preference. He did not think that there was an operational or administrative reason to extend the Council Member terms. Therefore, he did not believe that there was a strong or valid argument for the change.
- Robert Frederick, 706 Ragsdale Rd. - Frederick restated that there were elections every year. He said that having elections every year would not impact the budget.

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

The meeting ended at 8:10 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 Peace Officers Memorial Day & Police Week

AGENDA ITEM #: II-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

Proclamation observing the week of May 13th - May 19th as Police Week and May 15th as Peace Officers Memorial Day.

ATTACHMENTS: Proclamation observing Peace Officers Memorial Day and Police Week

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 consent agenda.

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

**PROCLAMATION
PEACE OFFICERS MEMORIAL DAY AND POLICE WEEK**

WHEREAS, The Congress and the President of the United States have designated May 15th as Peace Officers Memorial Day, and the week in which it falls as Police Week;

WHEREAS, The members of the Guilford County Sheriff's Department play an essential role in safeguarding the rights and freedoms of the citizens of the Town of Jamestown;

WHEREAS, It is important that all citizens know and understand the problems, duties, and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation;

WHEREAS, The Guilford County Sheriff's Department has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital service; and

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown call upon all citizens of the Town of Jamestown and upon all patriotic, civil, and educational organizations to observe the week of May 13th through May 19th, as Police Week with appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I FURTHER call upon all citizens of the Town of Jamestown to observe May 15th, as Peace Officers Memorial Day to honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

Adopted this the 21st day of May, 2019.

Mayor S. Lynn Montgomery

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation observing Memorial Day

AGENDA ITEM #: II-C



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

Proclamation declaring May 27th as Memorial Day in the Town of Jamestown and recognizing the brave men and women that fought and died defending the United States of America.

ATTACHMENTS: Proclamation observing Memorial Day

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
IN OBSERVANCE OF MEMORIAL DAY
MAY 2019**

WHEREAS, Since the founding of our nation, America's sons and daughters have given their lives in service to our country to defend our freedom and uphold our values;

WHEREAS, On Memorial Day, we pay tribute to those who have made the ultimate sacrifice to defend the United States and the principles upon which America was founded;

WHEREAS, Memorial Day represents one day of national awareness and reverence, honoring those Americans who died while defending our nation and our freedom. We mourn with the families and friends of those we have lost, and hope they find comfort in knowing their loved ones died with valor;

WHEREAS, It is our solemn duty as American citizens to remember and honor the brave men and women who have made the supreme sacrifice for the cause of freedom and the security of our Nation;

WHEREAS, The noble sacrifices of these service men and women will not be forgotten. Every life is a loss to loved ones, to our military and to our nation. Americans stand with families who grieve, and we share in their great sorrow and great pride; and

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, do hereby proclaim Monday, May 27, 2019 as Memorial Day in the Town of Jamestown and urge all citizens of the Town of Jamestown to pause on this special day of remembrance and honor all our fallen soldiers, their commitment to our country, and their legacy of patriotism, valor, and sacrifice. By giving their lives in the cause of freedom in this great country, the United States of America, these heroes protected and inspired all Americans.

Adopted this the 21st day of May, 2019

Mayor S. Lynn Montgomery
Town of Jamestown

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: Resolution recognizing Southwest Guilford's Championship Win

AGENDA ITEM #: II-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

Southwest Guilford High School's basketball team has won their second men's state championship in three years! The young men on the team have accomplished this achievement through hard work and determination. The Town of Jamestown wants to congratulate their coach, Guy Shavers, and all the players on the team.

ATTACHMENTS: Resolution recognizing Southwest Guilford High School's State Basketball Championship Win

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

**RESOLUTION RECOGNIZING
SOUTHWEST GUILFORD HIGH SCHOOL STATE BASKETBALL CHAMPIONSHIP WIN**

WHEREAS, Southwest Guilford's basketball team, under coach Guy Shavers and staff, is to be recognized and honored for their outstanding basketball season; and

WHEREAS, Southwest Guilford's basketball team has won the men's state championship title against Williams High School; and

WHEREAS, this is the second season that Southwest Guilford has won the state title in three years; and

WHEREAS, the excellent performance, dedication, and commitment of these young men, along with their coaching staff, have proven to be a source of admiration and inspiration to the citizens of the Town of Jamestown; and

WHEREAS, special commendation is due to the entire basketball team for their determination and unwavering support of their injured team captain, Christian Martin;

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, do hereby congratulate Southwest Guilford High School, its basketball team, its coaches, its athletic department and all people associated with the basketball team for this outstanding achievement.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown this 21st day of May 2019.

Mayor S. Lynn Montgomery



Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Reappointment of Jane Payne to Historic Preservation Commission

AGENDA ITEM #: II-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

The Guilford County Historic Preservation Commission's purpose is to safeguard the county's heritage by preserving property that embodies important elements of cultural, social, economic, political, and architectural history. The GCHPC also promotes the use and conservation of historic property for the education, enrichment and pleasure of the residents of the county and the state as a whole.

The jurisdictions of Guilford County, High Point, Jamestown, Gibsonville, Greensboro, Oak Ridge, and Whitsett established this Commission in 1980. Its primary purpose is to help preserve and protect Guilford County's unique architecture, rich history, and cultural heritage, and to provide historic preservation services to member jurisdictions.

Jane Payne has been Jamestown's representative on the GCHPC since April 2011. Her second term expired in April 2019. The Guilford County Board of Commissioners approved her reappointment at their March 21st meeting. Payne's new term is set to expire on March 31, 2023.

ATTACHMENTS: Letter from Guilford County Board of Commissioners confirming reappointment

RECOMMENDATION/ACTION NEEDED: Staff recommends Council approve the reappointment of Payne as Jamestown's representative

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Council Member makes a motion to approve/amend reappointment.

FOLLOW UP ACTION NEEDED: N/A



GUILFORD COUNTY
BOARD OF COUNTY COMMISSIONERS

P.O. Box 3427
GREENSBORO, NORTH CAROLINA 27402

TELEPHONE (336) 641-3383
FAX (336) 641-6833
www.myguilford.com

April 2, 2019

Ms. Jane Payne
Jamestown NC 27282

Dear Ms. Payne:

In official action at their 03/21/2019 meeting, the Guilford County Board of Commissioners appointed you to the Historic Preservation Commission. You will serve a term which will expire on 03/31/2023. By copy of this letter, I am notifying commission liaison, Leslie Bell, of your reappointment. You will be contacted soon regarding duties and meeting dates.

Congratulations on your reappointment. The Board of County Commissioners appreciates your willingness to serve your community. Your efforts make a difference in Guilford County.

Sincerely,

Scott Baillargeon, Deputy Clerk to the Board
Guilford County Board of Commissioners

cc: Leslie Bell

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Financial Analysis as of April 30, 2019

AGENDA ITEM #: II-F

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

Attached 3-page summary details the cash and debt balances of the Town as of April 30, 2019, as well as revenues and expenditures of each annual fund. Percentage of budget expended is shown for both revenues and expenditures. Capital project fund project-to-date amounts are also presented. (The revenues, expenditures, and budgets for these capital project funds are shown for the life of the projects).

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

Some items to note:

There was a new truck purchased for the golf maintenance department. A small drainage project was completed on the golf course.

A fence was installed at the water/sewer maintenance facility.

Connection to Greensboro water lines was made at Publix.

ATTACHMENTS: Financial Summary & Budget to Actual Report

RECOMMENDATION/ACTION NEEDED: None

BUDGETARY IMPACT: None

SUGGESTED MOTION: None

FOLLOW UP ACTION NEEDED: None

Town of Jamestown
 Financial Summary Report
 Cash Balances
 as of April 30, 2019

Petty Cash	\$	1,350
Operating Cash		3,649,828
Certificates of Deposit		1,000,000
Money Market Accounts - operating		766,203
North Carolina Capital Management Trust		<u>9,072,318</u>
	\$	<u>14,489,699</u>

Reservations of cash:

Cash reserved for Randleman Reservoir	\$	857,093
Cash reserved by Powell Bill for street improvements		562,360
General Capital Reserve Fund		125,347
East Fork Sidewalk Capital Project		935
Oakdale Sidewalk Phase III		116,522
Water Sewer Capital Reserve Fund		<u>1,080,173</u>
	\$	<u>2,742,430</u>

Cash by Fund:

General	\$	4,614,760
General Capital Reserve Fund		125,347
East Fork Sidewalk Capital Project		935
Oakdale Sidewalk Phase III		116,522
Water/Sewer		7,694,869
Randleman Reservoir		857,093
Water/Sewer Capital Reserve Fund		<u>1,080,173</u>
	\$	<u>14,489,699</u>

Cash by Bank:

NCCMT	\$	9,072,318
Pinnacle Bank		3,649,828
First Bank		1,504,121
Wells Fargo		3,788
BB & T		<u>258,294</u>
	\$	<u>14,488,349</u>

**Town of Jamestown
 Financial Summary Report
 Debt Balances
 as of April 30, 2019**

Installment Purchase Debt:	Balance at 4/30/2019	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Sanitation truck, financed in 2017	\$ 140,185	12/1/2023	2023/2024
Leaf truck, financed in 2017	143,310	12/1/2023	2023/2024
Sanitation truck, financed in 2015	35,463	3/17/2020	2019/2020
Golf Clubhouse Renovation	<u>583,343</u>	11/3/2027	2027/2028
	<u>\$ 902,301</u>		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	<u>\$ 437,488</u>	11/3/2027	2027/2028

Town of Jamestown
 Financial Summary Report
 Total Revenues & Expenditures by Fund
 as of April 30, 2019

	<u>General Fund (#10)</u>	<u>General Capital Reserve Fund (#11)</u>	<u>Water/Sewer Fund (#30)</u>	<u>Randleman Reservoir Fund (#60)</u>	<u>Water/Sewer Capital Reserve Fund (#61)</u>
Current Year Revenues (and transfers)	3,887,233	94,088	3,281,336	52,521	358,451
% of budget received	69%	100%	79%	43%	90%
% of budget, excluding appropriated fund balance, received	78%	100%	80%	113%	90%
Expenditures (and transfers)	3,154,543	40,894	2,318,866	61,119	-
% of budget expended	56%	44%	56%	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	-	-	176,715		
% of budget received	0%	0%	28%		
Life to Date Expenditures	59,065	-	60,256		
% of budget expended	5%	0%	9%		

10 GENERAL FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3100 AD VALOREM TAXES	6,160.30	1,990,756.84	2,002,527.00	11,770.16	99 %
3101 Interest on Ad Valorem Taxes	249.64	2,970.28	3,000.00	29.72	99 %
3102 Tax and Tag revenue	17,216.88	128,417.25	179,149.00	50,731.75	72 %
3103 Interest on Tax and Tag Revenues	131.92	992.45	1,250.00	257.55	79 %
3230 SALES AND USE TAX	47,810.64	375,612.18	615,000.00	239,387.82	61 %
3250 Solid Waste Disposal Tax	0.00	2,161.14	2,500.00	338.86	86 %
3256 ELECTRICITY SALES TAX	0.00	107,526.10	205,000.00	97,473.90	52 %
3257 TELECOMMUNICATIONS SALES TAX	0.00	21,409.30	48,000.00	26,590.70	45 %
3258 PIPED NATURAL GAS SALES TAX	0.00	5,503.10	17,000.00	11,496.90	32 %
3261 VIDEO PROGRAMMING TAX	0.00	22,806.98	40,000.00	17,193.02	57 %
3310 FEDERAL GRANTS	0.00	8,248.97	160,000.00	151,751.03	5 %
3311 STATE GRANTS	0.00	50,000.00	50,000.00	0.00	100 %
3312 GRANTS FROM GUILFORD COUNTY	0.00	55,500.00	55,500.00	0.00	100 %
3316 POWELL BILL	0.00	109,891.17	100,000.00	-9,891.17	110 %
3322 ALCOHOLIC BEVERAGES TAX	0.00	0.00	15,500.00	15,500.00	0 %
3325 ABC DISTRIBUTION	0.00	37,500.00	50,000.00	12,500.00	75 %
3341 Telecommunications Planning Fees	0.00	7,500.00	7,500.00	0.00	100 %
3343 REVIEW FEES	250.00	10,507.86	5,000.00	-5,507.86	210 %
3344 CODE ENFORCEMENT FEES	0.00	649.08	100.00	-549.08	649 %
3345 INSPECTION AND PERMIT FEES	0.00	249.48	300.00	50.52	83 %
3346 CELL TOWER FEES	4,085.73	40,657.30	91,200.00	50,342.70	45 %
3348 REFUSE COLLECTION FEES	13,590.00	135,490.00	160,500.00	25,010.00	84 %
3600 GREEN FEES	43,335.01	319,187.91	500,000.00	180,812.09	64 %
3601 Loyalty points redeemed	0.00	0.00	-8,500.00	-8,500.00	0 %
3610 MECHANICAL CART RENTALS	22,400.00	158,858.00	270,000.00	111,142.00	59 %
3611 Loyalty points redeemed	0.00	0.00	-4,000.00	-4,000.00	0 %
3620 PULL CART RENTALS	52.00	259.00	300.00	41.00	86 %
3650 DRIVING RANGE	4,241.00	31,366.00	50,000.00	18,634.00	63 %
3660 GOLF SHOP CONCESSIONS SALES	8,195.10	61,604.58	85,000.00	23,395.42	72 %
3661 Golf Shop Grill Catering Revenues	0.00	731.55	2,000.00	1,268.45	37 %
3665 Golf Special Orders - Sales	0.00	5,110.95	5,000.00	-110.95	102 %
3675 Golf Clubhouse Rental Fees	170.00	7,590.00	10,000.00	2,410.00	76 %
3831 INVESTMENT EARNINGS	7,598.39	66,963.63	70,000.00	3,036.37	96 %
3833 CONTRIBUTIONS AND DONATIONS	0.00	1,218.49	1,000.00	-218.49	122 %
3834 CIVIC CENTER RENTAL FEES	300.00	1,290.00	1,000.00	-290.00	129 %
3835 SALES OF FIXED ASSETS	0.00	25,000.00	0.00	-25,000.00	** %
3836 SALES - PRO SHOP GOLF INVENTORY	3,983.65	29,388.55	55,000.00	25,611.45	53 %
3837 SHELTER RENTS	700.00	5,420.00	13,000.00	7,580.00	42 %
3838 Building lease revenue	125.00	4,111.00	3,611.00	-500.00	114 %
3839 MISCELLANEOUS REVENUES	399.81	2,077.11	500.00	-1,577.11	415 %
3840 Rental Golf Sets	270.00	1,165.00	300.00	-865.00	398 %
3841 Ball Field Rentals	0.00	300.00	0.00	-300.00	** %
3910 Insurance Recoveries	0.00	10,147.80	8,743.00	-1,404.80	116 %
3983 TRANSFER FROM GENERAL CAPITAL RESERVE FUND	0.00	40,893.81	81,500.00	40,606.19	50 %
3990 POWELL BILL RESERVE APPROPRIATED	0.00	0.00	309,400.00	309,400.00	0 %
3991 FUND BALANCE APPROPRIATED	0.00	0.00	390,289.00	390,289.00	0 %
Account Group Total:	181,265.07	3,887,232.86	5,653,169.00	1,765,936.14	69 %
Fund Total:	181,265.07	3,887,232.86	5,653,169.00	1,765,936.14	69 %

