



Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council

May 21, 2024

6:00 pm in the Civic Center

Agenda

- I. Call to Order-**
 - A. Roll Call
 - B. Pledge of Allegiance
 - C. Moment of Silence
 - D. Approval of Agenda
- II. Consent Agenda-**
 - A. Approval of minutes from the April 16th Regular Town Council Meeting
 - B. Approval of minutes from the April 18th Special Town Council Meeting
 - C. Approval of minutes from the April 19th Town Council Budget Retreat
 - D. Appointment of William Grant to serve as a Parks and Recreation Committee Alternate
 - E. Certificate of Sufficiency for the Annexation Petition for the property located at 1905 1915 and 1903 Guilford College Road
 - F. Analysis of the Financial Position of the Town of Jamestown
 - G. Budget Amendment #16
 - H. Approval of amended audit contract with Strickland Hardee, PLLC
- III. Public Comment**
- IV. Proclamation declaring May 19th-25th as Public Works Week- Mayor Montgomery**
- V. Proclamation declaring May 15th as Peace Officers Memorial Day and May 12th-18th as Police Week in the Town of Jamestown- Mayor Montgomery**
- VI. Resolution honoring Ed Stafford- Council Member Wolfe**
- VII. Award of Letter of Recognition from the National Garden Club, Inc. in honor of the Gold Star Memorial- Sherrie Richmond, President of the Cedarwood Garden Club**
- VIII. Old Business-**
 - A. Presentation of audit report summary FY 2022/2023 by Nick Wicker, Strickland Hardee, PLLC Representative- Faith Wilson, Finance Director
 - B. Public Hearing for the Recommended 2024/2025 Fiscal Year (FY) Budget and Capital Improvement Plan (CIP)- Matthew Johnson, Town Manager
 - C. Adoption of Resolution setting a public hearing date for the request for annexation of 1905 1915 and 1903 Guilford College Road- Anna Hawryluk, Planning Director
 - D. Public Hearing on rezoning request for property located at 100 near Lennox Drive from Residential Main Street Transitional (RMST) to Conditional Zoning-Residential Main Street Transitional (CZ-RMST)- Anna Hawryluk, Planning Director
 - Consideration of approval/denial of rezoning request
 - Consideration of approval of consistency/inconsistency statement
- IX. New Business-**
 - A. Consideration of approval of amended contract for services with the Jamestown Public Library- Faith Wilson, Finance Director
 - B. Consideration of approval of amended contract for services with the Historic Jamestown Society- Faith Wilson, Finance Director

- C. Consideration of approval of financing terms for the purchase of a leaf truck- Faith Wilson, Finance Director
- D. Overview of Spring Litter Sweep 2024- Elizabeth Greeson, Accounting Technician II
- E. Consideration of award of contract to lowest, responsive, responsible bidder for the ARPA Small Sidewalk Projects- Paul Blanchard, Public Services Director
- F. Consideration of award of professional service contract for the East Main Street Sidewalk Project- Paul Blanchard, Public Services Director
- G. Consideration of award of contract to the lowest, responsive, responsible bidder for the shelters at the Jamestown Park & Golf Course- Scott Coakley, Parks and Recreation Director
- H. Consideration of award of contract to the lowest, responsive, responsible bidder for the basketball court at the Jamestown Park & Golf Course- Scott Coakley, Parks and Recreation Director
- I. Consideration of approval of Republic Services Disposal Agreement- Matthew Johnson, Town Manager
- X. **Manager/Committee Reports-**
 - A. Manager Report
 - B. Council Member Committee Reports
- XI. **Public Comment**
- XII. **Other Business**
- XIII. **Closed Session Per G.S. 143-318 to discuss matters related to Attorney Client Privilege (301 Lee Street)**
- XIV. **Adjournment**

Working Agenda for the May 21st Regular Town Council Meeting

Tentative Time Line	Agenda Item	Responsible Party	Action required by the Town Council
6:00 pm	I. Call to Order	Mayor Montgomery	Mayor Montgomery to call the meeting to order.
6:00 pm	A. Roll Call	K. Weiner	Weiner to take roll call.
6:00 pm	B. Pledge of Allegiance	Mayor Montgomery	Mayor Montgomery to lead everyone in the Pledge of Allegiance.
6:00 pm	C. Moment of Silence	Mayor Montgomery	Mayor Montgomery to call for a moment of silence
6:00 pm	D. Approval of Agenda	Mayor Montgomery	Mayor Montgomery to ask Council if there are any items that need to be added or deleted.
6:05 pm	II. Consent Agenda		
6:05 pm	A. Approval of minutes from the April 16 th Regular Town Council Meeting B. Approval of minutes from the April 18 th Special Town Council Meeting C. Approval of minutes from the April 19 th Town Council Budget Retreat D. Appointment of William Grant to serve as a Parks and Rec Alternate E. Certificate of Sufficiency for the Annexation Petition for the property located at 1905 1915 & 1903 Guilford College Road F. Analysis of the Financial Position of the Town of Jamestown G. Budget Amendment #16 H. Approval of amended contract with Strickland Hardee, PLLC		Council Member makes a motion to approve the consent agenda. Council Member makes a second to the motion. Then vote.
6:05 pm	III. Public Comment		Please state your name and address and adhere to the 3 minute time limit
6:20 pm	IV. Proclamation declaring May 19 th -25 th as Public Works Week	Mayor Montgomery	Mayor Montgomery to present the Proclamation declaring May 19 th -25 th as Public Works Week in the Town of Jamestown.
6:25 pm	V. Proclamation declaring May 15 th as Peace Officers Memorial Day and May 12 th -18 th as Police Week in the Town of Jamestown	Mayor Montgomery	Mayor Montgomery to present the Proclamation declaring May 15 th as Peace Officers Memorial Day and May 12 th -18 th as Police Week in the Town of Jamestown to Captain Howell with the Guilford County Sheriff's Department.
6:30 pm	VI. Resolution honoring Ed Stafford	Council Member Wolfe	Council Member Wolfe to present the Resolution to Ed Stafford.
6:35 pm	VII. Award of Letter of Recognition from the National Garden Club, Inc. in honor of the Gold Star Memorial	Sherrie Richmond, President of the Cedarwood Garden Club	Sherrie Richmond to present the Letter of Recognition from the National Garden Club to the Mayor and Council in honor of the Gold Star Memorial.
6:40 pm	VIII. Old Business		
6:40 pm	A. Presentation of audit report summary FY 2022/2023 by Nick Wicker, Strickland Hardee, PLLC	Call on F. Wilson	Wilson to introduce Nick Wicker, Strickland Hardee, PLLC Representative. Wicker to present audit summary for Fiscal Year 2022/2023.
6:50 pm	B. Public Hearing for the Recommended 2024/2025 FY Budget and CIP	Call on M. Johnson	Johnson to present an overview of the Recommended Budget and Capital Improvement Plan (CIP) for the 2024/2025 Fiscal Year. Mayor Montgomery to open the public hearing for the Recommended Budget and Capital Improvement Plan (CIP) for the 2024/2025 Fiscal Year. Please state your name and address and adhere to the 3 minute time limit. Mayor Montgomery to open the floor to Council for discussion. Council Member makes a motion to continue the public hearing to the June 25 th Town Council meeting at 6:00 pm in the Civic Center at Town Hall without further advertisement. Council Member makes a second to the motion. Then vote.
7:05 pm	C. Adoption of Resolution setting a public hearing date for the request for annexation of 1905 1915 and 1903 Guilford College Road	Call on A. Hawryluk	Hawryluk to request that Council set a public hearing date for the request for annexation of 1905 1915 and 1903 Guilford College Road for the June 25 th Town Council meeting. Council Member makes a motion to adopt the resolution setting a public hearing date for the consideration of a request for annexation of 1905 1915 and 1903 Guilford College Road for the June 25 th Town Council meeting at 6:00 pm in the Civic Center at Town Hall. Council Member makes a second to the motion. Then vote.

7:10 pm	D. Public Hearing on rezoning request for property located at 100 near Lennox Drive from RMST to CZ-RMST	Call on A. Hawryluk	Hawryluk to present her staff report on the rezoning request for the property located at 100 near Lennox Drive from RMST to CZ-RMST. Mayor Montgomery to call the applicant forward to speak regarding the request. Mayor Montgomery to open the public hearing to anyone that would like to speak regarding the rezoning request. Please state your name and address and adhere to the 3 minute time limit. Mayor Montgomery to open the floor to Council for discussion. Council Member makes a motion to approve/deny the rezoning request for property located at 100 near Lennox Drive from Residential Main Street Transitional (RMST) to Conditional Zoning-Residential Main Street Transitional (CZ-RMST). Council Member makes a second to the motion. Roll Call Vote. Council Member makes a motion to approve the consistency/inconsistency statement. Council Member makes a second to the motion. Then vote.
7:30 pm	IX. New Business		
7:30 pm	A. Consideration of approval of amended contract for services with the Jamestown Public Library	Call on F. Wilson	Wilson to present information regarding the amended contract for services with the Jamestown Public Library. Wilson to request that Council approve the amended contract. Council Member makes a motion to approve/deny the amended contract for services with the Jamestown Public Library and allow the Finance Director and Town Manager to execute the contract. Council Member makes a second to the motion. Then vote.
7:35 pm	B. Consideration of approval of amended contract for services with the Historic Jamestown Society	Call on F. Wilson	Wilson to present information regarding the amended contract for services with the Historic Jamestown Society. Wilson to request that Council approve the amended contract. Council Member makes a motion to approve/deny the amended contract for services with the Historic Jamestown Society and allow the Finance Director and Town Manager to execute the contract. Council Member makes a second to the motion. Then vote.
7:40 pm	C. Consideration of approval of financing terms for the purchase of a leaf truck	Call on F. Wilson	Wilson to present information on the financing terms for the purchase of a leaf truck and request that Council approve the resolution as presented. Council Member makes a motion to adopt/deny the resolution approving the financing of a leaf truck through First Bank in the amount of \$279,989 and allow the Town Manager and Finance Director to execute all documents. Council Member makes a second to the motion. Then vote.
7:45 pm	D. Overview of Spring Litter Sweep 2024	Call on E. Greeson	Greeson to present an overview of the Spring Litter Sweep.
7:50 pm	E. Consideration of award of contract to lowest, responsive, responsible bidder for the ARPA Small Sidewalk Projects	Call on P. Blanchard	Blanchard to present information on the bids for the ARPA Small Sidewalk Projects and to request that Council award the contract to the lowest, responsive, responsible bidder. Council Member makes a motion to award the contract to _____, the lowest, responsive, responsible bidder, in the amount of _____ and allow the Finance Director and Town Manager to execute the contract. Council Member makes a second to the motion. Then vote.
7:55 pm	F. Consideration of award of professional service contract for the East Main Street Sidewalk Project	Call on P. Blanchard	Blanchard to present information on the RFQs for the East Main Street Sidewalk Project and to request that Council award the contract based on the qualifications submitted. Council Member makes a motion to direct the Town Manager, Finance Director, and Town Attorney to review, negotiate, and execute a professional services contract with TranSystems. Council Member makes a second to the motion. Then vote.
8:05 pm	G. Consideration of award of contract to the lowest, responsive, responsible bidder for the shelters at the Jamestown Park & Golf Course	Call on S. Coakley	Coakley to present information on the bids for the shelters at the Jamestown Park and to request that Council award the contract to the lowest, responsive, responsible bidder. Council Member makes a motion to award the contract to _____, the lowest, responsive, responsible bidder, in the amount of _____ and allow the Finance Director and Town Manager to execute the contract. Council Member makes a second to the motion. Then vote.
8:15 pm	H. Consideration of award of contract to the lowest, responsive, responsible bidder for the basketball court at the Jamestown Park & Golf Course	Call on S. Coakley	Coakley to present information on the bids for the basketball court at the Jamestown Park and to request that Council award the contract to the lowest, responsive, responsible bidder. Council Member makes a motion to award the contract to _____, the lowest, responsive, responsible bidder, in the amount of _____ and allow the Finance Director and Town Manager to execute the contract. Council Member makes a second to the motion. Then vote.
8:25 pm	I. Consideration of approval of Republic Services Disposal Agreement	Call on M. Johnson	Johnson to present information on the Republic Services Disposal Agreement and request that Council approve the contract. Council Member makes a motion to approve/deny the Republic Services Disposal Agreement. Council Member makes a second to the motion. Then vote.
8:30 pm	X. Manager/Committee Reports		
8:30 pm	A. Manager Report	Call on M. Johnson	Johnson to present his monthly Manager's Report to Town Council.
8:35 pm	B. Council Member Committee Reports	Mayor Montgomery	Mayor Montgomery to request that Council Members give reports for any Committees that they serve on.
8:40 pm	XI. Public Comment		Please state your name and address and adhere to the 3 minute time limit
8:55 pm	XII. Other Business		
9:00 pm	XIII. Closed Session per G.S. 143-318 to discuss matters related to Attorney Client Privilege (301 Lee Street)		Council Member makes a motion to go into closed session per G.S. 143-318 to discuss matters related to Attorney Client Privilege (301 Lee Street). Council Member makes a second to the motion. Then vote. Council Member makes a motion to resume open session. Council Member makes a second to the motion. Then vote.
9:20 pm	XIV. Adjournment		Council Member makes a motion to adjourn. Council Member makes a second to the motion. Then vote.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the April 16th Regular TC Meeting

AGENDA ITEM #: II-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Minutes from the April 16th Regular Town Council meeting

ATTACHMENTS: Minutes from the April 16th Regular Town Council Meeting

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A

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**Regular Meeting of the Town Council
April 16, 2024
6:00 pm in the Civic Center
Minutes & General Account**

Council Members Present – Mayor Montgomery, Council Members Rayborn, Wolfe, Burgess and Glanville

Council Member Absent – None

Staff Members Present – Matthew Johnson, Paul Blanchard, Faith Wilson, Katie Weiner, Rebecca Ashby, Anna Hawryluk, & Scott Coakley

Visitors Present – Darlene Fetc, Russ Walker, Eddie Oakley, Tanneshia Dukes, John Capes, & Carol Brooks

Call to order – Mayor Montgomery called the meeting to order at 6:00 pm.

Roll Call- Weiner took roll call as follows:

- | | |
|----------------------------|---------|
| • Council Member Glanville | Present |
| • Council Member Rayborn | Present |
| • Mayor Montgomery | Present |
| • Council Member Burgess | Present |
| • Council Member Wolfe | Present |

Weiner stated that a quorum was present.

Pledge of Allegiance - Jose Dubs, Boy Scout with Troop 42, led the Pledge of Allegiance.

Moment of Silence - Mayor Montgomery called for a moment of silence.

Approval of Agenda - Mayor Montgomery asked if anyone had any changes to make to the agenda.

Council Member Rayborn made a motion to amend the agenda as follows:

1. Add new item C under New Business – Resolution authorizing Town Clerk to investigate an annexation petition
2. Remove item IV Resolution honoring Ed Stafford
3. Add new item A under Old Business – Consideration of approval of amendment to the audit contract with Strickland Hardec, PLLC
4. Remove audit report presentation under Old Business

Council Member Wolfe made a second to the motion. The motion passed unanimously.

Consent Agenda – The consent agenda included the following items:

- Approval of minutes from the March 19th Regular TC Meeting

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- Approval of minutes from the March 19th TC Budget Retreat
- Proclamation Spring Litter Sweep
- Analysis of the financial position of the Town
- Budget Amendment #15
- Resolution to close out Capital Project Fund for ARPA Stormwater project
- Resolution adopting Local Supply Plan

Council Member Glanville made a motion to approve the Consent Agenda. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

(Proclamation Spring Litter Sweep, Budget Amendment # 15, Resolution to close our Capital Project Fund for ARPA Stormwater project, Resolution adopting Local Supply Plan)

Public Comment – Nobody spoke.

Resolution honoring Russell Walker, Jr. – Council Member Burgess read and presented a resolution honoring Mr. Walker.

(Resolution honoring Russell Walker, Jr.)

Capital Improvement Plan (CIP) Public Input Session – Johnson stated that the Capital Improvement Plan (CIP) was a five-year plan that was updated each year with input from Council, staff, and the public. He said that it outlined projects that would be funded in the budget for the upcoming fiscal year.

Mayor Montgomery opened the floor to anybody that would like to speak regarding the CIP. Nobody came forward.

Mayor Montgomery encouraged anyone that would like to provide input on the CIP to contact Council.

Old Business

- Consideration of approval of amendment to audit contract with Strickland Hardee, PLLC- Wilson requested that Council approve the amended contract with the auditing firm of Strickland Hardee, PLLC. The amended contract extended the contract to April 30, 2024.

Council Member Wolfe made a motion to approve the amended audit contract with Strickland Hardee, PLLC. Council Member Glanville made a second to the motion. The motion passed by a unanimous vote.

- Public Hearing for the consideration of the approval of amended Water Shortage Response Plan – Blanchard stated that the state mandated that the Water Shortage Response Plan be revised every five years. He said that the purpose of the Water Shortage Response Plan was to identify actions to be taken if a drought were to occur.

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Mayor Montgomery opened the public hearing to anyone that would like to speak regarding the Water Shortage Response Plan.

No one came forward to comment.

Mayor Montgomery closed the public hearing and opened the floor to Council for discussion.

Council Member Wolfe asked if the Plan had been posted on the Town's website.

Blanchard responded that it had been posted as required.

Council Member Glanville made a motion to approve the resolution approving the Water Shortage Response Plan. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

(Resolution approving Water Shortage Response Plan)

New Business

- Appointment of Planning Board members – Weiner said there were two vacancies on the Planning Board for full-time members. She stated that the applicants included the following: John Capes, Hope Inge, Duane Willis, Brant Gomez, Darlene Fete, Eddie Oakley, and Susan Dickenson. She requested that Council appoint an applicant to serve the unexpired term of Ed Stafford, and that Council appoint an applicant to serve the unexpired term of Russ Walker. Weiner said that Council will also need to appoint new Alternates to serve if current Alternates, John Capes and Hope Inge, were appointed to full time positions.

Council Member Burgess made a motion to appoint Hope Inge to serve the unexpired term of Ed Stafford. Council Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

Council Member Wolfe made a motion to appoint Darlene Fete to serve the unexpired term of Russ Walker through August of 2025. Council Member Glanville made a second to the motion. The motion passed by a unanimous vote.

Council Member Glanville made a motion to appoint Brant Gomez to serve as an Alternate on the Planning Board. Council Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

- Jamestown Park and Golf Course quarterly report– Coakley presented his quarterly golf update as follows:
 - Rounds were up in March with 2800 rounds compared to 2300 rounds last March
 - Driving range usage was also up except for January
 - Golf maintenance projects included installation of stones to keep holes from rotting, the repair of drainage issues, and fertilization of the course.

- Staff had contacted playground designers about the new playground.
 - Music in the Park events had been finalized and would begin on May 3rd.
 - The Certificate of Occupancy had been received for the maintenance building.
 - Arbor Day was celebrated last week, and the Jamestown Golf Association planted trees.
 - Flowerpots in the Park event was held last week as part of a grant application. There was a great turnout.
- Resolution authorizing Town Clerk to investigate an annexation petition- Hawryluk informed the Council that the Town received an application for annexation for 1903 and 1905 1915 Guilford College Road, and the Clerk needed to be directed to investigate the annexation petition. She said that this was the first step in the annexation process. She added that there had also been a rezoning request submitted for the property. Hawryluk stated that annexation and rezoning should be done at the same time. She provided an overview of the timeline of the annexation process and noted that a public hearing for the annexation and rezoning would be scheduled for the June 25th Town Council meeting. She requested that Council approve the resolution authorizing the Town Clerk to investigate the annexation petition.