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
4100	GOVERNING BODY EXPENDITURES						
1019	PROFESSIONAL SERVICES	1,502.50	12,268.29	14,731.71	27,000.00	28,000.00	1,000.00
2100	DEPARTMENT SUPPLIES	851.50	1,458.13	0.00	1,458.13	2,000.00	541.87
2200	FOOD AND PROVISIONS	64.00	1,174.06	0.00	1,174.06	1,500.00	325.94
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	100.00	100.00
3100	TRAVEL	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	85.00	0.00	85.00	1,500.00	1,415.00
3200	COMMUNICATIONS	0.00	0.00	0.00	0.00	150.00	150.00
3700	ADVERTISING	66.25	404.00	0.00	404.00	575.00	171.00
3800	DATA PROCESSING SERVICES	46.90	140.70	159.30	300.00	300.00	0.00
3950	DUES AND SUBSCRIPTIONS	0.00	1,725.00	0.00	1,725.00	3,500.00	1,775.00
3955	Permit Fees	800.00	800.00	0.00	800.00	800.00	0.00
3980	MISCELLANEOUS EXPENSE	0.00	204.00	0.00	204.00	250.00	46.00
4990	OTHER CONTRACTED SERVICES	0.00	3,000.00	0.00	3,000.00	6,000.00	3,000.00
6900	Non-profit Grants	0.00	0.00	0.00	0.00	0.00	0.00
6910	LIBRARY GRANT	13,650.00	116,302.74	0.00	116,302.74	116,500.00	197.26
6920	HISTORIC JAMESTOWN GRANT	0.00	9,500.00	0.00	9,500.00	9,500.00	0.00
6930	YMCA GRANT	0.00	22,350.00	0.00	22,350.00	22,350.00	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	700.00	700.00
	Account Total:	16,981.15	169,411.92	14,891.01	184,302.93	199,725.00	15,422.07
4200	ADMINISTRATION EXPENDITURES						
1000	SALARIES AND WAGES	18,546.00	193,539.27	0.00	193,539.27	242,000.00	48,460.73
1003	LONGEVITY PAY	0.00	3,771.00	0.00	3,771.00	4,000.00	229.00
1009	FICA EXPENSE	1,359.99	14,520.94	0.00	14,520.94	19,000.00	4,479.06
1010	RETIREMENT EXPENSE	1,426.84	15,195.05	0.00	15,195.05	20,000.00	4,804.95
1011	HEALTH INSURANCE EXPENSE	1,734.90	17,061.00	0.00	17,061.00	22,000.00	4,939.00
1012	FLEX ADMINISTRATION FEES	13.00	194.51	0.00	194.51	200.00	5.49
1013	RETIREE HEALTH INSURANCE EXPENSE	524.95	5,359.58	0.00	5,359.58	10,800.00	5,440.42
1014	WORKER'S COMPENSATION	0.00	667.92	0.00	667.92	1,000.00	332.08
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	250.00	250.00
1016	Wellness Program Expenditures	0.00	0.00	0.00	0.00	500.00	500.00
1017	401K EXPENSE	821.03	8,564.57	0.00	8,564.57	10,800.00	2,235.43
1019	PROFESSIONAL SERVICES	0.00	11,475.80	0.00	11,475.80	12,126.00	650.20
2100	DEPARTMENT SUPPLIES	56.98	707.98	0.00	707.98	1,700.00	992.02
2200	FOOD AND PROVISIONS	0.00	514.36	0.00	514.36	750.00	235.64
2600	OFFICE SUPPLIES	30.45	1,052.11	0.00	1,052.11	2,500.00	1,447.89
2900	ASSETS NOT CAPITALIZED	0.00	576.42	0.00	576.42	1,000.00	423.58
3100	TRAVEL	272.40	2,438.19	0.00	2,438.19	4,000.00	1,561.81
3150	CONFERENCE FEES AND SCHOOLS	75.00	2,512.00	0.00	2,512.00	9,000.00	6,488.00
3200	COMMUNICATIONS	556.61	5,274.44	900.56	6,175.00	6,500.00	325.00
3400	PRINTING	0.00	100.83	0.00	100.83	500.00	399.17
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	300.00	300.00
3800	DATA PROCESSING SERVICES	829.49	8,944.34	6,155.66	15,000.00	15,000.00	0.00
3950	DUES AND SUBSCRIPTIONS	659.50	7,455.45	0.00	7,455.45	9,000.00	1,544.55
3960	BANK AND MERCHANT FEES	0.00	6.00	0.00	6.00	2,000.00	1,994.00
3980	MISCELLANEOUS EXPENSE	0.00	171.92	0.00	171.92	500.00	328.08
4300	EQUIPMENT RENTAL	211.44	2,069.29	381.02	2,450.31	3,000.00	549.69
4400	SERVICE & MAINTENANCE CONTRACTS	0.00	7,952.95	610.35	8,563.30	11,000.00	2,436.70

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
4500	INSURANCE AND BONDING	750.00	750.00	0.00	750.00	1,000.00	250.00
4990	OTHER CONTRACTED SERVICES	843.40	19,577.75	57.46	19,834.71	26,500.00	6,965.79
5200	DATA PROCESSING EQUIPMENT	0.00	4,950.00	0.00	4,950.00	5,000.00	50.00
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	0.00	0.00
Account Total:		28,712.06	335,303.17	11,105.05	346,408.22	444,926.00	98,517.78
4900 PLANNING DEPARTMENT EXPENDITURES							
1000	SALARIES AND WAGES	6,652.00	69,705.62	0.00	69,705.62	67,000.00	17,294.38
1003	LONGEVITY PAY	0.00	2,161.00	0.00	2,161.00	2,250.00	69.00
1009	FICA EXPENSE	466.35	5,071.70	0.00	5,071.70	7,000.00	1,928.30
1010	RETIREMENT EXPENSE	520.16	5,619.92	0.00	5,619.92	7,000.00	1,380.08
1011	HEALTH INSURANCE EXPENSE	578.40	5,667.00	0.00	5,667.00	7,050.00	1,383.00
1012	FLEX ADMINISTRATION FEES	6.00	92.08	0.00	92.08	110.00	17.92
1014	WORKER'S COMPENSATION	0.00	133.59	0.00	133.59	200.00	66.41
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	200.00	200.00
1017	401K EXPENSE	299.30	3,130.04	0.00	3,130.04	4,000.00	869.96
1019	PROFESSIONAL SERVICES	0.00	126.58	0.00	126.58	127.00	0.42
2100	DEPARTMENT SUPPLIES	10.50	600.72	0.00	600.72	750.00	149.28
2200	FOOD AND PROVISIONS	0.00	10.00	0.00	10.00	200.00	190.00
2500	VEHICLE SUPPLIES	0.00	652.72	0.00	652.72	750.00	97.28
2520	FUELS - GAS & OIL	0.00	0.00	500.00	500.00	750.00	250.00
2600	OFFICE SUPPLIES	40.27	50.61	0.00	50.61	1,000.00	949.39
2900	ASSETS NOT CAPITALIZED	0.00	649.00	0.00	649.00	900.00	251.00
3100	TRAVEL	0.00	228.33	0.00	228.33	850.00	621.67
3150	CONFERENCE FEES AND SCHOOLS	0.00	1,470.00	0.00	1,470.00	2,500.00	1,030.00
3200	COMMUNICATIONS	166.65	1,667.35	239.85	1,907.20	2,000.00	92.80
3400	PRINTING	0.00	0.00	0.00	0.00	0.00	0.00
3500	REPAIRS AND MAINTENANCE	0.00	35.00	0.00	35.00	250.00	195.00
3700	ADVERTISING	0.00	611.30	0.00	611.30	1,500.00	888.70
3800	DATA PROCESSING SERVICES	295.69	2,733.39	306.61	3,100.00	3,375.00	275.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	108.00	0.00	108.00	100.00	-8.00
3950	DUES AND SUBSCRIPTIONS	0.00	1,746.00	0.00	1,746.00	2,000.00	254.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
4400	SERVICE & MAINTENANCE CONTRACTS	0.00	350.00	0.00	350.00	400.00	50.00
4500	INSURANCE AND BONDING	0.00	270.64	0.00	270.64	300.00	29.36
4990	OTHER CONTRACTED SERVICES	0.00	653.04	0.00	653.04	2,000.00	1,316.96
4991	Telecommunications Contracted	0.00	7,500.00	0.00	7,500.00	7,500.00	0.00
4995	ENGINEERING FEES NOT CAPITALIZED	0.00	0.00	0.00	0.00	225.00	225.00
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:		9,035.28	111,173.63	2,046.46	113,220.09	143,287.00	30,066.91
5000 BUILDING & GROUNDS EXPENDITURES							
2100	DEPARTMENT SUPPLIES	643.12	4,371.66	403.90	4,775.56	7,000.00	2,224.44
2140	SEED and SOIL	0.00	0.00	0.00	0.00	500.00	500.00
2141	CHEMICALS	453.25	453.25	30.75	484.00	500.00	16.00
2142	FERTILIZER AND LIME	340.00	340.00	110.00	450.00	500.00	50.00
2144	MULCH & PINE NEEDLES	0.00	0.00	0.00	0.00	2,500.00	2,500.00
2400	CONSTRUCTION & REPAIR SUPPLIES	36.81	36.81	0.00	36.81	1,000.00	963.19
2900	ASSETS NOT CAPITALIZED	2,115.92	2,500.50	0.00	2,500.51	2,500.00	-0.51

Small equipment, lights for new sign at
Town Hall

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10 GENERAL FUND

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3200 COMMUNICATIONS	188.08	1,462.69	497.31	1,960.00	2,000.00	40.00
3300 UTILITIES	2,222.06	18,927.93	2,212.10	21,140.03	28,000.00	6,859.97
3350 Water Utilities	20.80	204.96	0.00	204.96	400.00	195.04
3500 REPAIRS AND MAINTENANCE	0.00	10,908.81	59.00	10,967.81	17,500.00	6,532.19
3940 LANDFILL FEES/DUMPSTER P/U	223.19	223.19	276.81	500.00	500.00	0.00
3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4400 SERVICE & MAINTENANCE CONTRACTS	1,775.00	21,895.05	4,410.00	26,305.05	32,000.00	5,694.95
4500 INSURANCE AND BONDING	0.00	22,553.37	0.00	22,553.37	25,000.00	2,446.63
4990 OTHER CONTRACTED SERVICES	50.00	19,019.50	2,500.00	21,519.50	23,000.00	1,480.50
5000 Capital Outlay - Land	0.00	0.00	0.00	0.00	4,500.00	4,500.00
5700 CAPITAL OUTLAY - LAND AND	0.00	0.00	0.00	0.00	25,000.00	25,000.00
9700 CONTINGENCY	0.00	0.00	0.00	0.00	4,000.00	4,000.00
Account Total:	8,068.23	102,897.73	10,499.87	113,397.60	176,900.00	63,502.40
5100 PUBLIC SAFETY EXPENDITURES						
4910 SHERIFF CONTRACT	0.00	155,366.70	0.00	155,366.70	170,000.00	214,633.30
4911 Sheriff Off Duty - Town events	460.00	1,842.00	0.00	1,842.00	2,904.00	1,062.00
4912 Sheriff off-duty for non-profit	0.00	1,154.00	0.00	1,154.00	2,096.00	942.00
4920 ANIMAL CONTRL CONTRACT	2,059.25	6,177.75	0.00	6,177.75	9,000.00	2,822.25
Account Total:	2,519.25	164,540.45	0.00	164,540.45	384,000.00	219,459.55
5300 FIRE EXPENSES						
3956 Fire Inspection Fees	300.00	1,407.50	0.00	1,407.50	6,400.00	4,992.50
3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
4900 PINECROFT SEDGEFIELD FIRE CONTRACT	131,897.62	527,590.48	0.00	527,590.48	527,600.00	9.52
5500 CAPITAL OUTLAY EQUIPMENT	0.00	5,135.80	0.00	5,135.80	17,200.00	12,064.20
9700 CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:	132,197.62	534,133.78	0.00	534,133.78	552,400.00	18,266.22
5600 STREET MAINTENANCE EXPENDITURES						
2100 DEPARTMENT SUPPLIES	295.02	4,820.60	0.00	4,820.60	5,000.00	179.40
2400 CONSTRUCTION & REPAIR SUPPLIES	156.57	2,568.20	2,134.00	4,702.20	6,000.00	1,297.80
2500 VEHICLE SUPPLIES	0.00	1,353.91	0.00	1,353.91	5,000.00	3,646.09
2520 FUELS - GAS & OIL	0.00	0.00	2,500.00	2,500.00	2,500.00	0.00
2900 ASSETS NOT CAPITALIZED	0.00	5,864.00	0.00	5,864.00	40,000.00	34,136.00
3300 UTILITIES	12,383.83	65,742.41	0.00	65,742.41	105,000.00	39,257.59
3500 REPAIRS AND MAINTENANCE	0.00	0.00	1,100.00	1,100.00	4,645.00	3,545.00
3700 ADVERTISING	489.60	2,619.70	0.00	2,619.70	3,400.00	780.30
3940 LANDFILL FEES/DUMPSTER P/U	352.47	352.47	0.00	352.47	350.00	-2.47
3955 Permit Fees	0.00	1,055.00	0.00	1,055.00	1,055.00	0.00
3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	100.00	100.00
4500 INSURANCE AND BONDING	0.00	1,082.56	0.00	1,082.56	1,200.00	117.44
4980 STORMWATER FEES	0.00	5,000.00	0.00	5,000.00	5,000.00	0.00
4990 OTHER CONTRACTED SERVICES	0.00	0.00	2,174.00	2,174.00	35,174.00	33,000.00
4995 ENGINEERING FEES NOT CAPITALIZED	0.00	21,400.00	0.00	21,400.00	21,650.00	250.00
5700 CAPITAL OUTLAY - LAND AND	0.00	2,750.00	4,250.00	7,000.00	208,815.00	201,815.00
9700 CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:	13,677.49	114,608.85	12,158.00	126,766.85	444,889.00	318,122.15

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5700 POWELL BILL							
1000	SALARIES AND WAGES	0.00	5,926.02	0.00	5,926.02	12,000.00	6,073.98
1009	FICA EXPENSE	0.00	447.57	0.00	447.57	1,200.00	752.43
1010	RETIREMENT EXPENSE	0.00	463.41	0.00	463.41	1,200.00	736.59
2100	DEPARTMENT SUPPLIES	0.00	177.60	0.00	177.60	6,000.00	5,822.40
4990	OTHER CONTRACTED SERVICES	0.00	2,990.00	315,686.66	318,676.66	319,000.00	323.34
5700	CAPITAL OUTLAY - LAND AND	0.00	0.00	0.00	0.00	120,000.00	120,000.00
	Account Total:	0.00	10,004.60	315,686.66	325,691.26	459,400.00	133,708.74
5800 SANITATION EXPENDITURES							
1000	SALARIES AND WAGES	6,739.07	71,784.21	0.00	71,784.21	98,000.00	26,215.79
1003	LONGEVITY PAY	0.00	793.00	0.00	793.00	1,000.00	207.00
1009	FICA EXPENSE	497.83	5,242.71	0.00	5,242.71	7,600.00	2,357.29
1010	RETIREMENT EXPENSE	528.96	5,669.21	0.00	5,669.21	8,000.00	2,310.79
1011	HEALTH INSURANCE EXPENSE	1,739.11	15,923.83	0.00	15,923.83	23,000.00	7,076.17
1012	FLEX ADMINISTRATION FEES	8.00	130.78	0.00	130.78	400.00	269.22
1013	RETIREE HEALTH INSURANCE EXPENSE	561.70	4,493.60	0.00	4,493.60	9,000.00	4,506.40
1014	WORKER'S COMPENSATION	0.00	9,295.63	0.00	9,295.63	13,500.00	4,204.37
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	250.00	250.00
1017	401K EXPENSE	303.04	3,168.78	0.00	3,168.78	4,300.00	1,131.22
1019	PROFESSIONAL SERVICES	0.00	296.00	0.00	296.00	296.00	0.00
2100	DEPARTMENT SUPPLIES	275.18	7,622.58	0.00	7,622.58	13,200.00	5,577.42
2500	VEHICLE SUPPLIES	97.96	3,973.73	0.00	3,973.73	8,500.00	4,526.27
2520	FUELS - GAS & OIL	1,468.31	12,941.70	3,656.61	16,498.31	18,000.00	1,501.69
3200	COMMUNICATIONS	101.02	1,217.18	433.43	1,650.61	2,000.00	349.39
3400	PRINTING	0.00	420.00	0.00	420.00	1,000.00	580.00
3500	REPAIRS AND MAINTENANCE	555.49	3,784.35	0.00	3,784.35	4,800.00	1,015.65
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	728.00	134.00	862.00	900.00	38.00
3940	LANDFILL FEES/DUMPSTER P/U	4,243.14	39,191.10	15,808.90	55,000.00	60,000.00	5,300.00
3945	Recycle Fees	8,100.00	72,122.40	16,200.00	88,322.40	92,000.00	3,677.60
3980	MISCELLANEOUS EXPENSE	0.00	279.58	0.00	279.58	500.00	220.42
4300	EQUIPMENT RENTAL	0.00	881.76	0.00	881.76	900.00	18.24
4500	INSURANCE AND BONDING	0.00	1,623.84	0.00	1,623.84	1,800.00	176.16
9700	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
	Account Total:	25,218.81	261,503.97	36,232.94	297,736.91	368,946.00	71,209.09
6200 RECREATION EXPENDITURES							
1000	SALARIES AND WAGES	7,907.19	76,639.19	0.00	76,639.19	101,500.00	24,860.81
1003	LONGEVITY PAY	0.00	1,900.00	0.00	1,900.00	2,200.00	300.00
1009	FICA EXPENSE	598.77	5,956.29	0.00	5,956.29	8,500.00	2,543.71
1010	RETIREMENT EXPENSE	560.64	5,612.72	0.00	5,612.72	7,500.00	1,887.28
1011	HEALTH INSURANCE EXPENSE	1,294.95	12,042.80	0.00	12,042.80	16,000.00	3,957.20
1012	FLEX ADMINISTRATION FEES	7.00	100.43	0.00	100.43	100.00	-0.43
1014	WORKER'S COMPENSATION	0.00	3,005.65	0.00	3,005.65	4,500.00	1,494.35
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	400.00	400.00
1017	401K EXPENSE	321.50	3,126.30	0.00	3,126.30	4,200.00	1,073.70
1019	PROFESSIONAL SERVICES	0.00	246.80	0.00	246.80	247.00	0.20
2100	DEPARTMENT SUPPLIES	1,848.99	6,120.90	32.56	6,153.46	8,000.00	1,846.54
2140	SEED and SOD	0.00	432.00	0.00	432.00	1,500.00	1,068.00
2141	CHEMICALS	1,690.50	2,315.19	132.00	2,447.19	5,500.00	3,052.81
2142	FERTILIZER AND LIME	0.00	874.25	720.00	1,594.25	5,000.00	3,405.75

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2143	IRRIGATION SUPPLIES	0.00	37.20	0.00	37.20	800.00	762.80
2144	MULCH & PINE NEEDLES	257.00	2,627.40	0.00	2,627.40	6,000.00	3,372.60
2145	TOPSOIL (Sand)	0.00	0.00	0.00	0.00	1,500.00	1,500.00
2200	FOOD AND PROVISIONS	71.66	91.66	0.00	91.66	300.00	208.34
2400	CONSTRUCTION & REPAIR SUPPLIES	586.33	1,830.29	0.00	1,830.29	6,100.00	4,269.71
2500	VEHICLE SUPPLIES	0.00	388.84	0.00	388.84	500.00	111.16
2520	FUELS - GAS & OIL	66.90	66.90	5,000.00	5,066.90	5,000.00	-66.90
2550	EQUIPMENT SUPPLIES	171.23	1,041.07	0.00	1,041.07	4,000.00	2,958.93
2600	OFFICE SUPPLIES	8.99	81.02	0.00	81.02	500.00	418.98
2900	ASSETS NOT CAPITALIZED	0.00	2,500.00	0.00	2,500.00	2,500.00	0.00
3100	TRAVEL	0.00	90.10	0.00	90.10	250.00	159.90
3150	CONFERENCE FEES AND SCHOOLS	0.00	560.00	0.00	560.00	700.00	120.00
3200	COMMUNICATIONS	148.46	897.78	106.29	1,004.07	1,650.00	645.93
3300	UTILITIES	766.02	10,496.19	0.00	10,496.19	14,000.00	3,503.81
3350	Water Utilities	40.40	212.10	0.00	212.10	650.00	437.90
3500	REPAIRS AND MAINTENANCE	0.00	391.15	0.00	391.15	2,500.00	2,108.85
3700	ADVERTISING	33.24	33.24	0.00	33.24	1,000.00	966.76
3710	Sponsorship expenditures	0.00	34.50	0.00	34.50	100.00	65.50
3800	DATA PROCESSING SERVICES	0.00	0.00	120.00	120.00	120.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	268.00	232.00	500.00	500.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	308.22	308.22	391.78	700.00	700.00	0.00
3950	DUES AND SUBSCRIPTIONS	0.00	175.00	0.00	175.00	250.00	75.00
3980	MISCELLANEOUS EXPENSE	0.00	125.00	0.00	125.00	500.00	375.00
3981	Special Events	1,425.00	8,955.00	705.00	9,660.00	12,000.00	2,340.00
4300	EQUIPMENT RENTAL	145.42	1,700.02	290.84	1,990.86	2,000.00	9.14
4400	SERVICE & MAINTENANCE CONTRACTS	185.00	2,249.99	370.00	2,619.99	2,700.00	60.01
4500	INSURANCE AND BONDING	0.00	1,804.27	0.00	1,804.27	2,000.00	195.73
4990	OTHER CONTRACTED SERVICES	75.00	8,566.75	19,775.00	28,341.75	28,354.00	12.25
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	10,000.00	0.00	10,000.00	10,000.00	0.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	150.00	150.00
Account Total:		18,518.41	173,924.21	27,875.47	201,799.68	272,471.00	70,671.32
6300	GOLF COURSE MAINTENANCE						
1000	SALARIES AND WAGES	21,690.66	230,172.33	0.00	230,172.33	292,000.00	61,827.67
1003	LONGEVITY PAY	0.00	5,705.00	0.00	5,705.00	5,800.00	95.00
1009	FICA EXPENSE	1,600.87	17,456.48	0.00	17,456.48	24,000.00	6,543.52
1010	RETIREMENT EXPENSE	1,636.91	17,657.64	0.00	17,657.64	23,000.00	5,342.36
1011	HEALTH INSURANCE EXPENSE	3,331.45	32,883.31	0.00	32,883.31	42,000.00	9,116.69
1012	FLEX ADMINISTRATION FEES	11.00	174.82	0.00	174.82	300.00	125.18
1013	RETIREE HEALTH INSURANCE EXPENSE	129.38	1,293.73	0.00	1,293.73	6,000.00	4,706.27
1014	WORKER'S COMPENSATION	0.00	5,956.03	0.00	5,956.03	6,000.00	43.97
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	500.00	500.00
1017	401K EXPENSE	940.78	9,876.76	0.00	9,876.76	12,400.00	2,523.24
1019	PROFESSIONAL SERVICES	0.00	677.50	0.00	677.50	678.00	0.50
2100	DEPARTMENT SUPPLIES	200.86	6,344.55	0.00	6,344.55	7,000.00	655.45
2140	SEED and SOD	0.00	1,032.00	0.00	1,032.00	3,500.00	2,468.00
2141	CHEMICALS	13,747.50	32,807.78	840.40	33,648.18	34,000.00	351.82
2142	FERTILIZER AND LIME	5,175.00	15,116.57	6,480.00	21,596.57	29,500.00	7,903.43
2143	IRRIGATION SUPPLIES	474.00	2,729.61	0.00	2,729.61	5,900.00	3,170.39
2145	TOPSOIL (Sand)	0.00	4,074.39	1,950.00	6,024.39	15,000.00	8,975.61
2155	TEE AND GREEN SUPPLIES	0.00	1,658.92	0.00	1,658.92	3,000.00	1,341.08

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2200	FOOD AND PROVISIONS	0.00	112.99	0.00	112.99	100.00	-12.99
2400	CONSTRUCTION & REPAIR SUPPLIES	2,888.75	3,810.33	1,426.08	5,736.39	5,850.00	113.61
2500	VEHICLE SUPPLIES	174.97	509.49	0.00	509.49	1,500.00	990.51
2520	FUELS - GAS & OIL	1,237.54	15,910.62	4,783.99	20,694.61	20,000.00	-694.61
2550	EQUIPMENT SUPPLIES	1,546.16	13,529.70	0.00	13,529.70	15,500.00	1,970.30
2600	OFFICE SUPPLIES	0.00	292.67	0.00	292.67	200.00	-92.67
2900	ASSETS NOT CAPITALIZED	0.00	1,136.25	0.00	1,136.25	3,150.00	2,013.75
3100	TRAVEL	0.00	258.76	0.00	258.76	1,000.00	741.24
3150	CONFERENCE FEES AND SCHOOL	0.00	355.00	0.00	355.00	1,500.00	1,145.00
3200	COMMUNICATIONS	573.61	3,605.48	929.52	4,535.00	5,200.00	665.00
3300	UTILITIES	1,529.33	15,195.53	593.33	15,788.83	19,000.00	3,211.17
3350	Water Utilities	40.40	212.10	0.00	212.10	650.00	437.90
3500	REPAIRS AND MAINTENANCE	0.00	7,338.32	1,505.27	8,843.59	11,689.00	2,845.41
3700	ADVERTISING	0.00	0.00	0.00	0.00	500.00	500.00
3800	DATA PROCESSING SERVICES	74.72	768.64	261.36	1,030.00	1,050.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	591.00	609.00	1,200.00	1,200.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	128.87	2,663.18	0.00	2,663.18	3,800.00	1,136.82
3950	DUES AND SUBSCRIPTIONS	425.00	1,634.99	0.00	1,634.99	1,700.00	65.01
3980	MISCELLANEOUS EXPENSE	0.00	38.28	0.00	38.28	0.00	38.28
4200	EQUIPMENT RENTAL	7,176.66	51,163.03	5,091.12	56,274.15	56,100.00	-174.15
4400	SERVICE & MAINTENANCE CONTRACTS	850.00	3,846.48	0.00	3,846.48	3,850.00	3.52
4500	INSURANCE AND BONDING	0.00	10,825.62	0.00	10,825.62	12,000.00	1,174.38
4950	LAB TESTING	0.00	295.00	0.00	295.00	400.00	105.00
4990	OTHER CONTRACTED SERVICES	1,102.00	1,973.00	0.00	1,973.00	5,000.00	3,027.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	27,051.83	27,051.83	0.00	27,051.83	27,075.00	23.17
5500	CAPITAL OUTLAY EQUIPMENT	0.00	5,516.00	0.00	5,516.00	5,516.00	0.00
5700	CAPITAL OUTLAY - LAND AND	0.00	0.00	0.00	0.00	24,259.00	24,259.00
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	2,200.00	2,200.00	590,000.00	587,800.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:		93,717.77	554,311.71	27,170.02	581,481.73	1,328,367.00	746,885.27
6301	GOLF SHCP EXPENDITURES						
1000	SALARIES AND WAGES	14,334.96	145,521.71	0.00	145,521.71	157,500.00	41,978.29
1003	LONGEVITY PAY	0.00	1,205.00	0.00	1,205.00	1,250.00	45.00
1009	FICA EXPENSE	1,104.09	11,108.95	0.00	11,108.95	15,000.00	3,891.05
1010	RETIREMENT EXPENSE	724.40	7,901.43	0.00	7,901.43	10,000.00	2,098.57
1011	HEALTH INSURANCE EXPENSE	1,734.99	17,061.00	0.00	17,061.00	22,000.00	4,939.00
1012	FLEX ADMINISTRATION FEES	3.00	46.05	0.00	46.05	55.00	8.95
1013	RETIREE HEALTH INSURANCE EXPENSE	0.00	1,539.66	0.00	1,539.66	6,000.00	4,460.34
1014	WORKER'S COMPENSATION	0.00	1,335.84	0.00	1,335.84	2,000.00	664.16
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	2,000.00	2,000.00
1017	401K EXPENSE	416.84	4,360.58	0.00	4,360.58	5,450.00	1,089.42
1019	PROFESSIONAL SERVICES	0.00	302.32	0.00	302.32	303.00	0.68
2100	DEPARTMENT SUPPLIES	871.00	5,536.50	1,348.14	7,184.64	10,700.00	3,515.36
2101	Grill Supplies	157.01	1,534.44	4,084.01	5,638.45	7,500.00	1,861.55
2150	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
2156	RANGE SUPPLIES	134.85	2,609.88	0.00	2,609.88	4,000.00	1,390.12
2160	TOURNAMENT SUPPLIES and PRIZES	0.00	0.00	0.00	0.00	100.00	100.00
2200	FOOD AND PROVISIONS	0.00	30.00	0.00	30.00	350.00	320.00
2400	CONSTRUCTION & REPAIR SUPPLIES	30.44	840.56	0.00	840.56	1,000.00	159.44
2500	VEHICLE SUPPLIES	0.00	30.97	0.00	30.97	500.00	469.03