Council Member Wolfe made a motion to approve the resolution authorizing the Clerk to investigate the annexation petition. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

(Resolution authorizing the Town Clerk to investigate an annexation petition)

- Request to set a Public Hearing date for a rezoning request for 1903 and 1905 1915 Guilford College Road from Single - Family Residential (SFR) to Conditional Zoning – Multi-Family Residential (CZ-MFR) –Hawryluk stated that a rezoning request had been received and reviewed by the Planning Board for the property located at 1903 and 1905 1915 Guilford College Road. She requested that Council schedule a Public Hearing for the June 25th regular Town Council meeting at 6:00 pm in the Civic Center for the consideration of the request.

Council Member Glanville made a motion to set a Public Hearing for the rezoning request for 1903 and 1905 1915 Guilford College Road from Single Family Residential to Conditional Zoning-Multi-Family Residential for the June 25th regular Town Council meeting at 6:00 pm in the Civic Center. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Request to set a Public Hearing date for the rezoning of 100 Near Lennox Drive – Hawryluk informed the Council that a rezoning request had been received and reviewed by the Planning Board for the property located at 100 near Lennox Drive. She requested that Council set a Public Hearing date for the consideration of the rezoning of a 1.7+/- acre portion of the parcel located at 100 Lennox Drive for the May 21st regular Council meeting at 6:00 pm in the Civic Center.

Council Member Burgess made a motion to set a Public Hearing date for the consideration of the rezoning of the parcels located at 100 near Lennox Drive for the May 21st regular Town Council meeting at 6:00 pm in the Civic Center. Council Member Wolfe made a second to the motion. The motion passed by unanimous vote.

- Set a Public Hearing date for recommended Budget and CIP for fiscal year 2024-2025 – Wilson requested that Council set a Public Hearing for the May 21st regular Council meeting at 6:00 pm in the Civic Center for the consideration of the recommended budget and CIP for fiscal year 2024-2025.

Council Member Glanville made a motion to schedule a Public Hearing for the recommended budget and Capital Improvement Plan (CIP) for the 2024-2025 fiscal year for the May 21st Council meeting at 6:00 pm in the Civic Center. Council Member Burgess made a second to the motion. The motion passed by a unanimous vote.

- Request for Motion of Support for Accessible Parks (AP) Grant – Ashby asked for motion of support for the application for the Accessible Parks grant funded through the North Carolina Parks and Recreation division. She said that support had been received from the Parks and Recreation Committee and letters of support were being gathered from local agencies. She added that the grant required a one to five match, and that the Town would use the money received from the state as a match. Ashby said that applications were due by May 1st and awards would be announced towards the end of August.

Council Member Glanville made a motion to support the Accessible Parks grant application. Council Member Burgess made a second to the motion. The motion passed by a unanimous vote.

Manager/Committee Reports-

- Manager report – Johnson gave an update on ongoing grants and projects. He also reminded everyone of the 3rd budget retreat scheduled for April 19th at 9:00 am. He spoke about upcoming early voting dates.
- Council Members Committee Reports
 - Council Member Glanville reported that she and Council Member Burgess visited Jamestown Middle School and spoke to their student council about volunteerism.
 - Council Member Rayborn reported that a Parks and Recreation Committee meeting was held on April 1st. She added that they had a great presentation about planned park improvements and grant opportunities.
 - Council Member Burgess reported that the Planning Board met on April 8th and voted to move the next meeting to May 20th due to use of the Civic Center for early voting. She said that a lot of constituents attended the meeting. She noted that the Board recommended denial of the rezoning request for 1903 and 1905 1915 Guilford College Road stating that it was not consistent with the Comprehensive Plan. The Board also recommended the approval of a rezoning request for 100 Lennox Drive. She added that the meeting may be viewed on YouTube.

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- Council Member Wolfe reported that she had attended a TRC meeting where municipalities were advised to consider 3-4% inflation rates on estimates when budgeting.

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

The meeting ended 6:41 pm

Mayor

Town Clerk

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the April 18th Special TC Meeting

AGENDA ITEM #: II-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Minutes from the April 18th Special Town Council Meeting

ATTACHMENTS: Minutes from the April 18th Special Town Council Meeting

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A

DRAFT

**Town Council Budget Retreat
April 18, 2024
9:00 am in the Civic Center
Minutes & General Account**

Council Members Present: Mayor Montgomery, Council Members Wolfe, Rayborn, Glanville and Burgess

Council Members Absent: None

Staff Members Present: Matthew Johnson & Katie M. Weiner

Visitors Present: Peg Carlson & 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.

Workshop for Evaluating Manager and Board Performance- Peg Carlson, Professor with the UNC School of Government, discussed expectations of the workshop with Council and staff. Everyone agreed that they would like to streamline the manager evaluation process and ensure that it could be implemented consistently in the future. Carlson spoke about the shared accountability that the manager and Council have in accomplishing the goals of the Town. Carlson spoke about several diagrams that depicted the roles of Council, the manager, and Town staff. Council Members discussed their roles and how it related to the manager and Town staff. There was also a discussion about the importance of the incorporation of the strategic plan into the manager evaluation process.

Mayor Montgomery called for a ten minute recess at 10:17 am.

Mayor Montgomery called the meeting back to order at 10:27 am.

Carlson discussed key reasons why manager performance evaluations are important:

- Strengthens relationships and builds trust between Council and manager
- Improves communication
- Improves the performance of the organization and the ability to meet both short- and long-term goals
- Allows for Council to provide feedback to the manager
- Provides opportunity to clarify roles and responsibilities of Council and manager

Carlson led the Council in a discussion about important steps and thoughts to consider in a manager evaluation process with the following highlights:

- Planning is the first step in the evaluation process.
- It is important to design an evaluation form that works for the Council and manager.
- Council Members need to determine and agree on the key reason/purpose of the evaluation.
- Council Members should provide clarification and agree on expectations of the manager.
- Timing of evaluation is important.
- The evaluation may be linked to strategic outcomes.
- Budget timeframe is a good time for the evaluation, possibly in July once the budget is adopted.
- Ways to determine and/or rate the effectiveness of the manager's supervision of staff
- How to know if the manager is interacting well with the residents
- Tools and resources available for administering surveys to determine outcomes
- An evaluation may be a two-part process; general knowledge and skills expected from local government managers and status of priorities and goals set by Council.

Carlson provided sample performance evaluation forms for Council's input and discussion.

Consensus – Council Members to review all the evaluation forms provided and provide input on aspects they would like to include in a manager evaluation form to Council Member Glanville and Council Member Rayborn. Council Member Glanville and Council Member Rayborn would develop a draft evaluation form to bring back to Council.

Council Members discussed the possibility of a conducting a self-evaluation of the Board with Johnson and Carlson.

Adjournment – Council Member Burgess made the motion to adjourn. Council Member Glanville made a second to the motion. The motion passed by a unanimous vote.

The meeting ended at 12:08 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the April 19th TC Budget Retreat

AGENDA ITEM #: II-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Minutes from the April 19th Town Council Budget Retreat

ATTACHMENTS: Minutes from the April 19th Town Council Budget Retreat

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A

**Town Council Budget Retreat
April 19, 2024
9:00 am in the Civic Center
Minutes & General Account**

DRAFT

Council Members Present: Mayor Montgomery, Council Members Wolfe, Rayborn, Glanville and Burgess

Council Members Absent: None

Staff Members Present: Matthew Johnson, Katie M. Weimer, Anna Hawryluk, Paul Blanchard, Faith Wilson, Scott Coakley, Rebecca Ashby, Heather Lunsford, and Karen Strausser

Visitors Present: Carol Brooks

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

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

Mayor Montgomery thanked Wilson, on behalf of Council, for her hard work on the budget while also going through the audit.

Introduction to Budget Retreat- Johnson requested Council's guidance to finalize the upcoming budget for a presentation at the May 21st Council meeting with adoption at the June 25th Council meeting. He stated that the Town worked hard to take care of its assets and the main source of funding resulted from the collection of property taxes. He said it was a challenge to balance funding superior services with limited resources. Johnson reviewed some of the services he felt were unique to the Town such as; full-time contracted police and fire services, weekly solid waste, recycling and yard waste collection, monthly bulk pickup, and continuous loose-leaf collection during the leaf season. He added that preparation of the budget was challenging with inflationary pressures. He noted the following rate increases: Duke Energy increase of 24%, Piedmont natural gas increase of 15%, healthcare increase of 5%, telecommunications increase of 15%, fuel costs budgeted to go up roughly 20%, solid waste collection fees increase of 10%, tax collection costs through Guilford County increase of 13%, liability insurance and bonding insurance up 20%, and employer retirement contributions up nearly 2%. He said staff also anticipated a reduction in interest rates and revenues from investments.

Johnson stated the proposed budget General Fund estimated revenues were \$7.7 million and expenditures were approximately \$7.9 million. He noted that there was a deficit of \$255,000. He added that one additional penny on the tax rate would yield approximately \$60,000 in revenue. He noted that a 4.5 cent tax increase would be required to balance the operating budget, and that the expenditures did not include any capital projects. He stated that staff had removed the costs for budgeting software, financial forecasting software, two part-time positions in recreation, and a holiday decoration line item to try to reduce expenditures. Johnson said that staff had reviewed every line item in each department in order to reduce the burden on the General Fund without impacting services.

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Discussion of the 2024/2025 Fiscal Year (FY) Annual Budget and Capital Improvement Plan (CIP) – Johnson said the Town had been selected to host a North Carolina UNC Chapel Hill School of Government Fellows student that would help with the implementation of a Citizens Academy and provide assistance to the Finance Department for approximately a year at a cost of \$25,000 to the Town.

Council Members and staff discussed the difference between an intern and a Fellows student, things the student would do, and the fact that the Town would not have to pay benefits for the student.

Johnson explained that customer service training, a priority on the strategic plan, would cost \$23,000.

Council Member Wolfe asked what the training would entail, and if it would be conducted by an outside consultant. Johnson replied that it would be provided by Dave Treme, an outside consultant. It would take about six months, and the consultant would work with each department to develop a customer service plan.

Johnson stated that the Sheriff's Department had requested that the Town purchase two cars at a cost of roughly \$100,000.

Johnson informed Council that the budget included \$15,000 for special events at the Golf Course.

He said that staff recommended keeping the Fellows Program at a cost of \$25,000, removing the customer service training at \$23,000, purchasing only one car for the Sheriff's Department, and to cut costs for special events at the Golf Course. He stated that this would reduce the deficit by about \$88,000.

Johnson said a solid waste fee increase of \$3 was included in the proposed budget.

Council Members Wolfe, Rayborn, and Glanville said they thought the solid waste fee increase should be \$1 to \$2 instead of \$3. They believed that taxes should cover 50% of the costs for the services. Mayor Montgomery recommended that the fee be increased by \$3 in order to be in a better financial position in the future.

Johnson said it costs the Town \$32 per household per month to provide solid waste services and the current solid waste fee for residents was \$15. He stated that a 3-cent tax increase would be necessary if the solid waste fees were increased by \$3. He added that a larger tax rate increase or a reduction in services would be required to balance the budget if the proposed solid waste fees were reduced.

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Council Member Rayborn stated that the Town pays \$600,000 for Sheriff Department services, and other towns do not pay for those services. She said that Council may need to have a larger conversation about the contract with the Sheriff's Department. She said she would not support increasing both taxes and fees because there were several increases included in the budget for the current fiscal year. Council Member Rayborn said that people had told her that they would prefer a tax increase over a fee increase. She added that she would rather fund customer service training instead of incurring the costs of hosting a Fellows student. She was concerned about the additional work a Citizens Academy would require for staff after the Fellows student was no longer involved with the Town.

Council Member Burgess stated that it was important to focus on current needs of the Town. She agreed that she would rather spend money on customer service training. She added that an intern may be able to assist the Town with a Citizens Academy for a lower cost. She also stated that several senior citizens had informed her that they were concerned about fee increases.

Council Member Wolfe said customer training had been on the strategic plan for a long time. She said it would be beneficial for residents to have pleasant interactions with staff. She said she liked the Fellows program, but it may be difficult for staff to take on additional responsibilities that would result from the Citizens Academy. She said that the Town could celebrate the 50th anniversary of the Golf Course in some inexpensive ways. She added that she would like the opportunity to review line items to see if anything else could be reduced.

Council Member Glanville asked if the Fellows student was an on-going thing or one year only. She asked if drug testing was federally mandated. She added that she preferred a tax increase because it was more evenly distributed.

Johnson said the Town would have to apply annually to be considered to host a Fellows student.

Strausser explained that the Town drug tested all new employees and that quarterly drug tests were federally mandated for drivers.

Mayor Montgomery stated that she would prefer to purchase one car for the Sheriff's Department each year instead of two every other year. She asked Council Members to consider how the Town would function and pay its expenses if it does not increase revenue. She added that \$200,000 was needed just to maintain current services.

Johnson informed Council that 14 cents of the tax rate was for the Fire Department, 8 cents was for the Sheriff's Department, and 37 cents of the 58.5-cent tax rate was used for operations.

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Council Members agreed on the following:

- No participation in the Fellows Program
- Include customer service training
- No purchase of cars for the Sheriff's Department
- Decrease Special Events line item by \$15,000

Johnson said the above changes would require a 2-cent tax increase to balance the budget.

Mayor Montgomery called for a five-minute recess at 10:18 am.

Mayor Montgomery called the meeting back to order.

Johnson reviewed the fiscal year 2024-2025 Capital Improvement Projects (CIP) with Council. He stated that it was updated with input from the March meeting and staff had deferred projects that were not considered mission critical. Projects staff believed to be mission critical were:

- \$10,000 for irrigation pump replacement for the golf course
- \$60,000 service truck replacement and \$9,000 for the snowplow replacement
- \$18,000 a plugger for the golf course
- \$50,000 Fire Department architect
- \$40,000 fencing on the golf course
- \$300,000 dam replacement on the golf course (safety issue)
- \$80,000 paving between the recreation and golf building maintenance shops
- \$30,000 for possible HVAC replacement as a contingency

Johnson said the projects totaled \$644,500. He added that available unrestricted Fund Balance was \$700,000. He noted that staff did not recommend funding the projects solely out of fund balance. He said it would be better to use about \$120,000 from the operating budget, which would be a 2-cent tax increase, to cover the CIP projects. Johnson suggested doing safety-related projects first, which accounted for about half of the \$644,500 and then discuss funding the remainder of the projects with Council mid-year.

Mayor Montgomery said that would use about \$424,000 of the reserve.

Johnson stated his understanding of the consensus from Council was to include a 2-cent tax increase for the operating budget and a 2-cent tax increase for CIP for a total of a 4-cent tax increase.

Johnson discussed the Water and Sewer Fund budget stating that a minimum increase of at least 10.25% would be required to fund future capital expenditures as part of the partnerships for

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water and wastewater treatment. He said that a 17% increase would be best, but Finance believed a 14% increase would be more palatable.

Council Member Wolfe asked what the increases were from High Point and PTRWA.

Wilson said the increase from High Point/Greensboro was 10.25% and PTRWA was 4%.

Wilson stated that if the Town implemented a 14% increase, it would result in a 50-cent increase for residents for the cost of eight units of water. She added that the costs would go from \$3.40 to \$3.90. She said that sewer would increase from \$5.50 per unit to \$6.30 per unit.

Johnson said a \$3 increase for garbage was also included which would increase an average bill, assuming 8 units for water and sewer, from \$86.20 to \$99.60, a difference of \$13.40.

Johnson reviewed the status of the proposed budget as balanced with a 4-cent tax increase. For an average house in Jamestown with a tax value of about \$300,000, a 4-cent tax increase would be an additional \$120 a year, or \$10 a month. He clarified for Council that a \$3 solid waste fee increase was also included with the 4-cent tax increase for the General Fund. He said that if there was no solid waste fee increase, a 5-cent tax increase would be necessary. He noted that a 5-cent tax increase would be \$150 more a year or \$12.50 a month.

Council Members Wolfe, Rayborn, and Glanville discussed concerns about increasing the solid waste fee particularly for senior citizens and whether it was better to do small incremental increases or larger, less frequent increases.

Johnson stated staff would prepare the proposed budget with a 5-cent tax increase, take out the \$3 solid waste fee, and make the other changes discussed.

Council Member Wolfe stated she thought it had been brought down to a 3-cent tax increase.

Johnson replied that would leave a 2-cent tax increase on the General Fund items, 2-cent for CIP and taking out the solid waste fee would equal 1-cent, for a total of 5-cents.

Wilson reviewed the contract services line item and asked Council if there were any changes:

- \$64,000 Library
- \$10,500 Historic Jamestown Society
- \$10,000 YMCA
- \$10,000 Fusion

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Council discussed using the funding that had been allocated for JYL for the current fiscal year to provide additional funding to the other nonprofits. Council agreed to split the JYL funding between the Historic Jamestown Society and the Library. They had no other changes.

Adjournment

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

The meeting ended at 11:11 am.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Appointment of Will Grant to serve as a Parks and Rec Alternate

AGENDA ITEM#: II-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

There is currently a vacancy on the Parks and Recreation Committee for an Alternate Member. Will Grant has submitted his application for the position and it has been provided to the Town Council. There are no other applications to consider at this time.

Staff recommends that Council appoint Will Grant to serve as an Alternate on the Parks and Recreation Committee.

ATTACHMENTS: None

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Consideration of adoption of a Certificate of Sufficiency

AGENDA ITEM #: II-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 2 min.

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Planning Director

SUMMARY:

Under GS 160A-31, the Town has received a petition for annexation of the properties located at 1905 1915 and 1903 Guilford College Road. As a first step, the Town Council directed the Clerk to investigate the petition by adopting a resolution instructing her to do such. The Clerk and the Town Attorney have investigated the petition and have found it to be sufficient. At this time, we request the Town Council adopt the Certificate of Sufficiency for the record.

ATTACHMENTS: Certificate of Sufficiency, Annexation Petition, Metes and Bounds

RECOMMENDATION/ACTION NEEDED: Adopt the Certificate of Sufficiency by recommending approval of consent agenda

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: Set a public hearing date (See agenda item VIII-C)



Settled 1752
JAMESTOWN
NORTH CAROLINA

CERTIFICATE OF SUFFICIENCY

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

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

- a. The petition contains an adequate property description of the area proposed for annexation (Tax Map ID 7822791232 and 7822782991, 19.06 acres, 1903 and 1905 1915 Guilford College Road). A metes and bounds description for the proposed area of annexation is attached.
- b. The area described in the petition is contiguous to the Town of Jamestown primary corporate limits, as defined by G.S. 160A-31.
- c. The petition is signed by and includes the addresses of all owners of real property lying in the area described therein.
- d. The Town Attorney has performed a title search and has verified that the owners of record have signed the petition.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Jamestown, this the 21st day of May, 2024.

(SEAL)



Katie M. Weiner

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



JAMESTOWN ANNEXATION PETITION

Date 2/9/24

TO THE TOWN COUNCIL OF THE TOWN OF JAMESTOWN:

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

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

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

Table with 3 columns: Print or Type Name and Address, Do you declare vested rights?**, Signature. Row 1: Jamestown Equestrian Center LLC, No, [Signature].

Important: Both spouse must sign, if applicable.

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

NOTARY STATEMENT: State of North Carolina, County of Guilford, to wit: [County]. I, Elizabeth T. Greason, a notary public in and for the state and county aforesaid, do hereby certify that William G. Kingsdale IV whose name(s) is (are) signed to the foregoing statement, personally appeared before me in my state and county and acknowledged the same. My commission expires February 20, 2027. Given under my hand this 9th Day of February, 2024. Notary Signature: Elizabeth T. Greason, Printed Name of Notary: Elizabeth T. Greason.

Staff Receipt: Date Received: 2/12/2024, Received By: [Signature]

Jamestown Equestrian Center, LLC – Annexation – Metes and Bounds

Beginning at an existing axle which monuments the NE corner of Plat Book 51 Page 17, said axle having NC State Plane Coordinates (NAD 83) of N 828692.37, E 1727908.32, running thence with the northern line of said plat N 81°44'57" W 1273.21' to a new iron pipe set in the eastern R/W of Guilford College Road, running thence with said R/W on a curve to the left having a radius of 3576.11' a chord bearing and distance of N 20°29'12" E 75.60' to an existing NCDOT R/W marker, thence continuing with the eastern R/W of Guilford College Road the following three calls: N 18°47'08" E 231.26' to an existing NCDOT R/W marker, N 18°04'33" E 419.92' to an existing NCDOT R/W marker, and N 58°34'08" E 48.36' to a new iron pipe set in the southern R/W of Chadwick Drive, running thence with the southern R/W of Chadwick Drive S 75°04'45" E 301.53' to an existing iron pipe and S 75°49'33" E 762.48' to an existing iron pipe in the western line of Tax Parcel 235862 (Mackay Road, LLC DB 8382 PG 154), running thence with their western line S 03°53'44" W 634.01' to the point and place of beginning, containing 18.704 acres +/- and being Guilford County Tax Parcels 159062 and 159061.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Financial Analysis for April 2024

AGENDA ITEM #: 11.F

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Heather Lunsford

SUMMARY:

Summary schedule of cash & deposits, debt balances, total revenues collected to date and expenditures to date is provided as of 04-30-2024

During the month of April we received a grant in the amount of \$200,000 from the state to be used toward the construction of ADA compliance restrooms at Jamestown Park if funded by the accessible parks grant. Investment earning are still earning strong.

During the month we paid to the Fire Department the 4th quarter payment of \$213,914 and a 4th quarter payment to the Library of \$16,000.

There was 3540 rounds of golf played in April 2024 compared to 3283 rounds played in April 2023. April 2023 had 8 bad weather days and April 2024 had 2 bad weather days. There were no closed days in April 2023 and no closed days in April 2024.

ATTACHMENTS: Summary of financial analysis

RECOMMENDATION/ACTION NEEDED: none

BUDGETARY IMPACT: none

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: none



**Town of Jamestown
FINANCIAL SUMMARY REPORT
FOR PERIOD OF 07/01/2023 - 4/30/2024**

GENERAL FUND

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	FYE 06/30/23 PRIOR YEAR ACTUAL TO DATE
REVENUES (FUND 10)					
PROPERTY TAXES	\$ 8,494,930	\$ 3,549,384	\$ (54,454)	101.56%	\$ 3,050,224
MOTOR VEHICLE FEES	114,000	46,379	67,621	40.68%	
SALES TAXES/HOLD HARMLESS	1,050,000	622,881	427,119	59.32%	1,055,284
UTILITIES SALES TAXES	295,290	162,397	132,893	55.00%	311,875
GRANTS FROM GUILFORD COUNTY	55,500	55,500	-	100.00%	55,500
GARBAGE & RECYCLING FEES	245,000	209,897	35,103	85.67%	206,071
POWELL BILL	115,000	119,978	(4,978)	104.33%	107,480
STORMWATER FEES	50,000	70,800	(20,800)	141.60%	
GOLF COURSE FEES	1,064,300	992,446	71,854	93.25%	1,210,484
RECREATION FEES	22,000	25,786	(3,786)	117.21%	24,475
INVESTMENT EARNINGS	210,000	189,361	20,639	90.17%	155,215
ISSURANCE OF INSTALLMENT PURCHASE FINANCING	944,000	322,186	21,814	93.66%	-
OTHER REVENUES	208,270	412,335	(204,065)	197.98%	1,693,641
TRANSFER FROM GENERAL CAPITAL RESERVE FUND	75,000	72,108	2,892	96.14%	74,931
BALANCING APPROPRIATION	727,844	-	727,844	0.00%	-
	\$ 8,071,234	\$ 6,851,440	\$ 1,219,794	84.89%	\$ 7,945,189

CAPITAL RESERVE FUND (FUND 11)

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	FYE 06/30/23 PRIOR YEAR ACTUAL TO DATE
REVENUE					
INTEREST	\$ 100	\$ 305	\$ (205)	304.91%	\$ 67
TRANSFER FROM GENERAL FUND	125,000	143,831	(18,831)	115.07%	124,921
	\$ 125,100	\$ 144,136	\$ (19,036)	115.22%	\$ 124,987

	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	FYE 06/30/23 PRIOR YEAR ACTUAL TO DATE
EXPENDITURES & ENCUMBRANCES (FUND 10)						
GOVERNING BODY	\$ 142,638	\$ 46,350	\$ 49,884	\$ 46,405	67.47%	\$ 124,716
ADMINISTRATION	1,110,609	815,685	41,802	253,122	77.21%	831,980
PLANNING	255,873	184,494	18,964	52,014	79.64%	224,233
BUILDINGS & GROUNDS	385,985	274,915	39,487	71,583	81.45%	363,952
PUBLIC SAFETY	524,100	236,652	12,289	275,159	47.50%	439,450
FIRE	873,000	862,308	8,128	2,564	99.71%	873,896
STREET	419,894	211,415	88,251	120,228	71.37%	274,381
POWELL BILL	-	-	-	-	0.00%	290,051
STORMWATER	58,400	37,081	20,349	971	98.34%	-
SANITATION	547,080	358,782	45,813	142,485	73.96%	1,486,759
RECREATION	612,652	485,332	17,594	109,726	82.09%	488,375
GOLF COURSE MAINTENANCE	1,868,669	1,190,030	48,979	629,640	66.31%	1,094,468
GOLF SHOP	722,963	462,999	50,261	189,703	73.76%	774,312
DEBT SERVICE	364,701	211,940	-	152,761	58.11%	350,224
OTHER FINANCE USES	185,070	199,331	-	(14,261)	107.71%	176,839
	\$ 8,071,234	\$ 5,597,333	\$ 441,801	\$ 2,032,099	74.82%	\$ 7,833,635

EXPENDITURES & ENCUMBRANCES (FUND 11)

TRANSFERS TO OTHER FUNDS	\$ 75,000	\$ 72,108	\$ -	\$ 2,892	96.14%	\$ 74,931
RESERVE FOR FUTURE EXPENDITURES	50,100	-	-	50,100	0.00%	-
	\$ 125,100	\$ 72,108	\$ -	\$ 2,992	57.64%	\$ 74,931

WATER & SEWER FUND

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	FYE 06/30/23 PRIOR YEAR ACTUAL TO DATE
REVENUES (FUND 30)					
WATER CHARGES	\$ 990,000	\$ 846,041	\$ 144,959	85.39%	\$ 955,863
SEWER CHARGES	3,000,000	3,079,661	(79,661)	102.66%	2,876,362
INVESTMENT EARNINGS	300,000	391,897	(91,897)	130.63%	294,448
OTHER REVENUES	58,100	64,259	(6,159)	114.54%	207,648
TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND	118,400	118,376	24	99.98%	118,376
TRANSFER FROM WATER SEWER CAPITAL RESERVE	-	-	-	0.00%	-
BALANCING APPROPRIATION	2,894,060	-	2,894,060	0.00%	-
	\$ 7,158,560	\$ 4,499,234	\$ 2,659,346	62.85%	\$ 4,334,322

RANDLEMAN RESERVOIR CAPITAL RESERVE FUND (FUND 60)					
REVENUE					
INVESTMENT EARNINGS	\$ 8,000	\$ 19,249	\$ (11,249)	240.62%	\$ 18,954
TRANSFER FROM ENTERPRISE FUNDS	17,000	32,100	-	188.82%	32,100
APPROPRIATED NET ASSETS	93,400	-	93,400	0.00%	-
	\$ 118,400	\$ 51,349	\$ 82,151	43.37%	\$ 51,054

WATER AND SEWER CAPITAL RESERVE FUND (FUND 61)					
REVENUE					
TRANSFER FROM W/S-SYSTEM DEVELOPMENT FEES	\$ -	\$ -	\$ -	0.00%	\$ 18,500
INVESTMENT EARNINGS	1,000	3,375	(2,375)	337.50%	1,248
TRANSFER FROM ENTERPRISE FUNDS	500,000	-	500,000	0.00%	430,516
	\$ 501,000	\$ 3,375	\$ 497,625	0.67%	\$ 450,264

	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	FYE 06/30/23 PRIOR YEAR ACTUAL TO DATE
EXPENDITURES & ENCUMBRANCES (FUND 30)						
PERSONNEL	\$ 1,258,200	\$ 1,007,446	\$ 46	\$ 250,708	80.07%	\$ 1,074,930
WATER PURCHASES	420,000	230,755	181,773	7,472	98.22%	336,936
SEWER TREATMENT	769,500	517,829	-	251,672	67.29%	614,910
DEBT SERVICE	251,504	226,938	2,000	22,626	91.01%	244,322
CONTRACT SERVICES & MAINTENANCE	450,330	298,506	131,973	19,852	95.56%	512,755
CAPITAL	2,920,300	186,405	107,548	2,626,347	10.07%	1,634,142
TRANSFER TO OTHER FUNDS	517,000	32,100	-	484,900	6.21%	481,116
OTHER OPERATING EXPENDITURES	671,686	269,718	89,661	222,306	61.11%	313,971
	\$ 7,158,580	\$ 2,759,696	\$ 513,000	\$ 3,885,884	45.72%	\$ 5,113,082

RANDLEMAN RESERVOIR CAPITAL RESERVE FUND (FUND 60)						
TRANSFER TO OTHER FUNDS	\$ 118,400	\$ 118,376	\$ -	\$ 24	99.98%	\$ 118,376
	\$ 118,400	\$ 118,376	\$ -	\$ 24	99.98%	\$ 118,376

WATER AND SEWER CAPITAL RESERVE FUND (FUND 61)						
RESERVE FOR FUTURE EXPENDITURES	\$ 501,000	\$ -	\$ -	\$ 501,000	0.00%	\$ -
	\$ 501,000	\$ -	\$ -	\$ 501,000	0.00%	\$ -



Town of Jamestown
FINANCIAL SUMMARY REPORT
 As of April 30, 2024

CAPITAL PROJECTS

	<u>Fund (#18)</u>	<u>Fund (#20)</u>	<u>Fund (#21)</u>	<u>Fund (#23)</u>	<u>Fund (#24)</u>
	Oakdale Sidewalk Ph 3 Capital Project	Recreational Maint Facility Capital Project	Oakdale Sidewalk Ph 2 Capital Project	Penny Road Sidewalk Capital Project	Sidewalk Project Guilford County ARPA Capital Project
Life to Date Revenues & Other Financin % of budget received	219,004 32%	1,079,339 100%	79,589 40%	51,000 4%	2,294,795 100%
Life to Date Expenditures % of budget expended	103,987 15%	946,088 88%	49,486 25%	- 0%	26,000 1%
	<u>Fund (#25)</u>	<u>Fund (#26)</u>	<u>Fund (#27)</u>		
	Stormwater Project Guilford County ARPA Capital Project	Parks and Rec PARTF Guilford County ARPA Capital Project	Parks and Rec AFP Guilford County ARPA Capital Project		
Life to Date Revenues & Other Financin % of budget received	265,500 100%	430,410 100%	600,000 100%		
Life to Date Expenditures % of budget expended	265,500 100%	- 0%	- 0%		



**Town of Jamestown
FINANCIAL SUMMARY REPORT
As of April 30, 2024**

DEBT SERVICE

Installment Purchase Debt:	Balance at 1/31/2023	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Sanitation truck, financed in 2017	\$ 1	12/1/2023	2023/2024
Leaf truck, financed in 2017	(1)	12/1/2023	2023/2024
Knuckleboom truck, financed in 2020	45,367	5/7/2025	2024/2025
Golf Clubhouse Renovation	<u>250,024</u>	11/3/2027	2027/2028
	<u>\$ 295,391</u>		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	<u>\$ 187,469</u>	11/3/2027	2027/2028



**Town of Jamestown
Financial Summary Report
as of April 30, 2024**

CASH BALANCES

Petty Cash	\$	1,350
Operating Cash		3,627,207
Certificates of Deposit		3,029,939
Money Market Accounts - First Bank		994,240
North Carolina Capital Management Trust		10,931,833
	\$	<u>18,584,569</u>

Reservations of cash:

Cash reserved for Randleman Reservoir	\$	410,511
Cash reserved by Powell Bill for street improvements		462,238
General Capital Reserve Fund		124,311
Oakdale Sidewalk Phase 3		114,418
Oakdale Sidewalk Phase 2		30,103
Penny Road Sidewalk Capital Project		51,000
Recreational Maintenance Facility Capital Project		61,861
Water Sewer Capital Reserve Fund		1,321,120
	\$	<u>2,575,563</u>

Cash by Fund:

General	\$	5,692,405
General Capital Reserve Fund		124,311
Oakdale Sidewalk Phase 3		114,418
Oakdale Sidewalk Phase 2		30,103
Penny Road Sidewalk Capital Project		51,000
Recreational Maintenance Facility Capital Project		61,861
Water/Sewer		10,778,839
Randleman Reservoir		410,511
Water/Sewer Capital Reserve Fund		1,321,120
	\$	<u>18,584,569</u>

Cash by Bank:

NCCMT	\$	10,931,833
Pinnacle Bank		5,627,207
First Bank		2,024,179
	\$	<u>18,583,219</u>

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Gianville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Budget Amendment #16

AGENDA ITEM #: II.G.

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

Budget amendment is necessary to comply with GASB 87, Leases and GASB96, Subscriptions. This budget amendment will also increase budgets for additional revenues and expenditures. The budget amendment also includes the Office of Statement Budget and Management grant to be used for matching fund for the Accessible Parks Grant, if funded. Otherwise, will be used for other capital projects as needed.

ATTACHMENTS: Budget Amendment #16

RECOMMENDATION/ACTION NEEDED: Approve Budget Amendment #16

BUDGETARY IMPACT: none - entries should offset each other

SUGGESTED MOTION: Approve Budget Amendment #16

FOLLOW UP ACTION NEEDED: N/A

FYE 6/30/24
BUDGET AMENDMENT #16

Fund 10:

		Debit	Credit
a.	Lease Principal Payments	10,784.00	
	Lease Interest	171.00	
	Copier leases		423.00
	Recreation equipment leased		1,851.00
	Golf Equipment leased		3,195.00
	Golf Equipment		158.00
	Golf Equipment		5,328.00
	To adjust budgets for GASB87 leases/principal & interest		
b.	Subscription Principal	1,650.00	
	Subscription Interest	31.00	
	Data Processing Services		838.00
	Data Processing Services		403.00
	Data Processing Services		13.00
	Data Processing Services		34.00
	Data Processing Services		382.00
	Data Processing Services		1.00
	To adjust budgets for GASB96 subscriptions/principal & interest		
c.	Elections	1,600.00	
	Dues and Subscriptions	3,500.00	
	Insurance and Bonding	7,000.00	
	Professional Services	3,000.00	
	Other Contracted Services	1,500.00	
	Concession Inventory Resale	18,000.00	
	Transfer to Other Funds	25,000.00	
	Departmental Supplies	2,000.00	
	Advalorem Taxes		41,600.00
	Golf Shop Concession Stands		20,000.00
	To adjust budgets for additional revenues and expenditures		
d.	Reserve for Future Expenditures	200,000.00	
	State Grants		200,000.00
	To adjust budget for OSBM State Grant		

Fund 30:

a.	Lease Principal Payments	403.00	
	Lease Interest	21.00	
	Copier leases		424.00
	To adjust budgets for GASB87 leases/principal & interest		
b.	Subscription Interest	15.00	
	Data Processing Services		15.00
	To adjust budgets for GASB96 subscriptions/principal & interest		
c.	Dues and Subscriptions	3,100.00	
	Investment Earnings		3,100.00
	To adjust budget for additional revenues and expenditures		

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Amended Audit Contract

AGENDA ITEM #: II.H

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

This amended contract for FY23 audit is required by the Local Government Commission. The amended date is May 31, 2024.

ATTACHMENTS: Amended Audit Contract FY 23

RECOMMENDATION/ACTION NEEDED: Approve Amended Audit Contract FY 23

BUDGETARY IMPACT:

SUGGESTED MOTION: Approve Amended Audit Contract for FY23

FOLLOW UP ACTION NEEDED: Mayor Montgomery to sign audit contract

Whereas	Primary Government Unit TOWN OF JAMESTOWN
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A
and	Auditor STRICKLAND HARDEE PLLC

entered into a contract in which the Auditor agreed to audit the accounts of the Primary Government Unit and DPCU (if applicable)

for	Fiscal Year Ending 06/30/23	and originally to be submitted to the LGC on	Date 10/31/23
-----	--------------------------------	--	------------------

hereby agree that it is now necessary that the contract be modified as follows.

<input checked="" type="checkbox"/> Modification to date submitted to LGC <input checked="" type="checkbox"/> Modification to fee	Original date 10/31/23	Modified date 05/31/24
	Original fee \$ 25,000.00	Modified fee \$ 35,000.00

Primary Other
(choose 1)(choose 0-2)

Reason(s) for Contract Amendment

- Change in scope
- Issue with unit staff/turnover/workload
- Issue with auditor staff/turnover/workload
- Third-party financial statements not prepared by agreed-upon date
- Unit did not have bank reconciliations complete for the audit period
- Unit did not have reconciliations between subsidiary ledgers and general ledger complete
- Unit did not post previous years adjusting journal entries resulting in incorrect beginning balances in the general ledger
- Unit did not have information required for audit complete by the agreed-upon time
- Delay in component unit reports
- Software - implementation issue
- Software - system failure
- Software - ransomware/cyberattack
- Natural or other disaster
- Other (please explain)

Plan to Prevent Future Late Submissions

If the amendment is submitted to modify the date the audit will be submitted to the LGC, please indicate the steps the unit and auditor will take to prevent late filing of audits in subsequent years. Audits are due to the LGC four months after fiscal year end. Indicate NA if this is an amendment due to a change in cost only.

This is an initial audit and has taken longer to complete than originally planned. Additionally, there was a change in scope to assist in the preparation of the Annual Comprehensive Financial Report. The auditor and the Town do not anticipate any delays in submitting future audits by the original due date.

Additional Information

Please provide any additional explanation or details regarding the contract modification.

None.

By their signatures on the following pages, the Auditor, the Primary Government Unit, and the DPCU (if applicable), agree to these modified terms.

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* STRICKLAND HARDEE PLLC	
Authorized Firm Representative* (typed or printed) Nicholas Wicker	Signature* <i>Nick Wicker</i>
Date* 05/15/24	Email Address nick@shcpa.cpa

GOVERNMENTAL UNIT

Governmental Unit* TOWN OF JAMESTOWN	
Date Primary Government Unit Governing Board Approved Amended Audit Contract* (If required by governing board policy)	
Mayor/Chairperson* (typed or printed)	Signature*
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT

(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer*	Signature*
Date of Pre-Audit Certificate*	Email Address*

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU N/A	
Date DPCU Governing Board Approved Amended Audit Contract (if required by governing board policy)	
DPCU Chairperson (typed or printed)	Signature
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE
ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT
(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)	Signature
Date of Pre-Audit Certificate	Email Address

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation declaring May 19th-25th as Public Works Week

AGENDA ITEM #: IV

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

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

SUMMARY:

National Public Works Week is May 19th-25th. The theme this year is "Advancing Quality of Life for All." The theme focuses on the many ways that public works professionals contribute to and enhance the quality of life in all the communities they proudly serve. The Town of Jamestown appreciates our Public Services professionals and all the hard work they do to provide exceptional services to our citizens.