drainage project

New truck

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10 GENERAL FUND

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2520 FUELS - GAS & OIL	0.00	0.00	500.00	500.00	500.00	0.00
2600 OFFICE SUPPLIES	119.08	408.06	0.00	408.06	1,500.00	1,091.94
2700 GOLF INVENTORY FOR RESALE	4,231.85	17,477.94	11,497.15	28,975.09	38,000.00	9,024.91
2705 Golf Special Orders - Purchases	0.00	3,880.31	0.00	3,880.31	5,500.00	1,619.69
2710 CONCESSION INVENTORY RESALE	2,613.13	18,498.70	7,337.30	25,836.00	45,000.00	19,164.00
2715 Food purchased not in inventory	1,568.62	8,150.00	5,350.00	13,500.00	20,500.00	7,000.00
2900 ASSETS NOT CAPITALIZED	0.00	779.59	0.00	779.59	5,000.00	4,220.41
3100 TRAVEL	0.00	0.00	0.00	0.00	500.00	500.00
3150 CONFERENCE FEES AND SCHOOLS	0.00	265.00	0.00	265.00	1,000.00	735.00
3200 COMMUNICATIONS	890.36	7,910.73	1,639.27	9,550.00	10,500.00	950.00
3300 UTILITIES	1,147.30	10,586.61	680.57	11,267.18	13,500.00	2,232.82
3350 Water Utilities	40.40	212.10	0.00	212.10	500.00	287.90
3500 REPAIRS AND MAINTENANCE	0.00	1,702.96	39.00	1,741.96	4,000.00	2,258.04
3700 ADVERTISING	60.40	4,017.00	3,021.00	7,038.00	15,000.00	7,962.00
3800 DATA PROCESSING SERVICES	589.28	5,865.36	834.64	6,700.00	7,100.00	400.00
3900 DRUG TESTING & BACKGROUND CHECKS	0.00	478.00	1,522.00	2,000.00	2,000.00	0.00
3940 LANDFILL FEES/DUMPSTER P/U	119.88	2,552.24	0.00	2,552.24	3,600.00	1,047.76
3950 DUES AND SUBSCRIPTIONS	0.00	689.98	0.00	689.98	600.00	-89.98
3955 Permit Fees	100.00	100.00	0.00	100.00	200.00	100.00
3960 BANK AND MERCHANT FEES	946.50	9,837.22	6,732.49	16,569.71	20,000.00	3,430.29
3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	250.00	250.00
4300 EQUIPMENT RENTAL	146.81	1,501.81	793.62	2,295.43	2,500.00	204.57
4310 GOLF CART RENTALS	5,327.28	49,284.12	15,981.84	65,265.96	65,800.00	534.04
4311 SALES AND USE TAX PAID	1,581.05	10,316.79	0.00	10,316.79	20,000.00	9,683.21
4400 SERVICE & MAINTENANCE CONTRACTS	942.68	9,439.12	2,277.04	11,716.16	13,000.00	1,283.84
4500 INSURANCE AND BONDING	0.00	11,177.12	0.00	11,177.12	12,000.00	822.88
4990 OTHER CONTRACTED SERVICES	232.50	783.50	0.00	783.50	3,000.00	2,216.50
9700 CONTINGENCY	0.00	0.00	0.00	0.00	300.00	300.00
Account Total:	40,168.64	377,199.15	63,638.07	440,837.22	587,058.00	146,220.78
8000 Debt Service						
7100 DEBT PRINCIPAL PAYMENTS	0.00	131,638.97	0.00	131,638.97	171,250.00	39,611.03
7200 DEBT INTEREST PAYMENTS	0.00	19,990.74	0.00	19,990.74	25,650.00	5,659.26
Account Total:	0.00	151,629.71	0.00	151,629.71	196,900.00	45,270.29
9600 OTHER FINANCING USES						
9600 TRANSFERS TO OTHER FUNDS	908.27	93,900.00	0.00	93,900.00	93,900.00	0.00
Account Total:	908.27	93,900.00	0.00	93,900.00	93,900.00	0.00
Account Group Total:	389,722.98	3,154,542.88	521,303.55	3,675,846.43	5,653,169.00	1,977,322.57
Fund Total:	389,722.98	3,154,542.88	521,303.55	3,675,846.43	5,653,169.00	1,977,322.57

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11 General Capital Reserve Fund

Account	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
3000					
3831 INVESTMENT EARNINGS	26.94	187.70	75.00	-112.70	250 %
3981 TRANSFER FROM GENERAL FUND	908.27	93,900.00	93,900.00	0.00	100 %
Account Group Total:	935.21	94,087.70	93,975.00	-112.70	100 %
Fund Total:	935.21	94,087.70	93,975.00	-112.70	100 %

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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	40,893.81	0.00	40,893.81	81,500.00	40,606.19
9801	Res for Future Exp-Jamestown Park	0.00	0.00	0.00	0.00	12,475.00	12,475.00
	Account Total:	0.00	40,893.81	0.00	40,893.81	93,975.00	53,081.19
	Account Group Total:	0.00	40,893.81	0.00	40,893.81	93,975.00	53,081.19
	Fund Total:	0.00	40,893.81	0.00	40,893.81	93,975.00	53,081.19

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30 WATER AND SEWER

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3345 INSPECTION AND PERMIT FEES	90.32	2,829.12	3,000.00	170.88	94 %
3710 UTILITY CHARGE - WATER	66,282.96	707,788.61	905,000.00	197,211.39	78 %
3720 UTILITY CHARGE - SEWER	498,044.09	2,354,750.27	2,900,000.00	545,249.73	91 %
3730 TAPS AND CONNECTIONS - WATER	0.00	0.00	0.00	0.00	** %
3740 TAPS AND CONNECTIONS - SEWER	0.00	0.00	0.00	0.00	** %
3741 Meter Fee	270.00	1,220.00	0.00	-1,220.00	** %
3742 System Development Fees	1,300.00	8,600.00	0.00	-8,600.00	** %
3743 System Administration/Installation Fee	100.00	250.00	0.00	-250.00	** %
3745 Connection Fees - Water and Sewer	950.00	8,050.00	9,000.00	950.00	89 %
3750 NONPAYMENT / RECONNECTION FEES	750.00	9,300.00	10,000.00	700.00	93 %
3755 Return Check Fees	0.00	375.00	500.00	125.00	75 %
3760 LATE FEES	1,800.00	18,510.00	21,000.00	2,490.00	88 %
3765 CREDIT CARD ADMINISTRATION FEES	94.77	618.78	650.00	31.22	95 %
3831 INVESTMENT EARNINGS	11,733.91	106,597.35	120,000.00	13,402.65	89 %
3839 MISCELLANEOUS REVENUES	0.00	82.80	500.00	417.20	17 %
3984 TRANSFER FROM CAPITAL PROJECTS FUND	0.00	1,245.69	1,245.69	0.00	100 %
3987 TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND	0.00	61,118.61	123,000.00	61,881.39	50 %
3992 NET POSITION APPROPRIATED	0.00	0.00	70,364.31	70,364.31	0 %
Account Group Total:	581,416.05	3,281,336.23	4,164,260.00	882,923.77	79 %
Fund Total:	581,416.05	3,281,336.23	4,164,260.00	882,923.77	79 %

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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	40,235.49	416,654.00	0.00	416,654.00	575,000.00	158,346.00
1003	LONGEVITY PAY	0.00	12,202.00	0.00	12,202.00	12,500.00	298.00
1009	FICA EXPENSE	3,069.24	32,727.45	0.00	32,727.45	44,000.00	11,272.55
1010	RETIREMENT EXPENSE	3,057.25	32,638.35	0.00	32,638.35	45,000.00	12,361.65
1011	HEALTH INSURANCE EXPENSE	5,204.70	50,901.24	0.00	50,901.24	77,000.00	26,098.76
1012	PLEX ADMINISTRATION FEES	24.00	369.33	0.00	369.33	700.00	330.67
1013	RETIREE HEALTH INSURANCE EXPENSE	561.70	5,657.39	0.00	5,657.39	10,800.00	5,142.61
1014	WORKER'S COMPENSATION	0.00	13,137.34	0.00	13,137.34	20,000.00	6,862.66
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	1,000.00	1,000.00
1017	401K EXPENSE	1,715.95	17,911.13	0.00	17,911.13	26,000.00	8,058.87
1019	PROFESSIONAL SERVICES	0.00	12,075.00	0.00	12,075.00	12,225.00	150.00
2100	DEPARTMENT SUPPLIES	1,756.92	13,791.18	1,238.36	15,029.54	30,000.00	14,970.46
2105	WATER METERS	0.00	0.00	30,000.00	30,000.00	30,000.00	0.00
2200	FOOD AND PROVISIONS	11.05	878.49	0.00	878.49	1,000.00	121.51
2400	CONSTRUCTION & REPAIR SUPPLIES	2,633.01	5,897.76	7,850.00	13,747.76	14,000.00	252.24
2500	VEHICLE SUPPLIES	0.00	2,226.69	0.00	2,226.69	7,500.00	5,273.31
2520	FUELS GAS & OIL	1,722.42	14,595.01	3,143.74	17,738.75	20,000.00	2,261.25
2550	EQUIPMENT SUPPLIES	0.00	1,509.01	600.00	2,109.01	5,000.00	2,890.99
2600	OFFICE SUPPLIES	9.87	899.82	0.00	899.82	2,000.00	1,100.18
2750	PURCHASE OF WATER	19,395.39	180,767.96	16,735.45	197,503.41	300,000.00	102,496.59
2755	Water Transmission Fees	2,489.10	17,315.50	0.00	17,315.50	23,000.00	5,684.50
2900	ASSETS NOT CAPITALIZED	0.00	722.82	0.00	722.82	21,195.00	20,472.18
3100	TRAVEL	59.75	441.54	0.00	441.54	3,000.00	2,558.46
3150	CONFERENCE FEES AND SCHOOLS	0.00	2,373.95	640.00	3,013.95	5,000.00	1,986.05
3200	COMMUNICATIONS	2,980.40	22,547.86	6,284.89	28,832.75	29,200.00	367.25
3300	UTILITIES	1,344.53	9,365.03	3,895.91	13,260.94	23,000.00	9,739.06
3350	Water Utilities	70.72	160.84	0.00	160.84	500.00	339.16
3400	PRINTING	359.74	3,471.37	1,383.46	4,854.83	6,000.00	1,145.17
3500	REPAIRS AND MAINTENANCE	16,519.36	26,710.60	1,816.00	28,526.60	30,000.00	1,473.40
3700	ADVERTISING	0.00	71.75	0.00	71.75	1,000.00	928.25
3800	DATA PROCESSING SERVICES	1,376.76	13,248.81	0.00	13,248.81	16,000.00	2,751.19
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	909.00	1,043.00	1,952.00	2,000.00	48.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3950	COES AND SUBSCRIPTIONS	149.50	1,538.55	0.00	1,538.55	2,500.00	961.45
3955	Permit Fees	150.00	4,015.00	0.00	4,015.00	4,000.00	-15.00
3960	BANK AND MERCHANT FEES	780.42	8,397.94	2,221.25	10,619.19	11,000.00	380.81
3980	MISCELLANEOUS EXPENSE	0.00	91.00	0.00	91.00	1,500.00	1,409.00
4300	EQUIPMENT RENTAL	211.42	2,069.26	381.04	2,450.30	3,000.00	549.70
4400	SERVICE & MAINTENANCE CONTRACTS	4,024.00	38,213.54	6,985.39	45,198.93	72,985.00	27,686.07
4500	INSURANCE AND BONDING	0.00	42,595.58	0.00	42,595.58	45,000.00	2,404.42
4950	LAB TESTING	229.00	3,777.00	2,863.00	6,640.00	7,000.00	360.00
4960	SEWER TREATMENT	124,485.84	549,570.37	0.00	549,570.37	900,000.00	350,429.63
4990	OTHER CONTRACTED SERVICES	31,387.65	72,621.96	88,671.80	161,293.76	163,500.00	2,206.24
4995	ENGINEERING FEES NOT CAPITALIZED	0.00	0.00	0.00	0.00	4,000.00	4,000.00
5200	DATA PROCESSING EQUIPMENT	0.00	4,950.00	0.00	4,950.00	5,000.00	50.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	0.00	36,489.57	36,489.57	37,000.00	510.43
5700	CAPITAL OUTLAY - LAND AND	12,512.00	12,512.00	0.00	12,512.00	12,500.00	-12.00
5900	CAPITAL OUTLAY - WATER IMPROVEMENTS	60,240.50	60,240.50	2,047.00	62,287.50	574,500.00	512,212.50
5910	CAPITAL OUTLAY - SEWER IMPROVEMENTS	0.00	0.00	0.00	0.00	227,200.00	227,200.00

fence installed at water/sewer maint. facility
Connection to Greensboro water lines at Publix

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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	43,292.12	0.00	43,292.12	44,000.00	707.88
6801	DEBT PAYMENTS TO PIEDMONT TRIAD	0.00	122,237.27	0.00	122,237.27	123,000.00	762.73
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	8,394.93	0.00	8,394.93	11,050.00	2,655.07
9600	TRANSFERS TO OTHER FUNDS	0.00	394,648.00	0.00	394,648.00	438,000.00	43,352.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	10,000.00	10,000.00
Account Total:		338,967.51	2,318,865.73	215,289.86	2,534,155.59	4,164,260.00	1,630,104.41
Account Group Total:		338,967.51	2,318,865.73	215,289.86	2,534,155.59	4,164,260.00	1,630,104.41
Fund Total:		338,967.51	2,318,865.73	215,289.86	2,534,155.59	4,164,260.00	1,630,104.41

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60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
3000					
3831 INVESTMENT EARNINGS	1,561.51	14,520.57	8,500.00	-6,020.57	171 %
3986 TRANSFER FROM ENTERPRISE FUNDS	0.00	38,000.00	38,000.00	0.00	100 %
3992 NET POSITION APPROPRIATED	0.00	0.00	76,500.00	76,500.00	0 %
Account Group Total:	1,561.51	52,520.57	123,000.00	70,479.43	43 %
Fund Total:	1,561.51	52,520.57	123,000.00	70,479.43	43 %

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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	61,118.61	0.00	61,118.61	123,000.00	61,881.39
	Account Total:	0.00	61,118.61	0.00	61,118.61	123,000.00	61,881.39
	Account Group Total:	0.00	61,118.61	0.00	61,118.61	123,000.00	61,881.39
	Fund Total:	0.00	61,118.61	0.00	61,118.61	123,000.00	61,881.39

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61 WATER AND SEWER CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
3000					
3831 INVESTMENT EARNINGS	233.89	1,802.74	500.00	-1,302.74	361 %
3986 TRANSFER FROM ENTERPRISE FUNDS	0.00	356,648.00	400,000.00	43,352.00	89 %
Account Group Total:	233.89	358,450.74	400,500.00	42,049.26	90 %
Fund Total:	233.89	358,450.74	400,500.00	42,049.26	90 %
Grand Total:	765,411.73	7,673,628.10	10,434,904.00	2,761,275.90	74 %

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61 WATER AND SEWER CAPITAL RESERVE FUND

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0						
9600 OTHER FINANCING USES						
9800 RESERVE FOR FUTURE EXPENDITURES	0.00	0.00	0.00	0.00	400,500.00	400,500.00
Account Total:	0.00	0.00	0.00	0.00	400,500.00	400,500.00
Account Group Total:	0.00	0.00	0.00	0.00	400,500.00	400,500.00
Fund Total:	0.00	0.00	0.00	0.00	400,500.00	400,500.00
Grand Total:	728,690.49	5,575,421.03	736,593.41	6,312,014.44	10,434,904.00	4,122,889.56

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

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

AGENDA ITEM #: II-G

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

Attached is a report of golf operations for the month of April 2019. For the month of April 2019 in comparison to April 2018, revenues were down by approximately 7%. There were 7 bad weather days in April 2019 as opposed to 2 days in April 2018. However year-to-date, revenues for 2018/19 were up by 2% over 2017/18.