ATTACHMENTS: Proclamation declaring May 19th-25th as National Public Works Week in the Town of Jamestown

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

PROCLAMATION
National Public Works Week
May 19th-25th, 2024

WHEREAS, public works services provided in our community are an integral part of citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewer, streets, highways, public buildings, and solid waste collection; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, are vitally dependent upon the efforts and skill of public works officials and personnel; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding of the importance of the work they perform.

NOW, THEREFORE, I, LYNN MONTGOMERY, Mayor of the Town of Jamestown, do hereby proclaim the week of May 19th-25th, 2024 as "**NATIONAL PUBLIC WORKS WEEK**" in the Town of Jamestown.

AND urge all citizens to acquaint themselves with the issues involved in providing our public works and to recognize the contribution which the public works professionals make every day to our health, safety, comfort, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown this the 21st day of May, 2024.

Mayor S. Lynn Montgomery



Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation Peace Officers Memorial Day and Police Week 2024

AGENDA ITEM #: V

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

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

SUMMARY:

The Proclamation declaring May 15th as Peace Officers Memorial Day and May 12th-18th as Police Week in the Town of Jamestown is attached. The Town of Jamestown appreciates the Guilford County Sheriff's Department for everything they do to keep our community safe!

ATTACHMENTS: Proclamation Peace Officers Memorial Day and Police Week

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



**PROCLAMATION
PEACE OFFICERS MEMORIAL DAY AND POLICE WEEK
MAY 2024**

WHEREAS, 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; and

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; and

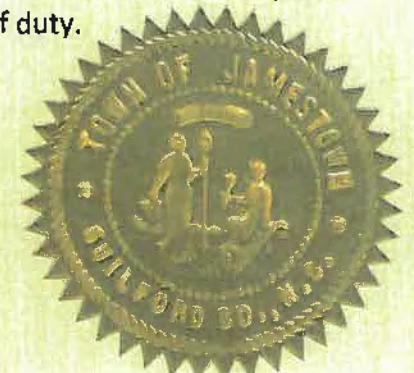
WHEREAS, it is important that all citizens know and understand the problems, duties, and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder,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

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

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 12th through May 18th 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, 2024.



Mayor S. Lynn Montgomery

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Resolution honoring Ed Stafford

AGENDA ITEM #: VI

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Ed Stafford has served the Town of Jamestown in a multitude of ways over several decades. He has served on the Planning Board since March 2016 and was elected to be the Vice Chair and the Chair of the Board by his fellow Members. He submitted his resignation from the Board in March, His presence on the Board will be greatly missed. The Town of Jamestown wishes him well on his future endeavors.

ATTACHMENTS: Resolution honoring Ed Stafford

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A



RESOLUTION HONORING ED STAFFORD

WHEREAS, Ed Stafford has followed his family's tradition of serving the Town of Jamestown for decades; and

WHEREAS, he served on the Board of Adjustment from August 1991 until August 2014 and on the Planning Board from March 2016 until March 2024; and

WHEREAS, Ed Stafford was appointed to serve as the Chair and the Vice Chair of the Planning Board by his fellow Planning Board Members as a result of his dedication, experience, and leadership; and

WHEREAS, Ed has never met a stranger and has the unique ability to make everyone in his circle feel valued and loved; and

WHEREAS, the work that he has done throughout his service has been monumental and is second only to the positive impacts that he has made on those lucky enough to have gotten to know him; and

WHEREAS, the Town of Jamestown and the constituents have benefited from his service and efforts that derived from a true love of his hometown and a great appreciation of his community; and

WHEREAS, Ed Stafford is a family man that has forged a path in business and in service, and his successes cannot be counted or recreated; and

WHEREAS, Ed Stafford's absence will be felt by all, and his work will be forever remembered.

NOW, THEREFORE, I, Council Member Martha Stafford Wolfe, on behalf of Mayor Montgomery and the Town Council, do hereby express our deep appreciation to Ed Stafford for his distinguished years of service and do extend our best wishes in the next chapter of his life.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be spread upon the pages of the official minute book of the Town of Jamestown to stand as a tribute to the work and service of Ed Stafford.

Adopted this the 21st day of May, 2024.

Mayor S. Lynn Montgomery



Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Award of Letter of Recognition from the National Garden Club, Inc.

AGENDA ITEM #: VII

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Sherrie Richmond, President of the Cedarwood Garden Club, will present a Letter of Recognition from the National Garden Club, Inc. to the Mayor and Council in honor of the Gold Star Memorial.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
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Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Presentation of Annual Comprehensive Financial Report (Audit)

AGENDA ITEM #: VIII.A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

Nick Wicker, Strickland Hardee, PLLC will present the Annual Comprehensive Financial Report (audit) for fiscal year ended 6-30-23.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: none

BUDGETARY IMPACT: none

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: none

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: FY 24/25 Budget Presentation

AGENDA ITEM #: VIII-B



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 45 min

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

The annual budget ordinance is the official document adopted by a local government's governing board to levy taxes and appropriate revenues for the fiscal year. The budget ordinance is the legal basis of the budgetary accounting system, the standard by which proposed expenditures are measured. The budget ordinance must be balanced such that the sum of (reasonably) estimated net revenues and appropriated fund balance equals appropriations. The official budget ordinance often comprises only a few pages. It is the summary document that aggregates the detailed projections about revenues and line item expenditures for the coming fiscal year. (Note that the governing board may not legally budget at any greater level of specificity than by department, function, or project.) The Town Manager serves as the Budget Officer and will make the annual budget presentation to the Town Council at the May 21, 2024, meeting. The Town Council will then continue the public hearing until the June 25, 2024, Council meeting where it will be voted upon.

ATTACHMENTS: Proposed FY 24/25 Budget, Budget Message, CIP, & associated documents

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to continue the public hearing for the FY 24/25 Budget until the June 25, 2024, Town Council meeting in the Civic Center without further advertisement.

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

BUDGET MESSAGE

May 21, 2024

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

We are pleased to present the proposed budget for the fiscal year (FY) 2024-2025. The budget was prepared in accordance with North Carolina General Statute Chapter 159, "The North Carolina Local Government Budget and Fiscal Control Act". All funds within the proposed budget are balanced and all revenues and expenditures are identified.

MISSION STATEMENT AND STRATEGIC PLANNING INITIATIVES

The mission of the Town of Jamestown is to "Create an exceptional quality of life for all citizens by providing superior services". To help the Town realize its long-term vision and to continue to meet this mission statement systematically and incrementally, the Mayor and Town Council adopted a Strategic Plan in June 2021. Each year, the Town Council receives updates on the progress of the goals outlined in this plan in roughly 6-month intervals. And, the Town Council adopts the annual update of the Strategic Plan during the budget adoption process. The Strategic Plan allows for continuity as staff and elected officials change and affords the citizens transparency related to the goals which helps determine allocation of resources during the annual budget process.

The Strategic Plan contains five focus areas including (1)staff excellence, (2)community outreach and involvement, (3)infrastructure and facilities, (4)public safety, and (5)planning and development. There are multiple goals associated with these five focus areas. Many of these goals are included in the Town's recommended FY 2024-25 operating and capital budgets, as presented herein.

Over the past fiscal year, staff have diligently been working to complete goals outlined in the Council's Strategic Plan. Some of the notable accomplishments include: seeking grant funding for sidewalks to improve pedestrian connectivity, achieving minimum staffing levels in all departments, further development of Music in the Park and Town-sponsored events, discussions with utility partners to plan for future needs, and working with Pincroft-Sedgefield Fire Department to plan for future capital needs. New goals have also been identified and staff will begin working on those with the adoption of the new budget in July 2024. Those include: seek training to enhance customer service; develop and utilize logos for the golf course's 50th anniversary to further market the golf course and Town; development and implementation of a "Citizen's Academy"; clarification of the bidding process for Town projects; and discussions for the Town's goals and role in marketing

opportunities. And finally, there will always be ongoing goals which staff will continue to develop such as: providing employee training opportunities; maintaining the Town's Codes and Ordinances; providing for the repair, improvement and replacement of vehicles and facility needs; maintain integrity of utility infrastructure; and recruitment of employees from diverse populations; among others.

PROPOSED FY 2024/25 BUDGET DISCUSSION

The recommended budget for FY 2024-25 totals \$16,432,809 for all Town operations, capital improvements, transfers, and debt service. The total budget, excluding inter-fund transfers, amounts to \$15,764,996.

PROPOSED REVENUES:

The budget, as presented, includes a tax rate of \$.635 for the 2024-25 fiscal year. At this current tax rate, the amount of ad valorem property tax revenues is estimated to be approximately \$3,621,064, based on a collection rate of 99%. Sales and use tax revenues are expected to be \$1,071,000 and tax and tag motor vehicle taxes are estimated to be approximately \$306,000. This represents some of the larger General Fund revenues.

In the Water & Sewer Fund, the budget proposes to increase the water rate by approximately 14% over the 2023-24 fiscal year rate, essentially passing along the increases in the rates from Piedmont Triad Regional Water Authority, the City of Greensboro, and the City of High Point, all of whom the Town may purchase water from. The budget proposes that the sewer rates increase by approximately 14%, based on the rates that Jamestown pays the City of High Point for sewer treatment. These rate increases also take into account pending capital projects that are slated to come due in the next fiscal year and subsequent years. Investing in our infrastructure to ensure quality water and sewer utilities are available for all citizens is vital to Jamestown's future. Water and sewer usage fees are projected to bring in approximately \$4,600,000 in revenues, while additional revenue sources, such as connection fees, late fees, and investment income are projected at approximately \$281,000 for the 2024-2025 fiscal year.

Unrestricted intergovernmental revenues include distributions of local sales tax, telecommunications, utility sales, natural gas, and video programming sales tax. ABC system distributions are also included in this category of revenues. Based on projections from the NC League of Municipalities, we are projecting the total distributions to be fairly flat.

Restricted intergovernmental revenues include funds received from federal, state, or local sources which are restricted as to their use. The Town receives an annual Powell Bill allocation, which is based in part on population and part on public street mileage. Estimated receipts to be received under the Powell Bill are \$119,000.

Services and fees include revenues from golf course operations, planning and development fees, sanitation fees, and cell tower and other leases. Golf course rounds played have

continued to be very strong, as have rentals of recreation fields and picnic shelters. Total recreation revenues are projected at approximately \$1,173,000 for the 2024-2025 fiscal year.

The Town has experienced a favorable return on investments over the past year, with increased interest rates. However, forecasts are calling for a flattening trend in interest income as interest rates adjust downward. We are conservatively projecting interest income of approximately \$415,000 for all funds for 2024-2025.

PROPOSED EXPENDITURES:

Personnel: This category of expenditures accounts for \$3,028,500 or approximately 27.5% of the total budget (excluding transfers). These expenditures include salaries, FICA, retirement, group insurance, 401(k), and other miscellaneous benefits for 35 full-time positions. The Town also employs part-time and seasonal employees; however, the only benefit they receive is FICA. The 2024-25 budget contains provisions to allow for a 3% cost of living increase and a 0 – 3% merit increase for employees.

Supplies and Materials: This category accounts for \$1,395,800 or 8.9% of the total budget and includes supplies that are specific to each department (such as fertilizer for golf) as well as office supplies, fuel for equipment, small tools, and other miscellaneous items.

Contractual Services: This category accounts for \$4,358,450 or approximately 27.6% of the total budget and includes attorney fees, property and liability insurance, cleaning, security system maintenance, other building service contracts, and other miscellaneous services.

Other operating expenditures: This category accounts for \$1,144,195 or 7.3% of the total budget and includes travel expenses, conferences and educational classes, utilities, dues, advertising, repairs and maintenance, telephone and data fees, and other miscellaneous fees.

Capital outlay: This category accounts for \$3,750,060 or approximately 23.8% of the total budget and includes vehicles and equipment valued greater than \$5,000, buildings and improvements valued at greater than \$20,000, and infrastructure valued at greater than \$50,000. The recommended capital outlay in the 2024-25 budget includes a new service vehicle, Recreation/Golf equipment, repairs to existing infrastructure, as well as water and sewer improvements. Various capital expenditures are also accounted for in Capital Project Ordinance funds – which are multi-year funds that exist for the life of the projects. The current Capital Project Ordinance funds that the Town has open are sidewalk projects and several recreational projects.

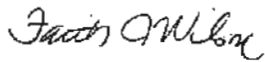
Debt payments (\$765,500), make up the remaining 4.9% of the budget.

This budget is proposed by the Town Manager and the Finance Director.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Johnson". The signature is fluid and cursive, with the first name being the most prominent.

Matthew Johnson, ICMA-CM
Town Manager

A handwritten signature in black ink, appearing to read "Faith Wilson". The signature is cursive and somewhat stylized.

Faith Wilson
Finance Director

**TOWN OF JAMESTOWN
BUDGET ORDINANCE
FISCAL YEAR 2024-2025**

BE IT ORDAINED by the Town Council of the Town of Jamestown, NC meeting in session on the 25th day of June, 2024;

SECTION 1. The following amounts are hereby appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Governing Body	\$ 155,025
Administration	1,103,276
Planning	222,600
Buildings and Grounds	299,200
Public Safety	528,000
Fire	882,700
Streets	748,550
Stormwater	171,600
Powell Bill	220,000
Sanitation	496,450
Recreation	878,365
Golf Course - Maintenance	1,403,650
Golf Course - Golf Shop	711,920
Debt Service	482,000
Other Financing Uses - Transfer to Gen. Capital Reserve Fund	147,813
	<hr/>
Total Appropriations	<u>\$ 8,451,149</u>

SECTION 2. It is estimated that the following revenues and other financing sources will be available in the General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Ad valorem taxes (including tax & tag)	\$ 3,933,764
Unrestricted intergovernmental	1,381,700
Restricted intergovernmental	231,470
Services and fees	1,786,710
Investment income	165,000
Miscellaneous	1,000
Proceeds from Issuance of Installment Debt	280,000
Other Financing Sources - Transfer from Gen. Capital Res Fund	72,000
Other Financing Sources - Powell Bill Reserve	101,000
Other Financing Sources - Appropriated Fund Balance	498,505
	<hr/>
Total Appropriations	<u>\$ 8,451,149</u>

SECTION 3. The following amounts are hereby appropriated in the General Capital Reserve Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Other Financing Uses - Transfer to Other Funds	\$ 72,000
Reserve for Future Expenditures	77,913
	<hr/>
Total Appropriations	<u>\$ 149,913</u>

SECTION 4. It is estimated that the following revenues and other financing sources will be available in the General Capital Reserve Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Investment income	\$ 100
Other Financing Sources - Transfer from General Fund	149,813
	<hr/>
Total Appropriations	<u>\$ 149,913</u>

SECTION 5. The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer system for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Water and Sewer Utility Operations	\$ 7,185,160
Debt Service	276,500
Other Financing Uses - Transfers to W/S Capital Reserve funds	<u>520,000</u>
 Total Appropriations	 <u><u>\$ 7,981,660</u></u>

SECTION 6. It is estimated that the following revenues and other financing sources will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Charges for Services	\$ 4,633,000
Other Operating Revenues	21,600
Nonoperating Revenues	253,500
Other Financing Sources - Transfer from W/S Capital Reserve funds and Appropriated Net Position	<u>3,073,560</u>
 Total Appropriations	 <u><u>\$ 7,981,660</u></u>

SECTION 7. The following amounts are hereby appropriated in the Water and Sewer Capital Reserve Fund for the accumulation of funds for water and sewer system improvements for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Town:

Transfer to Other Funds	\$ 148,060
Reserve for Future Expenditures	<u>352,940</u>
 Total Appropriations	 <u><u>\$ 501,000</u></u>

SECTION 8. It is estimated that the following revenues and other financing sources will be available in the Water and Sewer Capital Reserve Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

Nonoperating Revenues	\$ 1,000
Other Financing Sources - Transfer from Water & Sewer Fund	500,000
Other Financing Sources - Net Position Appropriated	<u>-</u>
 Total Appropriations	 <u><u>\$ 501,000</u></u>

SECTION 9. The following amounts are hereby appropriated in the Randleman Reservoir Capital Reserve Fund for payment of debt payments to PTRWA for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the chart of accounts heretofore established for this Town:

Other Financing Uses - Transfer to Water & Sewer Fund	\$ <u>118,400</u>
 Total Appropriations	 <u><u>\$ 118,400</u></u>

SECTION 10. It is estimated that the following revenues and other financing sources will be available in the Randleman Reservoir Capital Reserve Fund for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

Nonoperating Revenues	\$ 8,000
Other Financing Sources - Transfer from Water & Sewer Fund	32,100
Other Financing Sources - Net Position Appropriated	<u>78,300</u>
 Total Appropriations	 <u><u>\$ 118,400</u></u>

SECTION 11. There is hereby levied a tax at the rate of \$.635 per one hundred dollars (\$100) assessed valuation of taxable property, as listed for taxes as of January 1, 2023, for the purpose of raising the revenue listed as "Ad Valorem Taxes" in the General Fund in Section 2 of this ordinance. This rate is based on a total estimated valuation of property for purposes of taxation of \$578,616,353 and the Fiscal Year 2023-2024 estimated rate of collection of 99%, plus a tax and tag valuation of motor vehicles of \$52,308,500. The Town taxes will be payable under the same discount rate applicable to Guilford County taxes.

SECTION 12. - Pursuant to authority granted to the Budget Officer by North Carolina General Statute 159-15, the Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

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

SECTION 13. - The Town Manager, Assistant Town Manager, and Finance Director are hereby authorized to execute contractual documents on behalf of the Town of Jamestown for the purchase of apparatus, supplies, materials, or equipment up to \$89,999.99 upon the condition that they are in compliance with the requirements of Article 8 of Chapter 143 of the North Carolina General Statutes. The Town Manager, Assistant Town Manager, and Finance Director are further authorized to enter into general contracts and agreements on behalf of the Town of Jamestown up to \$50,000.

SECTION 14. - The Town Manager or a designee may make cash advances between funds without the approval of the Town Council. Advances will be reported to the Town Council monthly.

SECTION 15. - Appropriation herein authorized and made shall have the amount of outstanding purchase orders as of June 30, 2024, added to each appropriation as it applies, in order to honor legal and contractual commitments that have been made in accordance with budgetary authorizations under the 2024-2025 annual budget and in order to properly account for the payment in the fiscal year in which it is paid. Corresponding changes shall be made to Appropriated Fund Balance/Net Position, or other revenue category if applicable as the funding source, and/or Addition to Fund Balance/Net Position.

SECTION 16. - Copies of the Ordinance shall be furnished to the Finance Director of the Town of Jamestown, to be kept for direction in the disbursement of the funds.

**TOWN OF JAMESTOWN
2024/2025
ANNUAL BUDGET - Proposed
SUMMARY OF ALL FUNDS**

Total Revenues and Other Financing Sources		(as adopted)	(as amended to date)	Proposed	Increase / Decrease	%
FUND	DEPARTMENT	2023/2024	2023/2024	2024/2025		
General	All	7,218,330	8,071,235	8,451,149	379,914	4.71%
General Capital Reserve		125,100	125,100	149,913	24,813	19.83%
Water/Sewer		6,437,750	7,158,580	7,981,660	823,080	11.50%
Water/Sewer Capital Reserve		501,000	501,000	501,000	-	0.00%
Randleman Reservoir Capital Reserve		118,400	118,400	118,400	-	0.00%
Total Revenues and Other Financing Sources - All Funds		14,400,580	15,974,315	17,202,122	1,227,807	7.69%

Total Expenditures and Other Financing Uses		(as adopted)	(as amended to date)	Proposed	Increase / Decrease	%
FUND	DEPARTMENT	2023/2024	2023/2024	2024/2025		
General	Governing	138,400	142,638	155,025	12,387	8.68%
	Administration	1,114,780	1,110,609	1,103,276	(7,333)	-0.66%
	Planning	259,160	255,473	222,600	(32,873)	-12.87%
	Buildings & Grounds	174,250	180,353	269,200	88,847	49.26%
	Public Safety	523,000	524,100	528,000	3,900	0.74%
	Fire	873,000	873,000	888,700	9,700	1.11%
	Street	351,550	351,054	468,650	117,456	33.45%
	Stormwater	56,000	58,400	171,600	113,200	100.00%
	Powell Bill	-	-	220,000	220,000	-100.00%
	Sanitation	462,550	544,980	496,450	(48,530)	-8.90%
	Recreation	526,150	585,912	791,365	205,453	35.07%
	Golf Course - Maintenance	1,067,650	1,037,811	1,013,650	(24,281)	-2.34%
	Golf Course - Golf Shop	748,220	722,983	711,920	(11,043)	-1.53%
	Debt Service	253,500	364,701	482,000	117,298	32.16%
	Capital outlay	369,000	1,072,731	787,000	(285,731)	-26.64%
	Transfers	12,500	180,500	147,813	(32,687)	-18.11%
	Reserve for future expenditure	176,170	95,870	-	(80,300)	100.00%
	General Fund Total	7,105,830	8,071,235	8,451,149	379,914	4.71%
General Capital Reserve:	Reserve for Future Expenditures	-	-	77,913	77,913	100.00%
	Transfers	125,100	125,100	72,000	(53,100)	-42.45%
	General Capital Reserve Fun	125,100	125,100	149,913	24,813	19.83%
Water/Sewer:	Operating / debt service	3,478,950	3,807,980	4,498,600	690,620	18.14%
	Capital outlay	2,441,800	4,168,500	2,963,060	(1,205,440)	-28.82%
	Transfers	517,000	582,100	520,000	(62,100)	-10.67%
	Water/Sewer Fund Total	6,437,750	8,558,580	7,981,660	(576,920)	-6.74%
Water/Sewer Capital Reserve:	Transfers	1,000,000	501,000	148,060	(352,940)	-70.45%
	Reserve for Future Expenditures	-	-	352,940	352,940	100.00%
		1,000,000	501,000	501,000		
Randleman Reservoir Capital Reserve:	Transfers	118,500	118,376	118,400	24	0.02%
Total Expenditures and Other Financing Uses - All Funds		14,787,180	17,374,291	17,202,122	(172,169)	-0.98%

		17,374,291	17,202,122		
Total Transfers between funds		1,392,446	1,006,273		
		<u>15,981,845</u>	<u>16,195,849</u>		excluding transfers
			214,004		decrease
			1%		

TOWN OF JAMESTOWN, NC
Budget Statement
For the Year: 2024 - 2025

10 GENERAL FUND

	Actuals				Current	%	Prelim.	Budget	Final	%	
	20-21	21-22	22-23	23-24	23-24	23-24	24-25	Change	24-25	24-25	
Revenue											
3100	AD VALOREM TAXES	2,215,141	2,240,546	2,790,610	3,344,757	3,187,350	105%	3,297,783	323,281	3,621,064	113%
3101	Interest on Ad	2,451	3,980	3,355	6,614	1,800	367%	4,100	0	4,100	227%
3102	Tax and Tag	230,387	233,158	254,134	195,988	303,300	65%	306,000	0	306,000	100%
3103	Interest on Tax	1,315	1,814	2,125	2,025	2,480	82%	2,500	0	2,500	100%
3104	MOTOR VEHICLE FEES				46,260	114,000	41%	112,470	0	112,470	98%
3105	INTEREST ON MOTOR				119	0	***%	100	0	100	****%
3230	SALES AND USE TAX	850,164	995,903	1,055,264	622,881	1,050,000	59%	1,071,000	0	1,071,000	102%
3250	Solid Waste	3,254	2,939	2,895	2,274	3,200	71%	3,200	0	3,200	100%
3256	ELECTRICITY SALES	202,151	209,854	218,420	127,001	206,000	62%	209,000	9,000	218,000	105%
3257	TELECOMMUNICATIONS	37,928	28,223	29,051	11,987	25,000	48%	26,500	0	26,500	106%
3258	PIPED NATURAL GAS	21,619	25,098	28,607	5,523	29,090	19%	32,000	0	32,000	110%
3261	VIDEO PROGRAMMING	42,574	35,481	32,902	15,613	32,000	49%	31,000	0	31,000	96%
3310	FEDERAL GRANTS	30,859				0	0%	0	0	0	0%
3311	STATE GRANTS	470	50,000		200,000	0	***%	0	0	0	0%
3312	GRANTS FROM	55,500	55,500	55,500	55,500	55,500	100%	0	0	0	0%
3316	POWELL BILL	104,560	107,705	107,489	119,978	115,000	104%	119,000	0	119,000	103%
3322	ALCOHOLIC	18,218	14,585	16,865		15,500	0%	16,000	0	16,000	103%
3325	ABC DISTRIBUTION	50,000	50,000	50,000	50,000	50,000	100%	50,000	0	50,000	100%
3341	Telecommunications		7,000	3,500		7,500	0%	7,500	0	7,500	100%
3343	REVIEW FEES	8,424	13,821	7,526	31,431	21,000	150%	15,000	0	15,000	71%
3345	INSPECTION AND	100	275	625	475	200	236%	200	0	200	100%
3346	CELL TOWER LEASE	83,001	64,862	48,831	60,907	65,500	93%	65,500	0	65,500	100%
3347	Cell tower fees		18,789	1,566		0	0%	0	0	0	0%
3348	REFUSE COLLECTION	163,937	164,307	206,071	209,957	245,000	86%	295,000	-50,000	245,000	100%
3350	STORMWATER FEES				70,800	50,000	142%	171,600	0	171,600	343%
3351	Sales of yard				15,840	10,000	88%	0	0	0	0%
3600	GREEN FEES	551,471	582,985	618,135	515,017	550,000	94%	600,000	0	600,000	109%
3602	School Golf Fees				2,500	0	***%	0	0	0	0%
3603	Golf Now Booking			1,023	2,694	2,500	108%	3,000	0	3,000	120%
3610	MECHANICAL CART	304,283	314,995	329,246	280,065	288,000	97%	320,000	0	320,000	111%
3620	PULL CART RENTALS	341	264	298	159	300	53%	300	0	300	100%
3650	DRIVING RANGE	58,156	64,068	61,145	74,037	65,000	114%	70,000	0	70,000	107%
3660	GOLF SHOP	90,523	102,595	107,257	80,514	55,000	146%	70,000	0	70,000	127%
3661	Golf Shop Grill					500	0%	0	0	0	0%
3665	Golf Special	6,511	11,274	9,920	1,936	12,000	16%	12,000	0	12,000	100%
3675	Golf Clubhouse	600	3,095	6,395	8,655	8,000	108%	8,000	0	8,000	100%
3765	CREDIT CARD				6,788	0	***%	24,000	0	24,000	****%
3829	Lessor Interest			24,657		0	0%	0	0	0	0%
3831	INVESTMENT	23,005	9,458	155,215	189,361	210,000	90%	155,000	10,000	165,000	78%
3832	Sponsorships	1,000	4,552	1,450	4,575	4,500	102%	0	0	0	0%
3833	CONTRIBUTIONS AND	1,333			487	490	99%	0	0	0	0%
3835	SALES OF FIXED		13,800	3,250	30	0	***%	0	0	0	0%
3836	SALES - PRO SHOP	60,200	62,241	73,455	59,719	80,000	75%	80,000	0	80,000	100%
3837	SHELTER RENTALS	3,050	6,900	4,750	7,500	7,000	107%	7,000	0	7,000	100%

TOWN OF JAMESTOWN, NC
Budget Statement
For the Year: 2024 - 2025

10 GENERAL FUND

		Actuals				Current	%	Prelim.	Budget	Final	%
		20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
3838	Building Lease	3,611	3,611	11	3,600	3,610	100%	3,610	0	3,610	100%
3839	MISCELLANEOUS	9,642	19,431	1,065	7,499	5,500	136%	1,000	0	1,000	18%
3840	Rental Golf Sets	1,995	2,725	3,610	3,555	3,000	119%	3,000	0	3,000	100%
3841	Ball Field Rentals	11,431	13,075	19,725	18,161	15,000	121%	15,000	0	15,000	100%
3910	Insurance	1,833	3,021		16,471	16,470	100%	0	0	0	0%
3920	Issuance of				322,186	344,000	94%	280,000	0	280,000	81%
3950	OTHER FINANCING			9,764		0	0%	0	0	0	0%
3951	OTHER FINANCING			58,053		0	0%	0	0	0	0%
3983	TRANSFER FROM	78,158	76,545	74,931	72,108	75,000	96%	72,000	0	72,000	96%
3984	TRANSFER FROM			35,168	27,398	0	***%	0	0	0	0%
3985	Transfer from			1,431,311		0	0%	0	0	0	0%
3990	POWELL BILL					0	0%	101,000	0	101,000	****%
3991	FUND BALANCE					727,944	0%	0	498,505	498,505	68%
Total Revenues		5,329,196	5,618,475	7,945,190	6,900,945	8,071,234	86%	7,660,363	790,786	8,451,149	104%

Expenditures

4100-1019	PROFESSIONAL	79,851	104,018	110,216	75,000	110,000	68%	100,000	0	100,000	90%
4100-2100	DEPARTMENT	696	1,329	2,489	1,691	2,000	85%	1,500	0	1,500	75%
4100-2200	FOOD AND	468	2,593	2,317	2,510	2,500	100%	2,750	0	2,750	110%
4100-2600	OFFICE SUPPLIES	165	30	16		200	0%	200	0	200	100%
4100-2900	ASSETS NOT	3,871	6,983	691	1,256	2,400	52%	6,500	0	6,500	270%
4100-3100	TRAVEL		105			625	0%	625	0	625	100%
4100-3150	CONFERENCE FEES	300	1,975	513	1,882	1,875	100%	2,000	0	2,000	106%
4100-3200	COMMUNICATIONS		116	26		500	0%	1,200	0	1,200	240%
4100-3400	PRINTING					100	0%	100	0	100	100%
4100-3700	MARKETING /	158	272	1,098	705	1,000	71%	1,000	0	1,000	100%
4100-3800	DATA PROCESSING	600	635	639	720	788	91%	0	0	0	0%
4100-3805	Subscription Fees			6		0	0%	0	0	0	0%
4100-3950	DUES AND	2,467	2,261	1,782	1,829	2,500	73%	2,500	0	2,500	100%
4100-3955	Permit Fees		800	800	800	1,000	80%	1,000	0	1,000	100%
4100-3970	ELECTIONS		4,660			5,000	0%	0	0	0	0%
4100-3980	MISCELLANEOUS			374	142	500	28%	500	0	500	100%
4100-4300	EQUIPMENT RENTAL	710				0	0%	0	0	0	0%
4100-4990	OTHER CONTRACTED	975	4,031	3,750	10,650	11,650	91%	34,650	0	34,650	297%
4100-9700	CONTINGENCY					0	0%	500	0	500	****%
4200-1000	SALARIES AND WAGES	304,383	327,060	479,753	498,568	655,000	76%	635,000	0	635,000	96%
4200-1003	LONGEVITY PAY	3,449	4,242	9,029	7,999	10,000	80%	11,600	0	11,600	116%
4200-1009	FICA EXPENSE	21,807	25,014	36,998	38,463	50,500	76%	50,500	0	50,500	100%
4200-1010	RETIREMENT EXPENSE	21,434	29,474	58,830	64,652	80,000	81%	85,000	0	85,000	106%
4200-1011	HEALTH INSURANCE	25,300	34,259	52,861	56,282	66,000	85%	69,300	0	69,300	105%
4200-1012	FLEX & PR TIME	167	118	154	72	500	14%	500	0	500	100%
4200-1013	RETIREE HEALTH	9,318	3,094			0	0%	0	0	0	0%
4200-1014	WORKER'S	457	657	545	728	1,000	73%	1,000	0	1,000	100%
4200-1015	Unemployment					0	0%	376	0	376	****%

TOWN OF JAMESTOWN, NC
Budget Statement
For the Year: 2024 - 2025

10 GENERAL FUND

		Actuals				Current	%	Prelim.	Budget	Final	%
		20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
4200-1017	401K EXPENSE	9,256	11,364	23,083	23,620	30,000	79%	31,000	0	31,000	103%
4200-1019	PROFESSIONAL	15,675	13,797	22,400	12,500	20,000	63%	25,000	0	25,000	125%
4200-2100	DEPARTMENT	1,207	1,625	3,660	3,913	5,500	71%	6,000	0	6,000	109%
4200-2110	COVID SUPPLIES		285			0	0%	0	0	0	0%
4200-2200	FOOD AND	486	1,019	990	1,175	1,200	98%	1,500	0	1,500	125%
4200-2600	OFFICE SUPPLIES	1,497	2,087	1,752	1,513	3,000	50%	3,200	0	3,200	106%
4200-2900	ASSETS NOT		5,483	5,076	5,334	7,000	76%	5,000	0	5,000	71%
4200-3100	TRAVEL	5,837	12,290	4,043	13,533	15,000	90%	15,000	0	15,000	100%
4200-3150	CONFERENCE FEES	5,112	3,495	5,129	7,386	10,825	68%	13,000	0	13,000	120%
4200-3200	COMMUNICATIONS	5,926	6,266	7,681	8,086	11,400	71%	12,000	0	12,000	105%
4200-3400	PRINTING	70	441	168	90	500	18%	500	0	500	100%
4200-3500	REPAIRS AND					300	0%	300	0	300	100%
4200-3700	MARKETING /			100		0	0%	0	0	0	0%
4200-3800	DATA PROCESSING	11,766	15,699	18,619	19,724	18,958	104%	3,100	0	3,100	16%
4200-3805	Subscription Fees			22,173		0	0%	12,000	0	12,000	*****
4200-3900	DRUG TESTING &			345	400	400	100%	400	0	400	100%
4200-3950	DUES AND	8,527	9,700	11,215	19,525	16,165	121%	10,000	0	10,000	61%
4200-3960	BANK AND MERCHANT		3			0	0%	0	0	0	0%
4200-3980	MISCELLANEOUS	172	807	628	799	1,000	80%	1,000	0	1,000	100%
4200-4300	EQUIPMENT RENTAL	2,726	2,811	1,428	2,306	3,861	60%	0	0	0	0%
4200-4400	SERVICE &	9,048	10,107	10,328	9,505	13,000	73%	20,000	0	20,000	153%
4200-4500	INSURANCE AND	750	1,210	5,998	19,639	13,250	148%	21,750	0	21,750	164%
4200-4990	OTHER CONTRACTED	25,490	38,262	39,227	37,098	70,000	53%	75,000	-10,000	65,000	92%
4200-5501	Right to Use Asset			9,764		0	0%	0	0	0	0%
4200-6820	First Bank Credit				5,000	5,000	100%	3,000	0	3,000	60%
4200-9700	CONTINGENCY					1,250	0%	1,250	0	1,250	100%
4900-1000	SALARIES AND WAGES	112,410	119,694	97,722	111,600	131,200	85%	93,500	0	93,500	71%
4900-1003	LONGEVITY PAY	2,388	2,548	695	1,271	1,300	98%	1,400	0	1,400	107%
4900-1009	FICA EXPENSE	8,684	9,301	7,573	8,658	10,050	86%	7,300	0	7,300	72%
4900-1010	RETIREMENT EXPENSE	11,766	13,951	11,913	14,549	17,050	85%	12,500	0	12,500	73%
4900-1011	HEALTH INSURANCE	13,503	18,818	18,524	18,172	21,600	84%	11,300	0	11,300	52%
4900-1012	FLEX & PR TIME	118	154	160	72	500	14%	500	0	500	100%
4900-1014	WORKER'S	91	411	341	364	500	73%	500	0	500	100%
4900-1015	Unemployment					0	0%	100	0	100	*****
4900-1017	401K EXPENSE	5,535	5,547	4,931	5,454	6,400	85%	4,700	0	4,700	73%
4900-1019	PROFESSIONAL				7,812	5,000	156%	5,000	0	5,000	100%
4900-2100	DEPARTMENT	1,647	1,627	1,527	1,125	1,000	113%	1,500	0	1,500	150%
4900-2110	COVID SUPPLIES		104			0	0%	0	0	0	0%
4900-2200	FOOD AND	46	776	144	47	750	6%	750	0	750	100%
4900-2500	VEHICLE SUPPLIES		208	150		500	0%	500	0	500	100%
4900-2520	FUELS - GAS & OIL	77	694	541	637	2,000	32%	2,000	0	2,000	100%
4900-2600	OFFICE SUPPLIES	688	346	231	521	2,000	26%	750	0	750	37%
4900-2900	ASSETS NOT	3,918	5,194	2,241	1,135	4,500	25%	2,000	0	2,000	44%
4900-3100	TRAVEL		1,161	7	2,873	3,000	96%	4,000	0	4,000	133%
4900-3150	CONFERENCE FEES	339	1,660	1,459	3,282	4,500	73%	3,000	0	3,000	66%
4900-3200	COMMUNICATIONS	1,915	2,052	2,299	2,620	4,100	64%	3,500	0	3,500	85%
4900-3400	PRINTING	1,064	740			700	0%	700	0	700	100%