Expenditures were up in April 2019 by approximately 26%. However year-to-date, expenditures were down for 2018/19 by 1.4% from the 2017/18 fiscal year.

The resulting operating loss for the golf course for the month of April 2019 before capital outlay amounts to \$24,188, while the operating gain in April 2018 before capital outlay was \$4,481. Grill operations net profit was \$287 in April 2019 as opposed to \$4,224 in April 2018. Fiscal year to date profit for the grill amounts to \$1,259 for 2018/19 and \$4,728 for 2017/18.

ATTACHMENTS: April 2019 Golf Report

RECOMMENDATION/ACTION NEEDED: None

BUDGETARY IMPACT: None

SUGGESTED MOTION: None

FOLLOW UP ACTION NEEDED: None

Jamestown Park Golf Course Operations
 Summary
 FYE 6/30/19

	April 2019	April 2018	VARIANCE positive / (negative)	% Variance	YTD FYE 6/30/19	YTD FYE 6/30/18	VARIANCE positive / (negative)	% Variance
Golf Course Operating Revenues	82,647	89,230	(6,583)	-7.38%	617,947	603,692	14,255	2.36%
Golf Course Maintenance Expenditures (before capital outlay)	66,666	41,168	(25,498)	-61.94%	521,744	518,329	(3,415)	-0.66%
Golf Course Golf Shop Expenditures (before capital outlay)	40,169	43,581	3,412	7.83%	377,199	393,190	15,991	4.07%
Net exp < or > rev before Capital Outlay	(24,188)	4,481	(28,669)	639.79%	(280,996)	(307,827)	26,831	8.72%
Capital Outlay	27,052	-	(27,052)	100.00%	32,568	12,800	(19,768)	100.00%
Net expenditures < or > revenues	<u>(51,240)</u>	<u>4,481</u>	<u>(55,721)</u>	<u>-1243.49%</u>	<u>(313,564)</u>	<u>(320,627)</u>	<u>7,063</u>	<u>2.20%</u>
Golf Rounds Played (not including complimentary play)	2,702	2,520			16,866	18,091		
Bad Weather Days (1) closed for aerification or other reason	7	2			90 3	90 -		
Golf course employees paid during the month:								
Full-time positions	9	10						
Part-time hours	690	735						

(1) - Defined as rain, snow, 49 degrees or below, 95 degrees or above;
 prior year was not split out between bad weather and other closures

Golf Course Revenues
Revenues
FYE 6/30/19

	<u>April 2019</u>	<u>April 2018</u>	<u>VARIANCE positive / (negative)</u>	<u>% Variance</u>	<u>YTD FYE 6/30/19</u>	<u>YTD FYE 6/30/18</u>	<u>VARIANCE positive / (negative)</u>	<u>% Variance</u>
Greens	43,335	46,603	(3,268)	-7.01%	319,188	321,763	(2,575)	-0.80%
Cart Rentals	22,400	21,122	1,278	6.05%	158,858	156,120	2,738	1.75%
Pull Carts	52	17	35	205.88%	259	194	65	33.51%
Driving Range	4,241	3,872	369	9.53%	31,366	29,035	2,331	8.03%
Sales - Golf Shop Inventory	3,984	6,884	(2,900)	-42.13%	34,500	31,464	3,036	9.65%
Sales - Golf Shop Concessions	8,195	9,457	(1,262)	-13.34%	62,337	66,684	(4,347)	-6.52%
Golf Clubhouse Rental Fees	440	1,275	(835)	-65.49%	8,755	6,514	2,241	34.40%
Other:								
Insurance Recoveries		-	-		2,684	-	2,684	
Loyalty Points Redeemed		-	-		-	(8,082)	8,082	
	<u>82,647</u>	<u>89,230</u>	<u>(6,583)</u>	<u>-7.38%</u>	<u>617,947</u>	<u>603,692</u>	<u>14,255</u>	<u>2.36%</u>

Jamestown Park Golf Course Operations
 Golf Maintenance Expenditures
 FYE 6/30/19

	April 2019	April 2018	VARIANCE (positive) / negative	% Variance	YTD FYE 6/30/19	YTD FYE 6/30/18	VARIANCE (positive) / negative	% Variance
<i>Salaries & Employee Benefits</i>	29,341	29,186	155	0.53%	321,854	319,257	2,597	0.81%
<i>Supplies & Materials</i>	25,424	5,001	20,423	408.38%	99,067	101,607	(2,540)	-2.50%
<i>Contractual Services</i>	9,129	4,412	4,717	106.91%	68,123	68,610	(487)	-0.71%
<i>Other Operating Expenditures (utilities, communications, etc)</i>	<u>2,772</u>	<u>2,569</u>	203	7.90%	<u>32,700</u>	<u>28,855</u>	3,845	13.33%
<i>Total Exp before Capital Outlay</i>	<u>66,666</u>	<u>41,168</u>	25,498	61.94%	<u>521,744</u>	<u>518,329</u>	3,415	0.66%
<i>Capital Outlay</i>	<u>27,052</u>	<u>-</u>	27,052	100.00%	<u>32,568</u>	<u>9,000</u>	23,568	261.87%
	<u>93,718</u>	<u>41,168</u>	<u>52,550</u>	127.65%	<u>554,312</u>	<u>527,329</u>	26,983	5.12%

Golf Shop Expenditures
FYE 6/30/19

	<u>April 2019</u>	<u>April 2018</u>	<u>VARIANCE (positive) / negative</u>	<u>% Variance</u>	<u>YTD FYE 6/30/19</u>	<u>YTD FYE 6/30/18</u>	<u>VARIANCE (positive) / negative</u>	<u>% Variance</u>
<i>Salaries & Employee Benefits</i>	18,318	17,507	811	4.63%	190,383	181,726	8,657	4.76%
<i>Supplies & Materials</i>	9,727	14,117	(4,390)	-31.10%	60,097	76,569	(16,472)	-21.51%
<i>Contractual Services</i>	8,231	4,885	3,346	68.50%	82,502	46,506	35,996	77.40%
<i>Other Operating Expenditures (utilities, communications, etc)</i>	<u>3,893</u>	<u>7,072</u>	(3,179)	-44.95%	<u>44,217</u>	<u>88,389</u>	(44,172)	-49.97%
<i>Total Exp before Capital Outlay</i>	<u>40,169</u>	<u>43,581</u>	(3,412)	-7.83%	<u>377,199</u>	<u>393,190</u>	(15,991)	-4.07%
<i>Capital Outlay</i>	<u>-</u>	<u>-</u>	-		<u>-</u>	<u>3,800</u>	(3,800)	
	<u><u>40,169</u></u>	<u><u>43,581</u></u>	(3,412)	-7.83%	<u><u>377,199</u></u>	<u><u>396,990</u></u>	(19,791)	-4.99%

Jamestown Park Golf Course Operations

Grill Operations

FYE 6/30/19

	April 2019	YTD FYE 6/30/19	April 2018	YTD FYE 6/30/18
Golf Shop Grill Revenues	8,195	62,337	9,457	66,684
Golf Shop Rental Revenue	170	7,590	1,275	6,514
	<u>8,365</u>	<u>69,927</u>	<u>10,732</u>	<u>73,198</u>
 Expenditures:				
Wages	2,635	29,042	2,534	28,986
FICA	201	2,222	194	2,219
Benefits	903	9,201	838	8,706
Grill supplies	157	1,554	-	-
Food & beverage purchases	4,182	26,649	2,942	28,559
	<u>8,078</u>	<u>68,668</u>	<u>6,508</u>	<u>68,470</u>
	<u>287</u>	<u>1,259</u>	<u>4,224</u>	<u>4,728</u>

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Budget Amendment #20

AGENDA ITEM #: II-H

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

We have received 2 payments of \$3,500 for cell tower review fees for W. Gate City Boulevard and for Stanford Road (GTCC). The revenue for these was not previously budgeted. This amendment will put the \$7,500 total into the revenue budget. The corresponding expenditure budget line is for telecommunications fees paid out to our consultant. The total that will be paid to the consultant from these 2 review fees is \$2,000. Thus the Town will net \$5,000 revenue for these review fees. The budget amendment is putting all \$7,000 into the expenditure budget, however. This means that if we receive any additional review fees in this fiscal year, we will not have to do another budget amendment in order to pay out the associated consultant fees. If no additional review fees are received in the current fiscal year, then the amount of expenditure budget not spent will go into fund balance.

ATTACHMENTS: Budget Amendment #20

RECOMMENDATION/ACTION NEEDED: Approve consent agenda

BUDGETARY IMPACT: Increase telecommunications fee revenues and expenditures by \$7,000.

SUGGESTED MOTION: Approve budget amendment as part of approval of the consent agenda.

FOLLOW UP ACTION NEEDED: None

Town of Jamestown
Budget Amendment #20
FYE 6-30-19

		<u>Debit</u>	<u>Credit</u>
Fund 10:			
Telecommunications Fees paid out	10-4900-4991	7,000.00	
Telecommunications Fees received	10-3341		7,000.00

\$3500 received for review fees for tower at
5840 W Gate City Blvd & for \$3,500 review fees
for 599 Stanford Rd (GTCC)

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: Budget Amendment #21

AGENDA ITEM #: II-1

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

This budget amendment will increase the budget for the transfer of the \$.02 of tax collections from General Fund to the General Capital Reserve Fund. Offset is to increase the tax collections budgets.

ATTACHMENTS: Budget Amendment #21

RECOMMENDATION/ACTION NEEDED: Approve consent agenda

BUDGETARY IMPACT: \$2,500 increase in both expenditures and revenues.

SUGGESTED MOTION: Approve budget amendment as part of approval of the consent agenda.

FOLLOW UP ACTION NEEDED: None

**FYE 6/30/19
BUDGET AMENDMENT #21**

Fund 10:

		<u>Debit</u>	<u>Credit</u>
Transfer to Other Funds	10-9600-9600	2,500.00	
Property Tax	10-3100		500.00
Tax & Tag Revenue	10-3102		2,000.00

To increase budget for tax receipts and corresponding transfer of the \$.02 of tax collections to Gen Capt Reserve Fund

Fund 11:

Reserve for Future Expenditures - Jamestown Park	11-9600-9801	2,500.00	
Transfer from General Fund	11-3981		2,500.00

To increase budget for property tax collections and transfer of 2 cents to General Capital Reserve Fund

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: Staggered Terms

AGENDA ITEM #: IV-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 10 min.

DEPARTMENT: Administration

CONTACT PERSON: Beth Koonce, Town Attorney

SUMMARY:

One of the key topics in the previous election was the question of staggered terms for Council members. There are some distinct advantages of having staggered terms that warrant discussion among the Council so that staff may prepare of the upcoming election cycle.

At the April 16, 2019, meeting, the Town Council hosted a public hearing. The statutes state that the Town may adopt the ordinance at the next regular meeting (May 21, 2019). Candidates filing for 2019 Council election will come under the new terms, if the ordinance is adopted. The two candidates for Council receiving the highest number of votes would be elected to a 4-year term. The two candidates receiving the next highest number of votes would be elected for a 2-year term and would be up for reelection in 2021, where they would run for a 4-year term, thus starting the staggered terms. The Mayor is elected separately and would be elected for a 4-year term at the 2019 election.

General Process:

1. Council to adopt a resolution of intent to consider an ordinance amending the Town Charter to create staggered terms. A public hearing date is set.
2. The public hearing is held.
3. If the ordinance is passed, it will become effective after 30 days (June 22, 2019).

ATTACHMENTS: Draft of the Ordinance Amending the Charter of the Town of Jamestown with respect to four-year staggered terms.

RECOMMENDATION/ACTION NEEDED: Conduct the vote to amend the Charter as required by GS 160A-101.

BUDGETARY IMPACT: N/A (unless special election is desired)

SUGGESTED MOTION: Move to approve the ordinance amending the Charter of the Town of Jamestown to implement four-year staggered terms for the members of Town Council and Mayor.

FOLLOW UP ACTION NEEDED: Notify the Guilford County Board of Elections of the changes in the Town Charter, if adopted.



Settled 1752
JAMESTOWN
NORTH CAROLINA

**AN ORDINANCE AMENDING THE CHARTER OF THE TOWN OF JAMESTOWN TO
IMPLEMENT FOUR-YEAR STAGGERED TERMS FOR THE MEMBERS OF THE
TOWN COUNCIL**

BE IT ORDAINED by the Council of the Town of Jamestown:

Section 1. Pursuant to G.S.160A-101 and 160A-102, the Charter of the Town of Jamestown, as set forth in Chapter 370 of the 1981 Session Laws of North Carolina, as amended, is hereby further amended to provide that the members of the Town Council shall hereafter be elected for four-year terms on a staggered basis as set forth in Section 2 below.

Section 2. At the regular municipal election to be held in 2019, the two candidates who receive the highest number of votes shall be elected for four-year terms, while the two candidates who receive the next highest number of votes shall be elected for two-year terms. At the regular municipal election to be held in 2021, and every four years thereafter, two members of the Town Council shall be elected to serve for four-year terms. At the regular municipal election to be held in 2023, and every four years thereafter, two members of the Town Council shall be elected to four-year terms. The Council members shall be elected by the qualified voters of the Town voting at large.