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10 GENERAL FUND

		Actuals				Current Budget	% Rec.	Prelim. Budget	Budget Change	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
4900-3500	REPAIRS AND		360			500	0%	500	0	500	100%
4900-3700	MARKETING /	2,671	21,474	11,695	720	3,000	24%	3,000	0	3,000	100%
4900-3800	DATA PROCESSING	5,612	6,072	2,365	5,331	5,373	99%	0	0	0	0%
4900-3805	Subscription Fees			9,832		0	0%	2,000	0	2,000	*****
4900-3900	DRUG TESTING &	109		119	250	250	100%	200	0	200	80%
4900-3950	DUES AND	3,945	7,555	4,472	3,766	3,500	103%	2,500	0	2,500	71%
4900-3980	MISCELLANEOUS	44	180	47	132	500	26%	500	0	500	100%
4900-4300	EQUIPMENT RENTAL	1,055				0	0%	0	0	0	0%
4900-4400	SERVICE &	350	679			700	0%	700	0	700	100%
4900-4500	INSURANCE AND	262	138	193	278	400	70%	500	0	500	125%
4900-4990	OTHER CONTRACTED	80,855	198,867	43,050	8,940	15,000	60%	52,000	0	52,000	346%
4900-4991	Telecommunications		4,000	2,000	7,500	7,500	100%	3,000	0	3,000	40%
4900-6820	First Bank Credit				1,000	1,000	100%	1,000	0	1,000	100%
4900-9700	CONTINGENCY					1,100	0%	1,200	0	1,200	109%
5000-2100	DEPARTMENT	6,511	5,192	4,920	5,696	7,250	79%	8,250	0	8,250	113%
5000-2140	SEED and SOD	576	600	800	970	1,000	97%	1,000	0	1,000	100%
5000-2141	CHEMICALS			196	123	500	25%	500	0	500	100%
5000-2142	FERTILIZER AND	474	545	496	798	800	100%	800	0	800	100%
5000-2144	MULCH & PINE	984	744	2,475	2,613	3,000	87%	4,000	0	4,000	133%
5000-2400	CONSTRUCTION &	3,130	89	621	2,456	2,500	98%	4,000	0	4,000	160%
5000-2900	ASSETS NOT	6,509	12,436	19,740	14,735	17,500	84%	1,000	0	1,000	5%
5000-3200	COMMUNICATIONS	1,801	1,817	-5,651	-654	-97	674%	2,350	0	2,350	-2422%
5000-3300	UTILITIES	18,970	14,939	16,627	14,188	33,000	43%	41,000	0	41,000	124%
5000-3350	Water Utilities	183	366	202	142	600	24%	800	0	800	133%
5000-3500	REPAIRS AND	33,194	39,569	5,390	15,022	40,000	38%	60,000	0	60,000	150%
5000-3940	LANDFILL					500	0%	500	0	500	100%
5000-3980	MISCELLANEOUS				75	500	15%	500	0	500	100%
5000-4300	EQUIPMENT RENTAL		150	225	126	200	63%	500	0	500	250%
5000-4400	SERVICE &	35,464	37,709	36,121	42,856	43,000	100%	55,000	0	55,000	127%
5000-4500	INSURANCE AND	21,667	11,347	16,108	17,010	20,300	84%	25,000	0	25,000	123%
5000-4990	OTHER CONTRACTED	2,998	11,730	29,964	8,605	9,800	88%	11,000	50,000	61,000	622%
5000-5500	CAPITAL OUTLAY	32,543				0	0%	0	0	0	0%
5000-5700	CAPITAL OUTLAY -	18,068				0	0%	0	0	0	0%
5000-5800	CAPITAL OUTLAY -	55,387	42,216	255,716	189,728	205,632	92%	0	30,000	30,000	14%
5000-9700	CONTINGENCY					0	0%	3,000	0	3,000	*****
5100-4910	SHERIFF CONTRACT	320,982	403,162	424,374	225,841	500,000	45%	600,000	-100,000	500,000	100%
5100-4911	Sheriff Off Duty -	353	4,397	3,968	6,000	6,500	92%	10,000	0	10,000	153%
5100-4912	Sheriff off-duty	287	1,014	1,068	3,100	3,600	86%	4,000	0	4,000	111%
5100-4920	ANIMAL CONTROL	10,449	12,265	10,040	14,000	14,000	100%	14,000	0	14,000	100%
5300-2100	DEPARTMENT				779	800	97%	1,000	0	1,000	125%
5300-2500	VEHICLE SUPPLIES					500	0%	500	0	500	100%
5300-3500	REPAIRS AND					1,000	0%	1,000	0	1,000	100%
5300-3956	Fire Inspection	4,017	5,402	7,587	14,000	14,000	100%	14,000	0	14,000	100%
5300-3980	MISCELLANEOUS		177	154		500	0%	500	0	500	100%
5300-4900	PINECROFT	680,061	686,366	866,154	855,657	856,000	100%	865,700	0	865,700	101%
5300-4990	OTHER CONTRACTED		2,898			0	0%	0	0	0	0%
5300-5500	CAPITAL OUTLAY	2,039	2,971			0	0%	0	0	0	0%

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	Actuals				Current	%	Prelim.	Budget	Final	% Old
	20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
5300-9700 CONTINGENCY					200	0%	0	0	0	0%
5600-2100 DEPARTMENT	1,128	5,886	1,442	3,713	6,500	57%	6,500	0	6,500	100%
5600-2400 CONSTRUCTION &	6,619	39	6,999	4,750	8,000	59%	10,000	0	10,000	125%
5600-2500 VEHICLE SUPPLIES	5,192	5,487	8,272	341	2,500	14%	5,000	0	5,000	200%
5600-2520 FUELS - GAS & OIL	1,700	3,556	4,963	2,756	6,000	46%	6,000	0	6,000	100%
5600-2900 ASSETS NOT	22,803	21,354	3,437	18,604	21,700	86%	12,500	0	12,500	57%
5600-3300 UTILITIES	120,006	163,497	171,241	159,828	182,000	88%	226,000	0	226,000	124%
5600-3500 REPAIRS AND	1,670	4,843	7,704	7,896	8,000	99%	10,000	0	10,000	125%
5600-3700 MARKETING /	300				0	0%	0	0	0	0%
5600-3805 Subscription Fees				1,000	1,000	100%	1,200	0	1,200	120%
5600-3940 LANDFILL				35	500	7%	500	0	500	100%
5600-3955 Permit Fees	1,060	860	860	860	1,100	78%	1,100	0	1,100	100%
5600-3980 MISCELLANEOUS			96	45	100	45%	100	0	100	100%
5600-4300 EQUIPMENT RENTAL			321		0	0%	4,000	0	4,000	*****
5600-4400 SERVICE &		1,920	2,981	2,111	6,500	32%	7,000	0	7,000	107%
5600-4500 INSURANCE AND	1,066	551	773	937	1,350	69%	1,650	0	1,650	122%
5600-4980 STORMWATER FEES	5,681	5,605	5,605		0	0%	0	0	0	0%
5600-4990 OTHER CONTRACTED	64,959	96,343	33,416	105,807	105,844	100%	150,000	0	150,000	141%
5600-4995 ENGINEERING FEES					0	0%	25,000	0	25,000	*****
5600-5400 CAPITAL OUTLAY -		32,506			0	0%	0	0	0	0%
5600-5500 CAPITAL OUTLAY	11,150	8,014	8,433	6,000	7,500	80%	280,000	0	280,000	3733%
5600-5700 CAPITAL OUTLAY -		83,976	17,837		0	0%	0	0	0	0%
5600-9700 CONTINGENCY					0	0%	2,000	0	2,000	*****
5600-9800 RESERVE FOR FUTURE					61,300	0%	0	0	0	0%
5650-3700 MARKETING /				1,924	2,000	96%	2,200	0	2,200	110%
5650-4400 SERVICE &				2,400	2,400	100%	2,400	0	2,400	100%
5650-4980 STORMWATER FEES				5,605	6,000	93%	6,000	0	6,000	100%
5650-4990 OTHER CONTRACTED				47,500	48,000	99%	161,000	0	161,000	335%
5700-4990 OTHER CONTRACTED	267,075		290,051		0	0%	220,000	0	220,000	*****
5800-1000 SALARIES AND WAGES	98,899	78,620	80,238	98,251	137,500	71%	160,000	0	160,000	116%
5800-1003 LONGEVITY PAY	978	1,260	978	1,144	1,200	95%	2,200	0	2,200	183%
5800-1009 FICA EXPENSE	7,430	5,972	6,095	7,504	10,500	71%	10,500	0	10,500	100%
5800-1010 RETIREMENT EXPENSE	10,239	9,162	9,964	12,812	16,700	77%	18,500	0	18,500	110%
5800-1011 HEALTH INSURANCE	28,834	22,678	20,255	25,386	30,600	83%	34,000	0	34,000	111%
5800-1012 FLEX & PR TIME	173	250	142	72	750	10%	750	0	750	100%
5800-1013 RETIREE HEALTH	8,529	1,535			0	0%	0	0	0	0%
5800-1014 WORKER'S	6,393	6,163	5,114	7,283	10,000	73%	10,000	0	10,000	100%
5800-1015 Unemployment	1,767				0	0%	100	0	100	*****
5800-1017 401K EXPENSE	4,458	3,481	3,935	4,874	6,300	77%	7,000	0	7,000	111%
5800-2100 DEPARTMENT	1,845	1,399	113,619	45,887	49,300	93%	5,000	0	5,000	10%
5800-2110 COVID SUPPLIES		104			0	0%	0	0	0	0%
5800-2200 FOOD AND		86	143	37	300	12%	300	0	300	100%
5800-2500 VEHICLE SUPPLIES	5,737	11,549	14,000	3,597	12,000	30%	12,000	0	12,000	100%
5800-2520 FUELS - GAS & OIL	10,733	20,048	26,805	32,298	60,000	40%	80,000	0	80,000	100%
5800-3200 COMMUNICATIONS	706	710	1,090	872	2,400	36%	1,300	0	1,300	54%
5800-3400 PRINTING			425	1,526	3,800	40%	3,800	0	3,800	100%
5800-3500 REPAIRS AND	5,607	1,704	11,648	14,751	15,730	94%	10,000	0	10,000	63%

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10 GENERAL FUND

	Actuals				Current	%	Prelim.	Budget	Final	%	
	20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget	
					23-24	23-24	24-25	24-25	24-25	24-25	
5800-3700	MARKETING /		16,298		0	0%	2,500	0	2,500	****%	
5800-3805	Subscription Fees			4,000	4,000	100%	4,200	0	4,200	105%	
5800-3900	DRUG TESTING &	444	102	386	1,000	100%	1,500	0	1,500	150%	
5800-3940	LANDFILL	61,103	58,977	58,056	58,269	69,300	84%	74,000	0	74,000	106%
5800-3945	Recycle Fees	98,323	106,719	85,708	30,000	40,000	75%	40,000	0	40,000	100%
5800-3980	MISCELLANEOUS	36	96		125	200	63%	200	0	200	100%
5800-4300	EQUIPMENT RENTAL					500	0%	500	0	500	100%
5800-4500	INSURANCE AND	1,572	1,149	2,561	5,004	5,000	100%	6,100	0	6,100	122%
5800-4990	OTHER CONTRACTED	13,861	46,839	54,735	47,898	47,900	100%	10,000	0	10,000	20%
5800-5400	CAPITAL OUTLAY -			887,739	2,006	2,100	96%	0	0	0	0%
5800-5500	CAPITAL OUTLAY			86,826		0	0%	0	0	0	0%
5800-9700	CONTINGENCY					0	0%	2,000	0	2,000	****%
6200-1000	SALARIES AND WAGES	104,151	99,482	134,702	150,319	182,800	82%	285,000	0	285,000	155%
6200-1003	LONGEVITY PAY	2,120	2,527	3,134	4,394	4,394	100%	5,000	0	5,000	113%
6200-1009	FICA EXPENSE	8,062	7,682	10,449	11,801	14,292	83%	22,000	0	22,000	153%
6200-1010	RETIREMENT EXPENSE	9,856	11,679	16,915	19,943	24,130	83%	40,000	0	40,000	165%
6200-1011	HEALTH INSURANCE	21,616	22,631	29,095	26,379	32,400	81%	45,200	0	45,200	139%
6200-1012	FLEX & PR TIME	118	118	166	144	750	19%	750	0	750	100%
6200-1014	WORKER'S	2,055	2,465	2,046	5,098	7,000	73%	10,000	0	10,000	142%
6200-1015	Unemployment					0	0%	165	0	165	****%
6200-1017	401K EXPENSE	4,198	4,304	6,519	7,348	9,071	81%	14,000	0	14,000	154%
6200-2100	DEPARTMENT	8,894	7,704	10,191	9,946	11,300	88%	15,000	0	15,000	132%
6200-2110	COVID SUPPLIES		104			0	0%	0	0	0	0%
6200-2140	SEED and SOD	660	170	1,240	970	2,500	39%	2,500	0	2,500	100%
6200-2141	CHEMICALS	3,200	3,899	3,638	3,090	5,000	62%	5,000	0	5,000	100%
6200-2142	FERTILIZER AND	1,790	2,041	2,871	1,430	4,500	32%	5,500	0	5,500	122%
6200-2143	IRRIGATION	68	1,231	372	408	1,000	41%	1,000	0	1,000	100%
6200-2144	MULCH & PINE	3,656	3,049	4,303	4,981	5,000	100%	5,000	0	5,000	100%
6200-2145	TOPSOIL (Sand)	892		1,411		1,500	0%	1,500	0	1,500	100%
6200-2200	FOOD AND	44	50	36	21	50	42%	250	0	250	500%
6200-2400	CONSTRUCTION &	2,156	2,329	1,785	2,594	3,000	86%	5,000	0	5,000	166%
6200-2500	VEHICLE SUPPLIES	338	457	982	1,427	1,500	95%	2,000	0	2,000	133%
6200-2520	FUELS - GAS & OIL	1,857	5,979	4,384	5,788	10,000	58%	10,000	0	10,000	100%
6200-2550	EQUIPMENT SUPPLIES	3,874	1,333	1,855	2,282	3,000	76%	3,000	0	3,000	100%
6200-2600	OFFICE SUPPLIES	51			81	300	27%	500	0	500	166%
6200-2900	ASSETS NOT	6,771	5,420	6,300	7,493	9,500	79%	9,500	0	9,500	100%
6200-3100	TRAVEL		421	1,132	1,727	1,730	100%	3,500	0	3,500	202%
6200-3150	CONFERENCE FEES	145	115	445	710	770	92%	3,500	0	3,500	454%
6200-3200	COMMUNICATIONS	1,572	3,836	9,181	9,451	13,000	73%	15,600	0	15,600	120%
6200-3300	UTILITIES	11,675	13,387	12,675	12,798	18,000	71%	22,500	0	22,500	125%
6200-3350	Water Utilities	248	272	314	274	450	61%	600	0	600	133%
6200-3500	REPAIRS AND	2,146	1,820	23,158	2,488	5,000	50%	6,000	0	6,000	120%
6200-3800	DATA PROCESSING	255	252	-93	3,700	3,880	95%	0	0	0	0%
6200-3805	Subscription Fees			3,715	2,961	3,000	99%	8,500	0	8,500	283%
6200-3900	DRUG TESTING &		166	257	600	600	100%	700	0	700	116%
6200-3940	LANDFILL		465	95	160	500	32%	500	0	500	100%
6200-3950	DUES AND	345	1,410	1,058	955	2,200	43%	1,500	0	1,500	68%

10 GENERAL FUND

	Actuals				Current	%	Prelim.	Budget	Final	%
	20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
6200-3960 BANK AND MERCHANT				605	500	121%	1,200	0	1,200	240%
6200-3980 MISCELLANEOUS	24	130	57	192	500	38%	500	0	500	100%
6200-3981 Special Events	3,104	9,324	12,203	19,382	20,300	95%	25,000	-3,000	22,000	108%
6200-4101 Library Services	107,500	108,500	119,500	119,500	119,500	100%	64,000	0	64,000	53%
6200-4102 Recreation	12,288	12,030	18,200	3,645	20,000	18%	20,000	0	20,000	100%
6200-4103 Culture/Historical	4,730	10,500	10,500		10,500	0%	10,500	2,000	12,500	119%
6200-4300 EQUIPMENT RENTAL	13,112	23,349	1,283	7,726	7,295	106%	2,000	0	2,000	27%
6200-4301 Property tax on				1,800	1,800	100%	1,800	0	1,800	100%
6200-4400 SERVICE &	3,060	2,697	1,761	1,900	3,000	63%	4,000	0	4,000	133%
6200-4500 INSURANCE AND	1,902	944	1,160	1,180	1,700	69%	2,100	0	2,100	123%
6200-4990 OTHER CONTRACTED	15,631	1,445	9,074	19,697	18,700	105%	20,000	87,500	107,500	574%
6200-5400 CAPITAL OUTLAY -					0	0%	0	69,000	69,000	*****%
6200-5500 CAPITAL OUTLAY	6,622	10,730		16,660	16,700	100%	0	18,000	18,000	107%
6200-5700 CAPITAL OUTLAY -			7,556		0	0%	0	0	0	0%
6200-5800 CAPITAL OUTLAY -			12,750	9,900	10,040	99%	0	0	0	0%
6200-6820 First Bank Credit					0	0%	1,000	0	1,000	*****%
6200-9700 CONTINGENCY					0	0%	2,000	0	2,000	*****%
6300-1000 SALARIES AND WAGES	317,638	350,071	381,159	342,346	446,200	77%	420,000	0	420,000	94%
6300-1003 LONGEVITY PAY	6,834	3,388	6,139	5,301	6,106	87%	6,200	0	6,200	101%
6300-1009 FICA EXPENSE	23,996	25,978	28,420	25,508	33,508	76%	35,000	0	35,000	104%
6300-1010 RETIREMENT EXPENSE	29,567	40,438	47,529	42,288	52,370	81%	53,000	0	53,000	101%
6300-1011 HEALTH INSURANCE	52,266	78,650	74,111	57,195	76,000	75%	79,000	0	79,000	103%
6300-1012 FLEX & PR TIME	106	36	160	144	650	22%	650	0	650	100%
6300-1013 RETIREE HEALTH	3,116	2,644	2,644	7,675	10,800	71%	10,800	0	10,800	100%
6300-1014 WORKER'S	4,110	4,520	3,750	6,243	8,000	78%	10,000	0	10,000	125%
6300-1015 Unemployment		3,373	1,012		1,500	0%	500	0	500	33%
6300-1017 401K EXPENSE	11,647	15,556	18,853	14,996	19,929	75%	21,000	0	21,000	105%
6300-2100 DEPARTMENT	8,585	9,320	8,174	11,083	11,000	101%	11,000	0	11,000	100%
6300-2110 COVID SUPPLIES		389			0	0%	0	0	0	0%
6300-2140 SEED and SOD	836		2,573	5,110	8,000	64%	8,000	0	8,000	100%
6300-2141 CHEMICALS	40,163	44,489	40,504	38,694	45,000	86%	45,000	0	45,000	100%
6300-2142 FERTILIZER AND	22,396	24,260	27,232	26,738	30,000	89%	30,000	0	30,000	100%
6300-2143 IRRIGATION	3,103	6,737	3,525	16,901	19,400	67%	20,000	0	20,000	103%
6300-2144 MULCH & PINE		1,425	1,663	1,425	3,000	48%	2,500	0	2,500	83%
6300-2145 TOPSOIL (Sand)	7,795	6,777	6,660	6,207	18,000	34%	15,000	0	15,000	83%
6300-2155 TEE AND GREEN	3,694	2,521	3,618	1,653	5,000	33%	5,000	0	5,000	100%
6300-2200 FOOD AND	73		45	77	200	39%	300	0	300	150%
6300-2400 CONSTRUCTION &	3,827	5,481	1,490	7,567	8,500	89%	15,000	0	15,000	176%
6300-2500 VEHICLE SUPPLIES	274	535	222	675	1,000	68%	1,500	0	1,500	150%
6300-2520 FUELS - GAS & OIL	12,055	14,486	19,460	28,522	35,000	81%	40,000	0	40,000	114%
6300-2550 EQUIPMENT SUPPLIES	35,887	28,710	29,254	27,032	35,000	77%	35,000	0	35,000	100%
6300-2600 OFFICE SUPPLIES	77	132	86	93	1,500	6%	1,500	0	1,500	100%
6300-2900 ASSETS NOT	4,467	6,635	4,524	18,142	21,500	84%	15,000	0	15,000	69%
6300-3100 TRAVEL		2,130	2,139	807	3,000	27%	3,000	0	3,000	100%
6300-3150 CONFERENCE FEES		1,297	505	270	1,500	18%	1,500	0	1,500	100%
6300-3200 COMMUNICATIONS	3,635	6,268	7,549	7,401	11,500	64%	12,000	300	12,300	106%
6300-3300 UTILITIES	14,706	13,285	11,290	16,096	23,000	70%	28,600	0	28,600	124%

TOWN OF JAMESTOWN, NC
Budget Statement
For the Year: 2024 - 2025

10 GENERAL FUND

	Actuals				Current	%	Prelim.	Budget	Final	%
	20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Old
					23-24	23-24	24-25	24-25	24-25	24-25
6300-3350 Water Utilities	275	272	314	274	500	55%	600	0	600	120%
6300-3500 REPAIRS AND	30,139	14,761	10,697	12,245	12,500	98%	25,000	0	25,000	200%
6300-3700 MARKETING /	150				0	0%	0	0	0	0%
6300-3800 DATA PROCESSING	540	717	-2,137	794	694	114%	0	0	0	0%
6300-3805 Subscription Fees			6,955	2,550	5,200	49%	3,000	0	3,000	57%
6300-3900 DRUG TESTING &	541	166	134	1,000	1,000	100%	1,200	0	1,200	120%
6300-3940 LANDFILL	2,229	2,247	2,130	2,100	2,600	81%	2,800	0	2,800	107%
6300-3950 DUES AND	1,000	4,652	3,926	2,450	3,000	82%	3,000	0	3,000	100%
6300-3960 MISCELLANEOUS	310			500	500	100%	500	0	500	100%
6300-4300 EQUIPMENT RENTAL	63,979	61,171	6,414	26,328	42,054	63%	10,000	0	10,000	23%
6300-4301 Property tax on				2,800	2,800	100%	2,800	0	2,800	100%
6300-4400 SERVICE &	3,247	3,244	6,542	633	4,500	14%	9,000	0	9,000	200%
6300-4500 INSURANCE AND	10,638	6,733	6,573	9,429	12,000	79%	14,400	0	14,400	120%
6300-4990 OTHER CONTRACTED	5,724	910	5,762	8,366	10,000	84%	10,000	0	10,000	100%
6300-5500 CAPITAL OUTLAY	7,502	56,582	89,007	328,186	701,923	47%	0	50,000	50,000	7%
6300-5700 CAPITAL OUTLAY -			64,495		0	0%	0	340,000	340,000	*****%
6300-5800 CAPITAL OUTLAY -	87,680	7,180	159,369	128,762	128,836	100%	0	0	0	0%
6300-6820 First Bank Credit				2,000	2,000	100%	2,000	0	2,000	100%
6300-9700 CONTINGENCY					2,400	0%	3,000	0	3,000	125%
6301-1000 SALARIES AND WAGES	249,952	267,931	296,987	199,407	282,059	71%	285,000	0	285,000	101%
6301-1003 LONGEVITY PAY	2,260	3,187	3,615	1,631	1,631	100%	2,200	0	2,200	134%
6301-1009 FICA EXPENSE	19,389	20,877	23,157	15,454	21,050	73%	21,500	0	21,500	102%
6301-1010 RETIREMENT EXPENSE	16,278	21,799	25,117	13,846	16,355	85%	15,100	0	15,100	92%
6301-1011 HEALTH INSURANCE	32,425	46,299	42,318	18,220	21,600	84%	23,000	0	23,000	106%
6301-1012 FLEX & PR TIME					100	0%	100	0	100	100%
6301-1013 RETIREE HEALTH	4,541	5,916	6,303	6,651	10,800	62%	10,800	0	10,800	100%
6301-1014 WORKER'S	913	1,315	1,091	1,457	2,000	73%	2,000	0	2,000	100%
6301-1015 Unemployment					5,000	0%	500	0	500	10%
6301-1017 401K EXPENSE	6,736	8,171	9,681	4,520	5,505	82%	5,500	0	5,500	99%
6301-2100 DEPARTMENT	7,376	6,813	9,668	9,635	10,500	92%	12,500	0	12,500	119%
6301-2101 Grill Supplies	2,390	4,338	3,556	1,000	5,000	20%	2,000	0	2,000	40%
6301-2110 COVID SUPPLIES		1,011			0	0%	0	0	0	0%
6301-2156 RANGE SUPPLIES	4,842	5,853	5,894	4,724	8,500	56%	8,000	0	8,000	94%
6301-2200 FOOD AND		314	224	365	400	91%	750	0	750	187%
6301-2400 CONSTRUCTION &	346	125	78	685	1,000	49%	1,000	0	1,000	100%
6301-2600 OFFICE SUPPLIES	595	723	237	893	1,000	89%	1,500	0	1,500	150%
6301-2700 GOLF INVENTORY FOR	33,981	49,595	40,811	52,368	70,000	75%	70,000	0	70,000	100%
6301-2705 Golf Special	5,201	6,973	8,855	5,306	12,000	44%	12,000	0	12,000	100%
6301-2710 CONCESSION	31,609	31,779	36,581	42,990	50,000	86%	60,000	0	60,000	120%
6301-2715 Food purchased not	10,098	13,832	14,463		0	0%	0	0	0	0%
6301-2900 ASSETS NOT	3,863	1,334	2,288	10,862	11,500	94%	12,000	0	12,000	104%
6301-3100 TRAVEL			20		500	0%	1,000	0	1,000	200%
6301-3150 CONFERENCE FEES			248		1,000	0%	2,500	0	2,500	250%
6301-3200 COMMUNICATIONS	9,375	9,403	5,202	7,851	9,677	81%	10,250	0	10,250	105%
6301-3300 UTILITIES	14,550	11,464	14,197	12,043	20,000	60%	25,000	0	25,000	125%
6301-3350 Water Utilities	242	272	314	274	450	61%	600	0	600	133%
6301-3400 PRINTING		54	128		400	0%	750	0	750	187%

TOWN OF JAMESTOWN, NC
Budget Statement
For the Year: 2024 - 2025

10 GENERAL FUND

	Actuals				Current	%	Prelim.	Budget	Final	%
	20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Old
	20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
6301-3500 REPAIRS AND	2,495	3,723	4,418	1,987	5,000	40%	5,000	0	5,000	100%
6301-3700 MARKETING /	820	820	2,225	7,495	10,000	75%	10,000	0	10,000	100%
6301-3800 DATA PROCESSING	8,446	9,344	6,386	6,640	9,471	70%	0	0	0	0%
6301-3805 Subscription Fees			15,371		0	0%	0	0	0	0%
6301-3900 DRUG TESTING &	665	1,083	663	1,500	1,500	100%	1,500	0	1,500	100%
6301-3940 LANDFILL	1,672	1,830	2,566	2,415	3,500	69%	3,500	0	3,500	100%
6301-3950 DUES AND	644	2,254	820	1,030	2,500	41%	1,000	0	1,000	40%
6301-3955 Permit Fees	220	220	220	100	220	45%	220	0	220	100%
6301-3960 RANK AND MERCHANT	20,924	21,267	23,935	29,425	30,000	98%	35,000	0	35,000	116%
6301-3980 MISCELLANEOUS	36			200	250	80%	250	0	250	100%
6301-3981 Special Events					0	0%	10,000	-10,000	0	0%
6301-4300 EQUIPMENT RENTAL	2,453	1,795	-1	800	1,091	73%	0	0	0	0%
6301-4310 GOLF CART RENTALS	63,927	63,927	3,339	24,466	21,154	116%	0	0	0	0%
6301-4311 SALES AND USE TAX	19,087	19,713	20,576	17,183	21,000	82%	22,000	0	22,000	104%
6301-4400 SERVICE &	13,127	13,278	14,098	16,730	18,000	93%	20,000	0	20,000	111%
6301-4500 INSURANCE AND	12,031	6,643	8,713	8,331	12,000	69%	14,400	0	14,400	120%
6301-4990 OTHER CONTRACTED	2,828	3,478	60,869	7,437	9,250	80%	11,500	0	11,500	124%
6301-5700 CAPITAL OUTLAY -			59,080		0	0%	0	0	0	0%
6301-5800 CAPITAL OUTLAY -		22,853			0	0%	0	0	0	0%
6301-9700 CONTINGENCY					10,000	0%	2,000	0	2,000	20%
8000-7100 DEBT PRINCIPAL	153,241	155,371	157,543	103,719	226,500	46%	270,000	0	270,000	119%
8000-7101 LEASE PRINCIPAL			156,489	85,115	94,377	90%	135,000	0	135,000	143%
8000-7102 Subscription			20,320	13,177	14,827	89%	25,000	0	25,000	168%
8000-7200 DEBT INTEREST	19,312	15,570	11,784	8,268	27,000	31%	45,000	0	45,000	166%
8000-7201 LEASE INTEREST			3,174	1,430	1,688	85%	5,000	0	5,000	296%
8000-7202 Subscription			915	231	309	75%	2,000	0	2,000	647%
9600-9600 TRANSFERS TO OTHER	585,103	571,075	176,839	199,331	180,500	110%	136,000	11,813	147,813	81%
9600-9800 RESERVE FOR FUTURE					4,570	0%	0	0	0	0%
Total Expenditures	5,533,489	5,918,164	7,813,633	6,069,324	8,071,235	75%	7,915,536	535,613	8,451,149	104%
Overall Fund Total										
Revenue less Expenditures)	-204,293	-299,689	131,557	831,621	-1		-255,173	255,173	0	

TOWN OF JAMESTOWN, NC
Budget Statement
For the Year: 2024 - 2025

11 General Capital Reserve Fund

		Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
Revenue											
3831	INVESTMENT	29	2	67	305	100	305%	100	0	100	100%
3981	TRANSFER FROM	100,000	101,000	124,854	143,631	125,000	115%	138,000	11,813	149,813	119%
Total Revenues		100,029	101,002	124,921	144,136	125,100	115%	138,100	11,813	149,913	119%
Expenditures											
9600-9600	TRANSFERS TO OTHER	207,158	100,545	74,931	72,108	75,000	96%	72,000	0	72,000	96%
9600-9800	RESERVE FOR FUTURE					50,100	0%	66,100	11,813	77,913	155%
Total Expenditures		207,158	100,545	74,931	72,108	125,100	58%	138,100	11,813	149,913	119%
Overall Fund Total											
Revenue less Expenditures}		-107,129	457	49,990	72,028				0	0	

**CAPITAL PROJECT FUND - OAKDALE SIDEWALK PHASE 2
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	Project Author- ization	Actual		Total to Date	Variance Positive (Negative)	Account #
		Prior Year	Current Year			
Revenues:						
Federal CMAQ funds	\$ 160,000	\$ 39,589	\$ -	\$ 39,589	\$ (120,411)	21-3310
Investment income	-	-	-	-	-	21-3831
	<u>160,000</u>	<u>39,589</u>	<u>-</u>	<u>39,589</u>	<u>(120,411)</u>	
Expenditures:						
Capital outlay - land improvements	200,000	49,488	-	49,488	150,514	21-5600-5700
Revenues under expenditures	<u>(40,000)</u>	<u>(9,897)</u>	<u>-</u>	<u>(9,897)</u>	<u>30,103</u>	
Other financing sources:						
Transfer from General Fund	40,000	40,000	-	40,000	-	21-3981
Net change in fund balance	<u>\$ -</u>	<u>\$ 30,103</u>	<u>\$ -</u>	<u>\$ 30,103</u>	<u>\$ 30,103</u>	
Fund balance:						
Beginning of year, July 1			<u>30,103</u>			
End of year, June 30			<u>\$ 30,103</u>			

CAPITAL PROJECT FUND - OAKDALE SIDEWALK PHASE III (#C-5809F)
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2024

	<u>Project Author- ization</u>	<u>Prior Year</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
Revenues:					
Federal CMAQ funds	\$ 540,000	\$ 83,189	\$ -	\$ 83,189	\$ (456,811)
Investment income	-	534	-	534	534
	<u>540,000</u>	<u>83,723</u>	<u>-</u>	<u>83,723</u>	<u>(456,277)</u>
Expenditures:					
Capital outlay - land improvements	675,000	104,137	750	104,887	570,113
Revenues under expenditures	(135,000)	(20,414)	(750)	(21,164)	113,836
Other financing sources:					
Transfer from General Fund	135,000	135,000	-	135,000	-
Net change in fund balance	<u>\$ -</u>	<u>\$ 114,586</u>	<u>\$ (750)</u>	<u>\$ 113,836</u>	<u>\$ 113,836</u>
Fund balance:					
Beginning of year, July 1			<u>114,631</u>		
End of year, June 30			<u>\$ 113,881</u>		

**CAPITAL PROJECT FUND - PENNY ROAD SIDEWALK
 SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	<u>Project Author- ization</u>	<u>Prior Year</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
Revenues:					
Federal CMAQ funds	\$ 964,000	\$ -	\$ -	\$ -	\$ (964,000)
Investment income	-	-	-	-	-
	<u>964,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(964,000)</u>
Expenditures:					
Capital outlay - land improvements	1,205,000	-	-	-	1,205,000
Revenues under expenditures	(241,000)	-	-	-	241,000
Other financing sources:					
Transfer from General Fund - fy25	190,000	-	-	-	-
Transfer from General Fund - fy23	51,000	51,000	-	51,000	-
	<u>51,000</u>	<u>51,000</u>	<u>-</u>	<u>51,000</u>	<u>-</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 51,000</u>	<u>\$ -</u>	<u>\$ 51,000</u>	<u>\$ 241,000</u>
Fund balance:					
Beginning of year, July 1			51,000		
End of year, June 30			<u>\$ 51,000</u>		

**GRANTS PROJECTS FUND - PARTF PROJECT
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2024**



	<u>Project Author- ization</u>	<u>Prior Year</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
Revenues:					
NC Parks & Recreation Trust Fund	\$ 215,205				\$ (215,205)
Guilford County Coronavirus State & Local Fiscal Recovery Funds	215,205	-		-	(215,205)
	<u>\$ 430,410</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (430,410)</u>
Expenditures:					
Equipment	356,410	-		-	356,410
Construction	53,504	-	6,563	6,563	46,941
Contingency	20,496				20,496
Total expenditures	<u>430,410</u>	<u>-</u>	<u>-</u>	<u>6,563</u>	<u>423,847</u>
Revenues under expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>(6,563)</u>	<u>(6,563)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (6,563)</u>	<u>\$ (6,563)</u>
Fund balance:					
Beginning of year, July 1			<u>-</u>		
End of year, June 30			<u>\$ -</u>		

**GRANTS PROJECTS FUND - ACCESSIBILITY FOR PARKS PROJECT
 SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2024**



	<u>Project Author- ization</u>	<u>Prior Year</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
Revenues:					
NC Division of Parks & Recreation	\$ 500,000				\$ (500,000)
Guilford County Coronavirus State & Local Fiscal Recovery Funds	100,000	-		-	(100,000)
	<u>\$ 600,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (600,000)</u>
Expenditures:					
Equipment	413,370	-		-	413,370
Construction	158,059	-		-	158,059
Contingency	28,571				28,571
Total expenditures	<u>600,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>600,000</u>
Revenues under expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Fund balance:					
Beginning of year, July 1			<u>-</u>		
End of year, June 30			<u>\$ -</u>		

**GRANTS PROJECTS FUND - SIDEWALK PROJECT
 SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 FROM INCEPTION AND FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	<u>Project Author- ization</u>	<u>Prior Year</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
Revenues:					
Guilford Co Coronavirus State & Local Fiscal Recovery Funds	<u>\$ 2,294,795</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (2,294,795)</u>
Expenditures:					
Professional Services	\$ 30,000	-	26,000	26,000	4,000
Construction	2,264,795	-	-	-	2,264,795
Total expenditures	<u>2,294,795</u>	<u>-</u>	<u>26,000</u>	<u>26,000</u>	<u>2,268,795</u>
Revenues under expenditures	<u>-</u>	<u>-</u>	<u>(26,000)</u>	<u>(26,000)</u>	<u>(26,000)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (26,000)</u>	<u>\$ (26,000)</u>	<u>\$ (26,000)</u>
Fund balance:					
Beginning of year, July 1			<u>-</u>		
End of year, June 30			<u>\$ (26,000)</u>		

TOWN OF JAMESTOWN, NC
Budget Statement
For the Year: 2024 - 2025

30 WATER AND SEWER

	Actuals				Current	%	Prelim.	Budget	Final	%
	20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
Revenue										
3345 INSPECTION AND	3,426	3,461	4,368	1,081	1,000	108%	1,000	0	1,000	100%
3710 UTILITY CHARGE -	932,038	951,853	955,863	845,041	990,000	85%	1,100,000	0	1,100,000	111%
3720 UTILITY CHARGE -	2,705,793	2,941,635	2,876,362	3,079,661	3,000,000	103%	3,500,000	0	3,500,000	116%
3741 Meter Fee	4,520	1,200	3,700	950	2,000	48%	2,000	0	2,000	100%
3742 System Development	38,375	195,375	18,500	7,300	0	***%	0	0	0	0%
3743 System Admin /	1,100	600	1,150	300	500	60%	500	0	500	100%
3745 Connection Fees -	12,450	9,950	9,452	6,700	11,000	61%	11,000	0	11,000	100%
3750 NONPAYMENT /	14,050	18,850	20,017	23,600	20,000	118%	22,000	0	22,000	110%
3755 Return Check Fees	425	175	525	275	300	92%	300	0	300	100%
3760 LATE FEES	18,319	21,920	20,952	19,760	20,000	99%	20,000	0	20,000	100%
3765 CREDIT CARD	363	679	795	1,117	800	140%	800	0	800	100%
3831 INVESTMENT	22,174	15,320	294,448	391,897	300,000	131%	250,000	0	250,000	83%
3835 SALES OF FIXED	2,819	13,200			0	0%	0	0	0	0%
3839 MISCELLANEOUS	443	6,336	50	4,777	500	955%	500	0	500	100%
3910 Insurance		4,000			0	0%	0	0	0	0%
3950 OTHER FINANCING			9,764		0	0%	0	0	0	0%
3987 TRANSFER FROM	122,237	118,445	118,376	118,376	118,400	100%	118,400	0	118,400	100%
3988 TRANSFER FROM	1,758,125				0	0%	0	148,060	148,060	*****
3992 NET POSITION					2,694,080	0%	3,788,560	-981,460	2,807,100	104%
Total Revenues	5,636,657	4,302,999	4,334,322	4,500,835	7,158,580	63%	8,815,060	-833,400	7,981,660	111%
Expenditures										
7100-1000 SALARIES AND WAGES	604,021	658,995	719,835	687,747	855,000	80%	1,150,000	0	1,150,000	134%
7100-1003 LONGEVITY PAY	12,188	14,325	13,633	14,954	16,000	93%	18,000	0	18,000	112%
7100-1009 FICA EXPENSE	47,020	51,332	55,876	53,028	66,500	80%	85,000	0	85,000	127%
7100-1010 RETIREMENT EXPENSE	62,781	76,870	89,285	89,390	106,000	84%	150,000	0	150,000	141%
7100-1011 HEALTH INSURANCE	117,029	134,139	120,139	104,500	134,000	78%	170,000	0	170,000	126%
7100-1012 FLEX & PR TIME	357	404	294	144	1,600	9%	1,600	0	1,600	100%
7100-1013 RETIREE HEALTH	10,420	12,782	16,345	15,037	21,600	70%	21,600	0	21,600	100%
7100-1014 WORKER'S	9,360	10,556	7,500	10,925	15,000	73%	18,000	0	18,000	120%
7100-1015 Unemployment					500	0%	700	0	700	140%
7100-1017 401K EXPENSE	27,290	28,411	34,521	33,134	42,000	79%	53,000	0	53,000	126%
7100-1019 PROFESSIONAL	11,325	11,450	17,500	12,500	20,000	63%	25,000	0	25,000	125%
7100-2100 DEPARTMENT	25,440	19,159	29,253	25,192	35,000	72%	35,000	0	35,000	100%
7100-2105 WATER METERS	31,166	27,310	29,985		90,000	0%	90,000	0	90,000	100%
7100-2110 COVID SUPPLIES		704			0	0%	0	0	0	0%
7100-2200 FOOD AND	286	1,989	1,176	1,173	1,000	117%	2,000	0	2,000	200%
7100-2400 CONSTRUCTION &	14,315	21,074	37,735	22,332	32,600	69%	35,000	0	35,000	107%
7100-2500 VEHICLE SUPPLIES	4,324	7,376	5,362	2,882	8,000	36%	8,000	0	8,000	100%
7100-2520 FUELS - GAS & OIL	20,196	31,821	27,688	65,603	65,000	101%	65,000	0	65,000	100%
7100-2550 EQUIPMENT SUPPLIES	3,793	5,404	8,950	5,580	15,500	36%	15,000	0	15,000	96%