At the regular municipal election to be held in 2019, the candidate who receives the highest number of votes for Mayor shall be elected for a four-year term. The Mayor shall be elected by the qualified voters of the Town voting at large.

Section 3. The Town Clerk shall cause a notice to be duly published, stating that an ordinance amending the Charter to implement four-year staggered terms for the members of the Town Council, including the office of Mayor, has been adopted. Subject to any referendum petitioned for and conducted pursuant to G.S. 160A-103, this ordinance shall be in full force and effect from and after May 21, 2019.

Adopted this 21st day of May, 2019.

S. Lynn Montgomery, Mayor

ATTEST: Approved as to Form:

Katie McBride, CMC, Town Clerk

Elizabeth Koonce, Town Attorney

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: Property Donation from City of High Point

AGENDA ITEM#: IV-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 5 min.

DEPARTMENT: Administration

CONTACT PERSON: Beth Koonce, Town Attorney

SUMMARY:

The Town was contacted by the City of High Point regarding the property at 107 Kingsdale Ct. Evidently, this property is owned by the City of High Point as a "leftover" from the subdivision creating lots in Cedarwood. The property does not appear to be "buildable" and contains the Town of Jamestown's utility lines which bisect the property. The City of High Point has no need to retain ownership and would like to quitclaim deed it to the Town of Jamestown. The City Council in High Point have already agreed (see attached resolution) and the attached paperwork would need to be signed by both the City of High Point and the Town of Jamestown to complete the transaction.

At the March 19, 2019, meeting, the Town Attorney indicated that she was concerned about some of the wording related to a reversionary clause and was going to contact the High Point City Attorney. We will expect to hear from the Town Attorney on this issue at the May 21st regular meeting.

ATTACHMENTS: Resolution by City of High Point; quitclaim deed from City of HP to Town of Jamestown.

RECOMMENDATION/ACTION NEEDED: Approve the acceptance of the donated to to the Town of Jamestown from the City of HP

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to approve acceptance of donated lot at 107 Kingsdale Ct.

FOLLOW UP ACTION NEEDED: Execute the quitclaim deed

DRAWN BY: JoAnne Carlyle, City Attorney, City of High Point
City Attorney, P. O. Box 230, High Point, NC 27261

MAIL TO: Town of Jamestown, P O Box 848, Jamestown, NC 27282

Property Address: Parcel # 158884 107 Kingsdale Court, Jamestown, NC

Stamps: Exempt

NORTH CAROLINA

QUITCLAIM DEED

GUILFORD COUNTY

THIS QUITCLAIM DEED, made and entered into this _____ day of _____, 2019 by and between the **CITY OF HIGH POINT**, a North Carolina Municipal Corporation (P.O. Box 230, High Point, NC 27261) hereinafter referred to as GRANTOR, and, **TOWN OF JAMESTOWN**, a North Carolina Municipal Corporation, (P. O. Box 848, Jamestown, NC 27282), hereinafter referred to as GRANTEE;

WITNESSETH:

WHEREAS, the GRANTOR, subject to the conditions set forth and in further consideration of the sum of One dollar and No/100's (\$1.00) to it paid by GRANTEE, the receipt of which is hereby acknowledged, has quitclaimed and by these presents, does quitclaim unto GRANTEE, its successors and assigns, all right, title and interest which it has in and to the tract or parcel of land in the County of Guilford, State of North Carolina, Jamestown Township, and more particularly bounded and described as follows:

See Attached "Exhibit A".

The property hereinabove described was acquired by Grantor by instrument recorded in Book 4607, Page 2062.

SPECIAL PROVISIONS:

Restrictive use of land: The property is restricted to public use only. The consideration of this conveyance is the **TOWN OF JAMESTOWN'S** agreement to use this property only for "public" purpose. If for any reason the property ceases to be used for a "public" purpose, the property shall revert back to the City of High Point.

TO HAVE AND TO HOLD, the said Property and all privileges and appurtenances thereunto belonging to Grantee, its successors ad/or assigns, in the fee simply subject to any easements, restrictions, and right-of-way, if any, and ad valorem taxes for current and subsequent years.

GRANTOR makes no warranty, express or implied, as to the title of the Property.

IN WITNESS WHEREOF, the said party of the first part has caused this Deed to be executed in its corporate name by its Mayor, attested by its Clerk, the day and year first written above.

CITY OF HIGH POINT

By: _____
Jay W. Wagner
Mayor of the City of High Point

Attest: _____
Lisa B. Vierling
City Clerk

NORTH CAROLINA

GUILFORD COUNTY

I, _____, a Notary Public of the County and State aforesaid, do hereby certify that Lisa B. Vierling personally appeared before me this day and acknowledged that she is City Clerk of the City of High Point, and that by authority duly given and as an act of the said City, the foregoing instrument was signed in its name by its Mayor, and attested by herself as its City Clerk.

WITNESS my hand and official seal, this the ___ day of _____, 2019.

Notary Public

My commission expires:

**RESOLUTION APPROVING SALE OF REAL PROPERTY
TO THE TOWN OF JAMESTOWN, NORTH CAROLINA
PURSUANT TO N.C.G.S. 160A-274**

WHEREAS, the City of High Point ("City") owns a 2.78 acre tract of land identified as Parcel No. 0158884, located at 107 Kingsdale Court, Jamestown, NC ("Property"), which is a residential subdivision parcel platted as common drainage area; and

WHEREAS, the Town of Jamestown ("Jamestown") provides sewer service to the residential subdivision and has a portion of their sanitary sewer line across the property; and

WHEREAS, the City has no current use or need of the Property; and

WHEREAS, the City and Jamestown are "governmental units" as defined by N.C.G.S. §160A-274 and are thereby the City is authorized to sell real property to Jamestown as a governmental unit upon such terms and conditions as it deems wise, with or without consideration, by way of action taken by its governing body; and

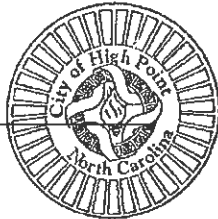
WHEREAS, the City has offered the Property for no consideration to Jamestown, and Jamestown has agreed to accept the Property.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of High Point pursuant to the North Carolina General Statute 160A-274, the Mayor is hereby authorized to execute any and all documents to convey 2.78 acre tract of land identified as Parcel No. 0158884, located at 107 Kingsdale Court, Jamestown, NC to the Town of Jamestown. In addition, the Mayor is hereby authorized to execute any and all documents necessary to give effect to this resolution and compliance with applicable North Carolina law.

Adopted: February 4, 2019.

Attest:


Lisa B. Vierling,
High Point City Clerk





Mayor Jay W. Wagner

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: East Main Street Sidewalk Project

AGENDA ITEM #: IV-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 10 minutes

DEPARTMENT: Public Services

CONTACT PERSON: Paul Blanchard

SUMMARY:

We opened bids for the East Main Street Sidewalk Project (EB-5519) on May 9, 2019. The only bidder for the re-bid was Atlantic Contracting Company, Inc. of Greensboro with a bid of \$ 1,509,985.50. The bids were higher than the revised estimated cost \$ 1,271,843.00, and higher than the currently available funding of \$ 850,000.00. The project was originally bid in April 2019, however, we could not open bids as only one bid was presented. We discussed the project with the only interested bidder to look for cost savings and items that may be unclear that may be affecting interest in the bid. There was a concern with one particular segment of storm drainage and utility conflicts, so that segment was re-designed for the re-bid. In the pre-bid meeting, we had three companies express interest, but the other two did not follow up with any communications after the pre-bid meeting.

The project was bid as a base bid with two alternate bids. The base bid includes all of the work needed for the sidewalk construction. The alternate bids are add-ons to fill in short segments of E. Main Street with curb and gutter, storm drainage, and grading to provide a consistent typical roadway section along both sides of the project. The bid summary is as follows:

Base Bid:	Estimate \$ 1,078,550.00	Bid \$ 1,254,963.80	Difference 16%
Alternate 1:	Estimate \$ 116,858.00	Bid \$ 152,868.20	Difference 31%
Alternate 2:	Estimate \$ 76,435.00	Bid \$ 102,153.50	Difference 34%
Totals:	Estimate \$ 1,271,843.00	Bid \$ 1,509,985.50	Difference 19%

In summary, the bid is substantially higher than the original estimate due to four main factors. The two alternate bids add significant costs to the project (\$ 255,021.70). The use of brick sidewalk in portions of the site adds approximately \$ 85,150 to the project. The most significant cost increase is due to current construction costs, which have increased by approximately 25%.

We are communicating with NCDOT to seek guidance and/or additional funding for this project at this time. Based on the bid, the project has a funding deficit of \$ 659,985.50. Available funding sources for the deficit include using the Powell Bill reserves fund, the General Fund reserves (fund balance), or we can request additional funding from NCDOT. Upon receiving direction from the Town Council, we will proceed to approve, negotiate, or not award the project. Once approved by Town Council, the contracts will be forwarded to NCDOT for final approval.

This project is included in the 2018-2019 Capital Improvement Projects list.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Award contract to ACCI and forward to NCDOT, or direct the Town Manager to seek funding.

BUDGETARY IMPACT: \$ 850,000 (East Main Street Sidewalk Capital Project fund) to be reimbursed by Federal & State funds

SUGGESTED MOTION: Award contract to Atlantic Contracting Company, Inc. in the amount of \$ 1,509,985.50, which will require a budget amendment, or direct the Town Manager to work with the Finance Director to seek additional funding sources.

FOLLOW UP ACTION NEEDED: To be determined

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Presentation of Recommended Budget and CIP

AGENDA ITEM #: IV-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman / Kenny Cole

SUMMARY:

The recommended budget for all funds is included in your notebook. Also included is the recommended CIP, and capital project funds as they stand at this time. The budget message and budget summary will give more detail about the recommended budget as well.

The recommended budget includes a few changes to the preliminary budget presented at the April Town Council meeting. These changes were made due to more information being received about certain items, which resulted in increases in health insurance expenditures, equipment rental expenditures, and the animal control contract with Guilford County. The generator for Town Hall was moved out to the CIP for fiscal year 20/21. An estimate for a sound system in the civic center was added to the CIP for the 2019/20 fiscal year.

The recommended budget includes the budget message, the preliminary budget ordinance, the summary of budgets for all funds, the detailed line item budgets for each fund, and the CIP and detail project sheets for the General and Water/Sewer funds. The multi-year budgets for the current capital project funds are also included, as well as the actual revenues and expenditures to date for these projects.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: No action needed at this time. The budget will be presented again at the June meeting.

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED: The final budget will be voted on for approval at the June Town Council meeting.

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: Consider Public Input on Budget and CIP for FY 2019/2020

AGENDA ITEM #: IV-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 10 min.

DEPARTMENT: Administration

CONTACT PERSON: Kenny Cole

SUMMARY:

Public outreach is a key component of successful budget planning. Citizens can provide input on needed CIP projects through various avenues, including:

- Contacting your City Council Member
- Providing public comment during Town Council budget hearings
- Contacting staff
- Attending meetings or contacting representatives from community committees and other groups

The Town Council and Staff would like to take this opportunity to allow the public to discuss any items or projects they would like the Town to pursue.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Discussion

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Public Hearing to Consider the Recommended Budget and CIP FY 2019/20 **AGENDA ITEM #:** IV-F-1

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 10 min.

DEPARTMENT: Administration

CONTACT PERSON: Kenny Cole

SUMMARY:

Town Council established the Public Hearing on the proposed budget for May 21, 2019.

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 will present the final budget at our regular meeting on June 18, 2019.

FUND	Proposed Revenues/Expenditures
General Fund	\$5,744,029
General Capital Reserve Fund	\$97,150
Water and Sewer	\$4,470,605
Randleman Reservoir Capital Reserve Fund	\$123,000
Water and Sewer Capital Reserve Fund	\$401,500
Total for all funds:	\$10,836,284

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Conduct public hearing for May 21, 2019.

BUDGETARY IMPACT: Presented in the Budget

SUGGESTED MOTION: None

FOLLOW UP ACTION NEEDED: Consider adopting the 2019/20 Budget and CIP at our regular meeting of Council in June.

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: Resolution recognizing Marlee Rindal and Priscilla Nobles

AGENDA ITEM #: V-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

Marlee Rindal and Priscilla Nobles have hosted Yoga in the Park for the past three years. They have been kind enough to offer this service for free. They have dedicated their time and energy to improving the health and wellness of everyone within the community.

ATTACHMENTS: Resolution Honoring Marlee Rindal and Priscilla Nobles

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

RESOLUTION HONORING MARLEE RINDAL AND PRISCILLA NOBLES FOR HOSTING YOGA IN THE PARK

WHEREAS, Marlee Rindal and Priscilla Nobles have served their community by offering free yoga lessons in Wrenn Miller Park for the last three years; and

WHEREAS, getting enough exercise is the second most pressing health concern of a large percentage of Americans; and

WHEREAS, yoga has benefits including relieving stress, increasing flexibility, burning fat, and detoxing the body; and

WHEREAS, the citizens of Jamestown have been given a wonderful opportunity to nourish their minds and bodies through participation in the Yoga in the Park program; and

WHEREAS, Marlee Rindal and Priscilla Nobles have dedicated their time and energy to improving the health and wellness of their community;

NOW, THEREFORE, BE IT RESOLVED, I, Lynn Montgomery, Mayor of the Town of Jamestown and the Town Council do hereby extend our heartfelt appreciation and sincere thanks to Marlee Rindal and Priscilla Nobles for hosting Yoga in the Park.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be spread upon the pages of the official minutes of the Town of Jamestown to stand as a tribute to the service of Marlee Rindal and Priscilla Nobles.

Adopted this the 21st day of May, 2019.



Mayor S. Lynn Montgomery

Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Resolution Honoring Robert Pickett

AGENDA ITEM #: V-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

Robert Pickett's 3rd term has expired on the Parks and Recreation Committee. He has worked diligently to make his community a better place, and there is no doubt that he will be successful in all his future pursuits.

ATTACHMENTS: Resolution Honoring Robert Pickett

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

RESOLUTION HONORING ROBERT PICKETT

WHEREAS, Robert Pickett is an outstanding individual who has contributed much to our community; and

WHEREAS, he has served as a member of the Parks and Recreation Committee of the Town of Jamestown continuously from May 2013 to May 2019; and

WHEREAS, he was appointed as Chair of the Committee on March 6, 2017; and

WHEREAS, the citizens of Jamestown have benefited from his dedication to improving and creating areas in which they can enjoy recreational activities with their family and friends; and

WHEREAS, Robert Pickett has always been willing to place his concern for the public good ahead of his personal interests and thus, has earned the admiration and high regard of other civic leaders and the affection of a host of area residents; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor, the Town Council and the citizens of the Town of Jamestown do hereby express our sincere appreciation and thanks to Robert Pickett for his distinguished service to the community;

BE IT FURTHER RESOLVED that a copy of this Resolution shall be spread upon the pages of the official minutes of the Town of Jamestown to stand as a tribute to the work and service of Robert Pickett.

Adopted this the 21st day of May, 2019.

Mayor S. Lynn Montgomery

Council Member Georgia Nixon

Council Member Martha Stafford Wolfe

Council Member John Capes

Council Member Rebecca Mann Rayborn



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: Appointment/Reappointment Parks & Rec Members & Alternate

AGENDA ITEM #: V-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie McBride, Town Clerk

SUMMARY:

Robert Pickett's term on the Parks & Recreation Committee has expired. There is now a vacancy on the Committee for a Member. Daniel McDaniel has been serving as an Alternate since March 2017 and Charles Clapp, Jr. has been serving as an Alternate since August 2018. They have both requested to be considered for the position and their applications are attached. Staff is requesting that Council appoint one of the Alternates to the vacant position.

The terms of Parks and Recreation Members Bob Wilson and Jim Pendry expire this month. Bob Wilson was initially appointed to the Committee in May 2015 and is the current Chair. He has requested that Council consider reappointing him for a third term. Jim Pendry was initially appointed as an Alternate to the board in May 2015. He has requested that Council consider reappointing him for a second term. Their applications are attached. Staff is requesting that Council reappoint the Parks and Recreation Members for another term.

If Council reappoints an Alternate Member to the current opening on the Board, there will be a vacancy for a new Alternate Member. Amy Reese has requested that Council consider appointing her to be the new Alternate to the Committee. Her application is attached. Staff is requesting that Council appoint Amy Reese to become the new Alternate to the Committee.

ATTACHMENTS: Applications for Daniel McDaniel, Charles Clapp, Jr., Bob Wilson, Jim Pendry, and Amy Reese

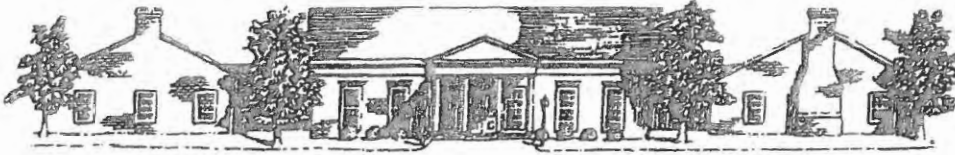
RECOMMENDATION/ACTION NEEDED: Staff recommends Council appoint/reappoint Members to the Parks & Rec Committee

BUDGETARY IMPACT: N/A

SUGGESTED MOTION:

1. Council Member makes a motion to appoint McDaniel or Clapp to the Member position.
2. Council Member makes a motion to reappoint Bob Wilson and Jim Pendry
3. Council Member makes a motion to appoint Amy Reese to the Alternate position

FOLLOW UP ACTION NEEDED: N/A



TOWN OF JAMESTOWN

Settled in 1752

Chartered in 1816

P.O. Box 848

Jamestown, North Carolina 27282

Appointed as
Alt. in
March 2017

CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMITTEES

Name: Daniel C. McDaniel

Gender: Male Female Birthdate: 4/29/48 E mail: dmcDaniel@northstate.net

Home Phone: ³³⁶ 454-4446 Daytime Phone: ³³⁶ 491-0873 Fax:

Home Address: 206 Royal Rd., Jamestown

How long have you been a resident of Jamestown? 39 years

Current Occupation/Title: Retired

Employer/Business Name:

Business Address and Zip:

Supervisor Name:

Education: High School () College () Graduate School (X) Other ()

Degree/Subject of Study: MS/Computer Science, BS/Applied Math

School/Name Years Attended: Purdue Univ/1975-82, NCSU/1966-70

BOARD/COMMITTEE APPLYING FOR (list one): Parks & Recreation

List the Board or Committee on which you currently serve and your term expiration date:
None

What are your qualifications for serving on the Board/Committee for which you are applying?
Proud of Jamestown and want to see it continue to improve its parks, sidewalks, and trails

Are you willing to serve on any other Board/Committee: Please list: None

Are you interested in serving in any other community volunteer activities:
No?

Please submit resume

Continued next page >

Interest/Skills/Areas of Expertise/Professional Organizations

Beautification of Jamestown; currently head of Forestdale East Neighborhood Assn Beautification Committee

List two personal references below:

Name: Robert Pickett Daytime Telephone: 336-454-6208

Address: 605 O'Neill Dr, Jamestown Relationship: Friend

Name: Jay McQuillen Daytime Telephone: 336-905-7827

Address: 501 Wyndwood Dr, Jamestown Relationship: Friend

AFFIRMATION OF ELIGIBILITY

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes No if yes, explain complete disposition. _____

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee to a Board/Committee?

Yes No if yes, explain _____

I understand this application is public record, and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement or conduct will be cause for my removal from any Board or Committee.

Signature of Applicant: Daniel C. McDaniel Date: 2/24/17

RETURN COMPLETED FORM TO:

Town of Jamestown, P O Box 848, Jamestown, NC 27282 Telephone: (336) 454-1138 Fax: (336) 886-3508

DANIEL C. McDANIEL

206 Royal Road
Jamestown, NC 27282

Home: (336) 454-4446
Mobile: (336) 491-0873

E-mail: dmcdaniel@northstate.net

SUMMARY:

Extensive experience in Information Technology in both technical and management positions. Application development in all phases of the systems life cycle. Proven leadership of professionals responsible for development, system administration, and production support. Business Systems Analysis in Oracle Financials.

WORK EXPERIENCE:

CSC

04/06-08/14

- Business Systems Analyst in Oracle Financials for General Dynamics – Advanced Information Systems, concentrating in Project Costing, Billing, and Revenue.

AXA Advisors

04/04-03/06

- Financial Adviser. Hold licenses in Life & Health insurance, Long-term Care, Series 7 (general securities representative), and Series 66 (investment adviser representative).

Crown BMW

10/03-03/04

- Client Advisor for new and pre-owned car buyers.

Diebold Election Systems

03/02-10/03

- Consulted with Diebold Election Systems, maker of touch-screen and ballot counting machines. Supported elections in various cities and counties across the US and Puerto Rico.
- Upgraded the software and tested the election programs on the touch-screens, taught the poll workers and administrators how to use the equipment, and assisted during election days.

Lucent Technologies

1970-2001

**Senior Manager, Employee Reimbursement, Data Warehouses, EDI,
Purchasing/Payables Legacy Systems** (1998 – July, 2001)

- Responsible for technical support and deployment for one of the largest global implementations of Concur Technologies' Xpense Management Solution (XMS), the employee reimbursement system used by Lucent.
- Led project to implement Epiphany's Datamart product to provide reporting and decision support for the Lucent supply chain organization.
- Responsible for all purchasing/payables legacy systems, supported by IBM Global Services. Technologies used on systems included: EDI (Electronic Data Interchange), Oracle SQL, Sybase, Informix, UNIX, MVS, Windows 95/NT, C++, Java, COBOL, FOCUS, and IMS.
- Project Manager for Y2K Analysis, Remediation, Testing, and Certification for all Purchasing/Payables legacy systems.
- Responsible for legacy system decommissioning.

**Manager, Legacy Systems, Data Warehouse, EDI,
SAP Testing, Employee Reimbursement** (1996-1998)

- Managed the legacy systems' interface between the Lucent customer and the IBM Global Services development team.
- Responsible for approval and status tracking of all enhancement and maintenance requests placed on the Purchasing and Payables systems.
- Responsible for development and support of Data Warehouses, Testing of SAP releases, and Employee Reimbursement for legacy and SAP environments.
- Managed the EDI (Electronic Data Interchange) development team for Purchasing and Accounts Payable systems.

DANIEL C. McDANIEL (Page 2)

AT&T/Lucent Technologies

Manager, Mainframe Procurement Systems (1995-1996)

- Managed a team of information systems professionals responsible for the primary procurement systems used within AT&T and Lucent. Also responsible for travel management and transportation systems.
- Actively participated with the management team in the splitting of the Procurement Systems IT organization between the two companies, AT&T and Lucent Technologies. Managed a combined team of mainframe application developers from AT&T and Lucent to achieve the cloning of procurement systems.

Manager, Manufacturing Information Systems (1991-1995)

- Managed a large, diverse team of application developers, system administrators, and support personnel that provided all information services to the AT&T Contract Manufacturing business unit. During the period, led the transition of the team from a mainframe environment to UNIX-based systems. Implemented a vendor-developed, integrated manufacturing and accounting system, PRO-III, to replace existing mainframe legacy systems.
- Supported the retraining of the organization from COBOL to relational database management systems, Informix and Sybase.
- Established a data center with three state-of-the-art UNIX servers to support the business unit.

Project Leader, Federal Systems Division (1984-1990)

- Provided primary responsibility for the overall direction of divisional IT systems including: contract status, interfaces with corporate AT&T systems, and payroll/accounts payable consolidation. Represented Federal Systems on the design of a new corporate time reporting system.
- Served as a task force member of the Divisional MIS Five-Year Plan.
- Acted as the systems design consultant and database administrator for development organization.

High Point University

Instructor, Computer Information Systems (CIS) (1986-1987)

- Instructor in the Evening Undergraduate Program for three sessions. Taught introductory computer courses.

Guilford Technical Community College (GTCC)

Instructor, Mathematics (1985-1986)

- Instructor in the Evening Program for four sessions. Taught College Algebra and Trigonometry.

Western Electric

Programmer/Analyst, Defense Activities Division (1970-1984)

- Developed, maintained, and provided project leadership of Divisional systems.

EDUCATION:

Master of Science, Computer Science
Purdue University, West Lafayette, IN

Bachelor of Science, Applied Mathematics
North Carolina State University, Raleigh, NC



Appointed as
Alt. in
August 2018

CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMITTEES

Name CHARLES R. CLAPP JR.

Gender: Male Female Birthdate: 8/24/58 E mail CHAZSS50@YAHOO.COM

Home Phone: 336 804 0881 Daytime Phone: 336-454-2638 Fax: _____

Home Address: 104 NEWBERRY ST JAMESTOWN NC

How long have you been a resident of Jamestown? 2 yrs current / Grew up and graduated in Jamestown

Current Occupation/Title: RETIRED

Employer/Business Name: _____ (6th Generation NC)

Business Address and Zip: _____

Supervisor Name: _____

Education: High School () College () Graduate School () Other () Degree/Subject of Study:
RAGSDALE HS CLASS OF 1976 School/Name Years Attended:
UNIV OF PITTSBURGH AA DEGREE 2001

BOARD/COMMITTEE APPLYING FOR (list one): PARKS & REC -

List the Board or Committee on which you currently serve and your term expiration date:
- NONE -

What are your qualifications for serving on the Board/Committee for which you are applying?
WORKED SUMMERS AT JAMESTOWN GOLF COURSE - 1976-1977 -

Are you willing to serve on any other Board/Committee: Please list: - NONE -

Are you interested in serving in any other community volunteer activities:
Yes?

Please submit resume

Continued next page >

Interest/Skills/Areas of Expertise/Professional Organizations

MOAA - MILITARY OFFICERS ASSC.
CWOA - CHIEF WARRANT OFF ASSS.

JAMESTOWN VETERANS
COMMITTEE

List two personal references below: Name: CHRISTY HOLTEN HILL ^{TRN DISPATCHER FOR 13 yrs -} Daytime

Telephone: _____ Address: 510 FORESTDALE, JAMESTOWN

Relationship: FRIEND / OVER 50yr Name: GERALD HEINL

Daytime Telephone: _____ Address: 4100 LEINBAH WINSTON-SALEM

Relationship: SITIMATE IN USCG AFFIRMATION OF ELIGIBILITY Has any formal charge of

professional misconduct, criminal misdemeanor or felony ever been filed against you in any

jurisdiction? Yes _____ No if yes, explain complete disposition.

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee to a Board/Committee?

Yes _____ No if yes, explain _____

I understand this application is public record, and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement or conduct will be cause for my removal from any Board or Committee.

Signature of Applicant: Charles R Clapp Jr. Date: 11/7/14

RETURN COMPLETED FORM TO: Town of Jamestown, P O Box 848,
Jamestown, NC 27282 Telephone: (336) 454-1138 Fax: (336) 886-3508



Appointed in
May 2015

CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMITTEES

Name ROBERT (BOB) B. WILSON

Gender: Male Female Birthdate: 3/1/1948 E mail Bob, deacon 70@gmail.com

Home Phone: - ^{CELL} Daytime Phone: 336-870-0580 Fax: -

Home Address: 604 O'NEIL DRIVE JAMESTOWN, N.C. 27282

How long have you been a resident of Jamestown? 38 YEARS

Current Occupation/Title: RETIRED

Employer/Business Name: _____

Business Address and Zip: _____

Supervisor Name: _____

Education: High School () College () Graduate School () Other () Degree/Subject of Study:

WAKE FOREST UNIVERSITY BS & MA IN School/Name Years Attended:

PHYSICAL EDUCATION 1966-1971

BOARD/COMMITTEE APPLYING FOR (list one): PARKS & RECREATION

List the Board or Committee on which you currently serve and your term expiration date:

PARKS AND RECREATION

What are your qualifications for serving on the Board/Committee for which you are applying? FORMER CHAIRMAN AND CEO OF SEVERAL FURNITURE RELATED COMPANIES

Are you willing to serve on any other Board/Committee: Please list: _____

Are you interested in serving in any other community volunteer activities:
_____?

Please submit resume

Continued next page >

Interest/Skills/Areas of Expertise/Professional Organizations

BA & MA IN RELATED FIELD ... LOW HANDICAP GOLFEN ... 44 YEAR BUSINESS CAREER, MOSTLY IN EXECUTIVE MANAGEMENT

List two personal references below: Name: KEITH VOLZ Daytime

Telephone: _____ Address: _____

Relationship: CLOSE FRIEND/NEIGHBOR Name: KERRY MILLER

Daytime Telephone: _____ Address: _____

Relationship: CLOSE FRIEND/NEIGHBOR AFFIRMATION OF ELIGIBILITY Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any

jurisdiction? Yes _____ No if yes, explain complete disposition.

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee to a Board/Committee?

Yes _____ No if yes, explain _____

I understand this application is public record, and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement or conduct will be cause for my removal from any Board or Committee.

Signature of Applicant: [Signature] Date: 5/8/2019

RETURN COMPLETED FORM TO: Town of Jamestown, P O Box 848, Jamestown, NC 27282 Telephone: (336) 454-1138 Fax: (336) 886-3508

Appointed in
May 2015



CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMITTEES

Name JAMES D PENDRY

Gender: Male Female Birthdate: 6/23/41 E mail jpendry@Northstate.net

Home Phone: 336-454-6269 Daytime Phone: 336-255-4874 Fax: _____

Home Address: 511 D'NEILL DR JAMESTOWN, NC 27282

How long have you been a resident of Jamestown? 30 YEARS

Current Occupation/Title: _____

Employer/Business Name: RETIRED

Business Address and Zip: _____

Supervisor Name: _____

Education: High School College Graduate School Other Degree/Subject of Study: _____

JACKSONVILLE High School (4) School/Name Years Attended: _____

Guilford College (4) _____

BOARD/COMMITTEE APPLYING FOR (list one): PARK & RECREATION COMM.

List the Board or Committee on which you currently serve and your term expiration date:

NONE

What are your qualifications for serving on the Board/Committee for which you are applying? most of adult life been involved in different outdoor activities & sports.

Are you willing to serve on any other Board/Committee: Please list: _____

Are you interested in serving in any other community volunteer activities:

_____?

Please submit resume

Continued next page >

Interest/Skills/Areas of Expertise/Professional Organizations

JAMESTOWN CIVITAN CLUB (PAST PRESIDENT) (PAST SECRETARY)

List two personal references below: Name: ROBERT PICKETT Daytime

Telephone: 336-454-6208 Address: 605 O'NEILL DR JAMESTOWN

Relationship: FRIEND Name: BOB WILSON

Daytime Telephone: 336-454-2194 Address: 604 O'NEILL DR JAMESTOWN

Relationship: FRIEND AFFIRMATION OF ELIGIBILITY Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any

jurisdiction? Yes No if yes, explain complete disposition.

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee to a Board/Committee?

Yes No if yes, explain

I understand this application is public record, and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement or conduct will be cause for my removal from any Board or Committee.

Signature of Applicant: James D. Pondry Date: 1/26/15

RETURN COMPLETED FORM TO: Town of Jamestown, P O Box 848, Jamestown, NC 27282 Telephone: (336) 454-1138 Fax: (336) 886-3508

Submitted
August 2018

CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMISSIONS

		Date: 8/20/18
Last Name: Reese	First Name: Amy	Middle Initial: E
Birthdate: 01/22/70		
Email: usernamereese@gmail.com		Home Phone: 336.681.7738
Daytime Phone: 336.275.1654	Cell Phone: 336.681.7738	
Home Address: 205 Brookdale Drive, Jamestown		
Live in Jamestown Town Limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Current Occupation/Title		Clinical Director
Employer/Business Name		Triad Health Project
Business Address (with zip code):		801 Summit Avenue, Greensboro, NC 27405
Supervisor's Name:		Mark Cassity
Education: <input type="checkbox"/> High School <input type="checkbox"/> College <input checked="" type="checkbox"/> Graduate School <input type="checkbox"/> Other:		
Degree and Subject of Study:		MSW, Social Work
School Name/Years Attended:		UNC Chapel Hill- 1, UNC-Greensboro- 4
Applying for Board/Commission (enter one): Parks & Rec		
Why are you interested in serving on that Board/Commission?	Environmental interests in protecting the natural resources of Jamestown and promoting the recreational opportunities.	
	None	
What Board or Commission are you currently serving?	None	
	Term Expiration Date:	
Are you willing to serve on any other Board/Commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please list:	Planning	
Are you interested in serving in any other community volunteer activities? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, please list:		

Interests/Skills/Areas of Expertise/ Professional Organizations: Member of the National Association of Social Workers and Licensed by the state. I manage staff and many operations for a non-profit in Greensboro. Previous Board experience and skills in working with groups.

List two professional references below:

1.	Name:	Mark Cassity	Daytime Phone:	336.274.5637
	Address:	Greensboro, NC		
	Relationship:	supervisor		
2.	Name:	Meagan Patillo	Daytime Phone:	336.884.4116
	Address:	Sedgefield, NC		
	Relationship:	co-worker		

AFFIRMATION OF ELIGIBILITY

Has any formal charge of professional misconduct, criminal misdemeanor, or felony ever been filed against you in any jurisdiction? Yes No

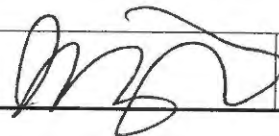
If yes, explain.

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee to a Board/Commission? Yes No

If yes, explain.

I understand this application is public record, and I certify the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree any misstatement or conduct will be cause for my removal from any board or commission.

Signature of Applicant:
(Please print and sign.)

Amy Reese 

Date: 8/20/18

PLEASE ATTACH RESUME

RETURN COMPLETED FORM TO:

Town of Jamestown, Attn: Town Clerk PO BOX 848 Jamestown, NC 27282

Website: www.jamestown-nc.gov

Email: kmcbride@jamestown-nc.gov Fax: 336-886-3804 Telephone: 336-454-1138

Note: Applications will be kept on file for two years from the date of application.

AMY REESE, MSW, LCSW

PHONE 336.681.7738 • E-MAIL USERNAMERESE@GMAIL.COM

WORK EXPERIENCE

May 2002- Present

Triad Health Project
Greensboro, North Carolina

Clinical Director- 2008- present

- Manage daily operations of Case Management and Clinical team, including Interns from local Universities, providing supervision and evaluation to Client Services and Prevention staff in all agency locations.
- Analyze and monitor client and service data and develop effective programming based on client needs, available community resources, and best practices for effective treatment and prevention. Assist with grant-writing and reporting for Client Services funding.
- Educate and train staff regarding developments in state and local requirements pertaining to agency mission.
- Represent Client Services team in various projects with community partners.
- Complete Case Management Intakes for clients new to the agency.
- Serve as liaison to Executive Director and management regarding clinical and advocacy issues affecting agency.

Director of Clinical Services, Greensboro- 2004- 2008

- Manage daily operations of Greensboro Case Management and Clinical team, providing supervision and evaluation to Client Services staff and Interns.
- Educate and train staff regarding developments in state and local requirements pertaining to agency mission.
- Represent Client Services team in various projects with community partners.
- Complete Case Management Intakes for clients new to the agency.
- Serve as liaison to Executive Director and management regarding clinical and advocacy issues affecting agency.

HIV Case Manager/Therapist- 2002-2004

- Provide comprehensive Case Management services for HIV-positive clients, including intake and ongoing assessment, resource identification and coordination, crisis interventions, and monitoring.
- Identify, diagnose, and treat clients and affected members of their support systems through provision of individual, couples, and family therapy.
- Offer pre- and post-test counseling to individuals seeking HIV and STI testing.
- Chair agency's Quality Assurance Committee, ensuring that agency documentation complies with local, federal, and state regulations, and coordinate Client Services audits with funding sources.
- Assist with reviewing and reporting of agency grants.

MSW Intern

- Performed case management activities including intakes, assessments, development and implementation of care plans, resource identification, service coordination, and monitoring.
- Conducted individual counseling sessions with a culturally diverse client base.
- Served on agency's Quality Assurance Committee, meeting quarterly to review documentation to ensure compliance with agency, state, and federal standards.

April 1995- May 2001

Fresenius Medical Care
Greensboro, North Carolina

Renal Social Worker

- Managed revolving caseload of 100 dialysis patients at three facilities.
- Provided counseling regarding chronic illness for patients and their families.
- Utilized knowledge of community and nationwide resources to assist with needs such as housing, transportation, medications, and finances.
- Oriented new patients to dialysis regimen and performed psychosocial assessments.

June 1993- November 1994

Hospice of Winston-Salem
Winston-Salem, North Carolina

Hospice Social Worker

- Maintained caseload of 20 to 25 patients.
- Offered counseling to patients and their families.
- Developed and utilized plans of care to address patient needs within a multidisciplinary team environment.
- Completed psychosocial and bereavement evaluations.
- Researched and provided appropriate referrals.

EDUCATION

Master of Social Work

2001-2002

University of North Carolina
Chapel Hill, North Carolina

Bachelor of Science, Social Work

1988 – 1993

University of North Carolina
Greensboro, North Carolina

PROFESSIONAL AFFILIATIONS

National Association of Social Workers, member

2001- present

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: Update on Town of Jamestown Litter Sweep

AGENDA ITEM #: V-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 5 minutes

DEPARTMENT: Finance

CONTACT PERSON: Elizabeth Greeson

SUMMARY:

2019 Spring Litter Sweep was held 4.27.19

58 attendees
48 bags of litter
10 Locations/Target Areas

48 Trash Bags left at curb and picked up by Sandy Ridge District DOT staff during the week after as requested from Carol Townsend-NCDOT Representative.

Requests for Certificates of Appreciation ordered from NCDOT. Photo from event and Certificate to be distributed as a thank you to the formed organizations at later date with invite to participate in future pick ups.

Future Fall Litter Sweep -Proposed Date-Sept 21, 2019.

ATTACHMENTS: Litter Sweep Poster, Volunteer Sign In Sheet, Photo of Volunteers, Flyer for Fall Litter Sweep 2019

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

LITTER SWEEP

NORTH CAROLINA

APRIL 13-27, 2019

Volunteer Locally

North Carolina Department of
Transportation Biannual Cleanup Drive
*Forms, posters and telephone listings
are available on our website.*

ncdot.gov/littersweep

Share your clean-up images at:

#LitterSweepNC



ADOPT-A-HIGHWAY
Learn how you can help keep
North Carolina beautiful.
apps.ncdot.gov/LM



SWAT-A-LITTERBUG
Littering is illegal and a fineable offense upon conviction,
G.S. 14-399. Let us know when a person is littering by
contacting Litter Management through the Online Swat-A-
Litterbug process or by calling the NC State Highway Patrol
at *HP or NCDOT Customer Service at **877-DOT-4YOU**
(877-368-4968). Find out more at ncdot.gov/litterbug.

April 27, 2019

Additional Total
58
 3 JBA 4/27
 10 Rotary 4/27
 10 Lions 5/4
 missing RHS JRETC

Brooke Fields
 John Capes
 Jim [unclear]

Alan [unclear]
 Debby Blankenburg
 Shannon, Ben, Eli Arnold
 M. can [unclear]
 Wesley [unclear]
 Jim [unclear]
 Rose [unclear]
 Mark [unclear]
 Charles Boston
 Jerry Kenyon
 Noah Tessa

48 Bags
 10 Scientific/Robbins
 5 Main/Dillon -
 5 Ragsdale/BST-
 2 Main/Vankleugh-
 5 Oakdale/Harvey
 5 River Road -
 4 Oakdale/Moore
 2 Ragsdale/Foodart
 10 East fork -

Katlyn Cice
 Nathan Tessa
 Nicholas Tessa
 Elizabeth Mann Rayburn
 Dan McDaniel
 LARRY FLOTKRETT

Ei I x/e
 DOUG VAN ARE
 Leah Grant
 Liam Grant
 V. [unclear]

Tom [unclear]
 Bob Stewart
 Mattie Bird
 Allan Bird
 Hannah Vikner
 Ben Vikner
 Mason Vikner
 Carolyn Vikner
 Mark Vikner

@ Dillon Bridge
 Refrigerator
 floor
 Battery
Left
Not picked
up



Join Town of Jamestown Annual Fall Litter Sweep

September 21, 2019----9-11am

**Meet at the Food Lion Parking Lot –
Main Street and Ragsdale Road**

RSVP to 336-454-1138

**Plan to wear long sleeve shirts and high top shoes to
protect against unforeseen hazards.**

HOPE TO SEE YOU THERE!



Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Request for assistance in condemnation of 301 Lee St.

AGENDA ITEM #: V-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2019

ESTIMATED TIME FOR DISCUSSION: 10 min.

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Asst. Town Mgr.

SUMMARY:

After receiving several anonymous citizen complaints regarding 301 Lee St., Planning staff investigated the site in late February. A letter was sent to the owner (attached), asking for the building to either be demolished or renovated and brought into compliance with State Building Codes. The owner has not responded to the Town's requests. Planning staff have been in discussions with Guilford County Building Inspections staff regarding a possible inspection and subsequent issuance of a Notice of Condemnation.

The Guilford County Planning Director has asked that we obtain a formal request by the Town Council to have them inspect this property for building code compliance and possibly assist the Town with issuance of a Notice of Condemnation. Should the County not feel comfortable in issuing any formal report, the Town may alternatively seek a qualified third-party inspector (subject to a cost). Any such costs that are incurred by the Town shall be billed to the property owner and/or may become a lien against the property.

Once a formal inspection has been completed, the Planning Director will report his findings to the Town Council and shall seek all penalties afforded him under the law. A notice shall be sent to the property owner before that meeting so that he may address the Council prior to further action.

ATTACHMENTS: Photos of the subject property; copy of notice of violation

RECOMMENDATION/ACTION NEEDED: Motion to formally request assistance of Guilford County Building Inspections to inspect property.

BUDGETARY IMPACT: N/A (unless third-party inspector is needed)

SUGGESTED MOTION: Move to formally request assistance of the Guilford County Building Inspections staff with regards to possible condemnation of 301 Lee St.

FOLLOW UP ACTION NEEDED: Planning Director shall present a report on findings at a future Council meeting.



Settled 1752
JAMESTOWN
NORTH CAROLINA

February 27, 2019

Michael Young
2216 Guilford College Rd.
Jamestown, NC 27282

To Whom It May Concern:

The Town of Jamestown has received numerous complaints regarding the condition of the property located at 301 Lee St. in Jamestown, NC. Upon a review by the Town of Jamestown, we find you in violation of Article 24 "Nuisance Abatement and Property Maintenance Code" of the Town of Jamestown's Land Development Ordinance. The structures appear to be vacant and in a condition which may warrant condemnation. Additionally, there is evidence of illegal dumping of debris and illegal burning of materials on the property. These are separate and distinct violations of the ordinance and carry a penalty of \$500 per day for each offense.

According to the Town of Jamestown Ordinance, Article 24.5-1 and Ordinance with Respect to Public Nuisances, the Town shall give you thirty (30) days notice to remedy the nuisance or the Town of Jamestown shall have the work completed and bill the property owner for the amount of the work. If the invoice is not paid within 30 days of said notice, the amount of the bill shall become a lien upon the subject property and shall be collected in the same manner provided for the collection of delinquent taxes.

To remedy this situation, you must either remove the structures (both the home and the garage) or make a concerted effort to renovate the structures to meet current building code.

The Town of Jamestown does request that you either contract with a qualified contractor to demolish the property or obtain proper building permits and begin renovations on the property no later than March 27, 2019.

If you have any questions please feel free to call me at Town Hall, 336-454-1138.

Sincerely,

Matthew Johnson, AICP
Planning Director

PO Box 848
Jamestown, NC 27282

<http://www.jamestown-nc.gov/>

Tel: (336) 454-1138
Fax: (336) 886-3504