TOWN OF JAMESTOWN, NC
Budget Statement
For the Year: 2024 - 2025

30 WATER AND SEWER

	Actuals				Current	%	Prelim.	Budget	Final	%
	20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
					23-24	23-24	24-25	24-25	24-25	24-25
7100-2600 OFFICE SUPPLIES	1,480	1,590	930	1,053	2,000	53%	2,000	0	2,000	100%
7100-2750 PURCHASE OF WATER	248,360	259,198	305,404	389,801	390,000	100%	406,000	0	406,000	104%
7100-2755 Water Transmission	23,684	20,308	31,532	24,544	30,000	82%	35,000	0	35,000	116%
7100-2900 ASSETS NOT	15,551	11,656	17,043	12,372	20,000	62%	20,000	0	20,000	100%
7100-3100 TRAVEL		301		1,050	3,500	30%	6,000	0	6,000	171%
7100-3150 CONFERENCE FEES	2,760	2,915	4,304	3,105	10,000	31%	10,000	0	10,000	100%
7100-3200 COMMUNICATIONS	27,590	25,280	26,445	25,335	40,000	63%	50,000	0	50,000	125%
7100-3300 UTILITIES	14,571	13,658	15,169	14,715	20,000	74%	25,000	0	25,000	125%
7100-3350 Water Utilities	296	233	153	58	500	12%	500	0	500	100%
7100-3400 PRINTING	4,754	5,310	5,004	4,802	7,000	69%	10,000	0	10,000	142%
7100-3500 REPAIRS AND	16,328	37,981	35,929	38,947	52,400	74%	52,400	0	52,400	100%
7100-3700 MARKETING /					1,000	0%	1,000	0	1,000	100%
7100-3800 DATA PROCESSING	16,010	17,046	8,525	15,086	24,847	61%	28,000	0	28,000	112%
7100-3900 DRUG TESTING &	369	890	488	1,500	1,500	100%	1,800	0	1,800	120%
7100-3940 LANDFILL	580	1,390	103	1,399	4,000	35%	4,000	0	4,000	100%
7100-3950 DUES AND	3,092	5,942	4,512	31,024	28,000	111%	40,000	0	40,000	142%
7100-3955 Permit Fees	3,235	3,235	3,235	4,910	5,000	98%	5,000	0	5,000	100%
7100-3960 BANK AND MERCHANT	11,397	13,934	15,656	18,835	22,000	86%	22,000	0	22,000	100%
7100-3980 MISCELLANEOUS	265	158		265	1,500	18%	1,500	0	1,500	100%
7100-4300 EQUIPMENT RENTAL	10,030	4,272	4,447	3,422	6,339	54%	8,000	0	8,000	126%
7100-4400 SERVICE &	47,245	41,389	48,332	51,649	65,000	79%	65,000	0	65,000	100%
7100-4401 NC811 Fees	2,306	1,759	1,466	5,000	5,000	100%	5,000	0	5,000	100%
7100-4500 INSURANCE AND	47,194	26,638	24,913	24,193	30,000	81%	36,000	0	36,000	120%
7100-4950 LAB TESTING	3,115	4,460	5,498	10,013	10,000	100%	10,000	0	10,000	100%
7100-4960 SEWER TREATMENT	665,026	564,198	614,910	599,012	769,500	78%	800,000	25,000	825,000	107%
7100-4990 OTHER CONTRACTED	131,202	304,721	460,603	309,432	309,678	100%	450,000	0	450,000	145%
7100-4995 ENGINEERING FEES		10,300	3,820	69,930	75,660	92%	150,000	0	150,000	198%
7100-5400 CAPITAL OUTLAY -	132,198	89,984	59,063	67,113	68,500	98%	60,000	0	60,000	87%
7100-5500 CAPITAL OUTLAY	5,867	129,006	138,998	18,200	18,200	100%	255,000	0	255,000	1401%
7100-5501 Right to Use Asset			9,764		0	0%	0	0	0	0%
7100-5800 CAPITAL OUTLAY -		39,387			0	0%	0	0	0	0%
7100-5900 CAPITAL OUTLAY -		1,062	63,097	172,015	1,600,000	11%	1,600,000	0	1,600,000	100%
7100-5910 CAPITAL OUTLAY -	2,104,840		1,263,220	64,962	1,233,600	5%	1,908,060	-860,000	1,048,060	84%
7100-6800 OPERATING PAYMENTS	43,956	44,388	45,332	46,318	48,000	96%	74,500	0	74,500	155%
7100-6801 DEBT PRINCIPLE	122,237	118,445	118,376	108,119	108,200	100%	110,050	0	110,050	101%
7100-6802 INTEREST PAYMENTS				10,256	10,300	100%	8,400	0	8,400	81%
7100-6810 PRINCIPLE PAYMENTS	21,873	21,899	22,037	17,877	21,400	84%	21,400	1,600	23,000	107%
7100-6811 INTEREST PAYMENTS				526	1,100	48%	1,100	0	1,100	100%
7100-6820 First Bank Credit				2,000	2,000	100%	2,000	0	2,000	100%
7100-7100 DEBT PRINCIPAL	50,003	50,003	50,003	36,639	50,050	73%	50,050	0	50,050	100%
7100-7101 LEASE PRINCIPAL			1,822	3,081	3,480	89%	3,000	0	3,000	86%
7100-7200 DEBT INTEREST	8,622	7,412	6,202	3,857	6,700	58%	4,000	0	4,000	59%
7100-7201 LEASE INTEREST			68	147	159	92%	200	0	200	125%
7100-7202 Subscription			483	119	175	68%	200	0	200	114%
7100-9600 TRANSFERS TO OTHER	481,507	663,474	481,116	32,100	517,000	6%	520,000	0	520,000	100%
7100-9700 CONTINGENCY					10,000	0%	10,000	0	10,000	100%
Total Expenditures	5,268,844	3,657,923	5,113,079	3,388,902	7,158,580	47%	8,815,060	-833,400	7,981,660	111%

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TOWN OF JAMESTOWN, NC
Budget Statement
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30 WATER AND SEWER

	Actuals				Current	%	Prelim.	Budget	Final	% Old
	20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
	20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
Overall Fund Total										
Revenue less Expenditures)	367,813	645,076	-778,757	1,111,933				0	0	

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TOWN OF JAMESTOWN, NC
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61 WATER AND SEWER CAPITAL RESERVE FUND

		Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
Revenue											
3742	System Development	38,375				0	0%	0	0	0	0%
3744	Transfer from W/S		195,375	18,500		0	0%	0	0	0	0%
3831	INVESTMENT	203	46	1,248	3,375	1,000	338%	1,000	0	1,000	100%
3986	TRANSFER FROM	410,282	431,599	430,516		500,000	0%	500,000	0	500,000	100%
	Total Revenues	648,860	627,020	450,264	3,375	501,000	1%	501,000	0	501,000	100%
Expenditures											
9600-9600	TRANSFERS TO OTHER	1,758,125				0	0%	0	148,060	148,060	*****
9600-9800	RESERVE FOR FUTURE					501,000	0%	501,000	-148,060	352,940	70%
	Total Expenditures	1,758,125				501,000	0%	501,000	0	501,000	100%
Overall Fund Total											
	Revenue less Expenditures)	-1,309,265	627,020	450,264	3,375				0	0	

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TOWN OF JAMESTOWN, NC
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60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

		Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
						23-24	23-24	24-25	24-25	24-25	24-25
Revenue											
3831	INVESTMENT	132	861	18,954	19,249	8,000	241%	8,000	0	8,000	100%
3986	TRANSFER FROM	32,850	36,500	32,100	32,100	17,000	189%	17,000	15,100	32,100	188%
3992	NET POSITION					93,400	0%	93,400	-15,100	78,300	83%
	Total Revenues	32,982	37,361	51,054	51,349	118,400	43%	118,400	0	118,400	100%
Expenditures											
7130-9600	TRANSFERS TO OTHER	122,237	118,445	118,376	118,376	118,400	100%	118,400	0	118,400	100%
	Total Expenditures	122,237	118,445	118,376	118,376	118,400	100%	118,400	0	118,400	100%
Overall Fund Total											
	Revenue less Expenditures:	-89,255	-81,084	-67,322	-67,027				0	0	

Town of Janesville
Capital Improvement Program
General Fund

Department	Priority	Strategic Plan Initiative	FY 2024/25						Beyond 5 Years	Total	
			FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	FY 2029/30			
Operating Budget Items:											
Roadway Improvements (General)	Public Safety/Police Dept	Must Do	59	204,000	(1) (15)		440,000	(15) (15)	440,000	(1) (15)	1,200,000
Rescue and Maintenance Civic Center	Admin - Building	Must Do	8E	-		117,000	(2)	250,000	(2)		367,000
Civic Center HVAC	Admin - Building	Must Do				13,000	(2)				26,000
Civic Center Sound System	Admin - Building	Must Do	6E	75,000		75,000	(2)				150,000
Storm Drainage	Public Safety/Police Dept	Must Do	8H	100,000	(15)	(50,000)	(15)				250,000
Snow plow	Public Services-Streets	Must Do	8C	9,000	(2)	9,000	(2)	9,000	(2)	9,000	36,000
New bathrooms at shelters	Recreation	Must Do	8J	700,000	(14) (12)						700,000
Main Street Corridor Study	Planning	Must Do	7A			80,000	(2)				160,000
Utility 3 Carting/317	Golf	Must Do	8E	25,000	(5)						50,000
Leaf Truck	Streets	Must Do	6H	280,000	(6)						560,000
Garage Motor, Tractor, Job Disposal-course off lease	Golf Maint	Must Do	8E	40,000	(2)						80,000
Parking Equipment	Recreation	Must Do	8C	35,000	(6)						70,000
Pump Replacement	Golf Maint	Must Do	8E	15,000	(2)	10,000	(2)	10,000	(2)	10,000	60,000
Service Truck	Recreation	Must Do	8E	60,000	(2)						120,000
Snow Plow	Recreation	Must Do	8E	9,000	(2)						18,000
Plowster	Recreation	Must Do	8E	18,000	(2)						36,000
Fine Dept Architect	Fine Dept	Must Do		50,000	(2)						100,000
Wrens Miller bathrooms	Recreation	Must Do	8J			450,000	(2)				900,000
Wrens Miller	Recreation	Must Do				350,000	(2)				700,000
Range Picker Basket	Golf Shop	Must Do				5,000	(2)				10,000
Renovation of Golf Course @ Hole 8	Golf Course	Must Do		40,000	(2)						80,000
Renovation of Student Complex	Recreation	Must Do				25,250	(2)				50,500
Renovation of Pro Shop	Golf Shop	Must Do				14,000	(2)				28,000
Upm at Golf Course Hole 17	Golf Maint	Must Do		300,000	(2)						600,000
Pro Shop Renovation and Main Building	Recreation	Must Do		80,000	(2)						160,000
Fine shelter parking lot	Recreation	Must Do	8J	7,500	(2)			30,000	(2)		60,000
HVAC system replacements	Building - Fire Department	Must Do	8E	30,000	(2)						60,000
Bunker Construction	Golf - Maint	Should Do	5C		(2)	300,000	(2)	300,000	(2)		600,000
Tractor	Golf - Maint	Should Do	6E		(2)	50,000					100,000
New Park Shelter - replacement of shelter #3	Recreation	Should Do	8J					100,000	(2)		200,000
Specialized power/energy parking lot	Recreation	Should Do	8J		(2)	200,000					400,000
Town Hall Parking	Building and Grounds	Should Do	8E			20,000	(2)				40,000
Town Hall - Roof	Building and Grounds	Should Do	8E			72,000	(2)				144,000
Library - Improvements	Building and Grounds	Should Do	8E			80,000	(2)				160,000
Respect	Golf Maint	Should Do	8C			700,000	(2)				1,400,000
Storm Shelter	Golf Maint	Should Do	8E			40,000	(2)				80,000
Storm Shelter #2	Golf Maint	Should Do	8E			12,000	(2)				24,000
Wrens Miller Phase II	Recreation	Could Do	8J	200,000	(11) (2)	500,000	(11) (2)	500,000	(11) (2)	500,000	2,500,000
Wrens Miller Phase III	Pro Shop	Could Do	8C			150,000	(2)				300,000
Shelter at Wrens Miller Park	Recreation	Could Do	8J			20,000	(2)				40,000
Scenic - E Park (Access to Charles F. Connor Senior Center)	Recreation	Could Do	7A			348,000					696,000
Scenic - Guilford Rd (Main St to Guilford College Rd)	Planning	Could Do	7A			1,652,000					3,304,000
Scenic - Guilford Rd (Main St to Guilford College Rd)	Planning	Could Do	7A			498,000					996,000
Scenic - E Park (Guilford Rd to Greenway)	Planning	Could Do	7A			1,200,000					2,400,000
Scenic - Olson Rd (W Main St to Olson River)	Planning	Could Do	7A			170,000					340,000
Crossing - Guilford Tech to C.J. Greenway	Planning	Could Do	7A			315,000					630,000
Deep River Paddle Trail (Greenway Trail Phase I & II)	Planning	Could Do	7A			31,000					62,000
Rather Renovation @ Golf Pro Shop	Golf Shop	Could Do	8J			358,000	(2)				716,000
Total Projects, General Fund (includes capital project funds)				1,800,000	1,229,100	1,689,000	177,000	510,000	1,243,000	1	13,811,880
FUNDING SOURCE - Operating Budget only											
(1) Forward Carriers of and Reserve Fund Balance				228,000		300,800				200,000	828,800
(2) Operating Budget / Fund Balance				644,500	2,905,950	899,000	548,000	510,000	5,138,000		11,866,450
(3) Federal RTP-EB Assets											
(4) NCDOT											
(5) NCDOT Transportation Funding											
(6) Infrastructure Financing				351,000							351,000
(7) Taxable Bond Proceeds Fund to Capital Project Fund					241,000						241,000
(8) CMAG Funding				549,000	1,124,000						1,673,000
(9) HP MPO											
(10) Guilford County Coronavirus State & Local Fiscal Recovery Funds				2,610,000							2,610,000
(11) PARFF Funding				315,205	750,000		280,000				1,345,205
(12) AP Funding				(500,000+500,000)							
(13) Motor Vehicle Fee	Park playground and bathrooms			100,000			380,000		240,000		720,000
(14) State Grant				200,000							200,000
(15) Metering Fee				700,000	190,000						890,000
(16) Golden Leaf Grant				153,800		307,800					461,600
(17) Support Unavailable											
Total for Budget Year				4,134,605	4,811,950	1,889,800	148,000	1,010,000	6,414,000	1	28,897,885

Town of Jamestown
Capital Improvement Program
Water/Sewer Fund

	Department	Dept. Priority	Priority	Strategic Plan Initiative	Outcome/Goal	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	Beyond 5 Years	Total
Jamestown's portion of Eastside improvements (7,692%):												
Odor Control Project	Public Services	City of HP	Must Do	8H	8H	23,000 (1)	23,000 (1)	23,000 (1)	23,000 (1)	23,000 (1)	138,000 (1)	253,000
Eastside UV System Upg & Primary Drain Pump Station	Public Services	City of HP	Must Do	8H	8H		1,112,000 (1)					1,112,000
Pre-Heat Burner	Public Services	City of HP	Must Do	8H	8H		40,000 (1)					40,000
Eastside WWTP Ash Decant Line Replace	Public Services	City of HP	Must Do	8H	8H							
ESWWTP Primary Catwalk	Public Services	City of HP	Must Do	8H	8H	24,000 (1)						24,000
Final Clarifier	Public Services	City of HP	Must Do	8H	8H	24,000 (1)						24,000
Eastside Rebuild of Final Clarifier #1&2	Public Services	City of HP	Must Do	8H	8H		49,600 (1)					49,600
Eastside Expansion (26 to 32 mgd)	Public Services	City of HP	Must Do	8H	8H					8,056,000 (2)		8,056,000
Eastside Rebuild of Final Clarifier #4	Public Services	City of HP	Must Do	8H	8H		24,800 (1)					24,800
Eastside Filter 1-4 Rebuild	Public Services	City of HP	Must Do	8H	8H	57,060 (1)						57,060
Eastside Barscreen 1&3	Public Services	City of HP	Must Do	8H	8H	43,000 (1)						
Riverdale Pump Station Phase 2 Rebuild	Public Services	City of HP	Must Do	8H	8H		3,776,920 (1)					3,776,920
Total - Eastside / Riverdale						171,060	5,026,320	23,000	23,000	23,000	8,194,000	13,417,380
Expansion of Rendeman Reservoir Treatment Plant	Public Services	PTRWA	Must Do	8H	8H	-	1,000,000 (2)	4,000,000 (2)	4,000,000 (2)	-	-	9,000,000
Other Sewer projects	Public Services		Must Do	8H	8H	100,000 (1)						100,000
Sewer Outfall line	Public Services		Must Do	8H	8H	500,000 (1)						500,000
Plan / Survey for water line replacements	Public Services		Must Do	8H	8H	50,000 (1)	40,000 (1)					90,000
Main Street Water Line	Public Services		Must Do	8H	8H	1,050,000 (1)						1,050,000
Other Water Line projects	Public Services		Must Do	8H	8H		450,000 (1)					450,000
Parby Road waterline	Public Services		Must Do	8H	8H	350,000 (1)						350,000
AMJ meter reading system	Public Services		Must Do	8H	8H	200,000 (1)						200,000
Power Bill Water and Sewer	Public Services		Must Do	8H	8H	100,000 (1)		140,000 (1)			140,000 (1)	380,000
Knollwood Dr. Water Line	Public Services		Must Do	8H	8H				500,000 (1)			500,000
Harvey Rd. Water Line	Public Services		Must Do	8H	8H				500,000 (1)			500,000
Cured in Place Bull Run	Public Services		Must Do	8H	8H			500,000 (1)				500,000
Cured in Place Forestdale North	Public Services		Must Do	8H	8H		500,000 (1)					500,000
Cured in Place Deep River Area	Public Services		Must Do	8H	8H	300,000 (1)			500,000 (1)			800,000
VacAt 2004	Public Services		Must Do	8E	8E	180,000 (1)						180,000
Jet Truck, replaces 2008	Public Services		Must Do	8E	8E		300,000 (1)					300,000
Ground Penetrating Radar	Public Services		Must Do	8E	8E	25,000 (1)						25,000
Clifton Park Generator - Sewer Pump Station	Public Services		Must Do	8E	8E	50,000 (1)						50,000
Grandover/Shop Generator	Public Services		Must Do	8E	8E					100,000 (1)		100,000
Mobile Generator 1982/2008	Public Services		Must Do	8E	8E				120,000 (1)			120,000
Tractor	Public Services		Must Do	8E	8E						50,000 (1)	50,000
Paving - Crosswalk Improvements (stamping, etc)	Public Services		Must Do	8H	8H	50,000						50,000
Vehicle Replacement	Public Services		Should Do	8E	8E	60,000 (1)		60,000 (1)	60,000 (1)	60,000 (1)	120,000 (1)	420,000
Dillon Rd./Mill Area water line	Public Services		Should Do	8H	8H		500,000 (1)					500,000
Backhoe	Public Services		Should Do	8E	8E						120,000	120,000
Mini-Excavator 2017	Public Services		Should Do	8E	8E					80,000 (1)		80,000
Tractor 2015+	Public Services		Should Do	8E	8E					60,000 (1)		60,000
Skid Steer	Public Services		Should Do	8E	8E					80,000 (1)		80,000
Mowers	Public Services		Should Do	8E	8E				15,000 (1)			15,000
Mendenhall Pump Station	Public Services		Should Do	8H	8H		50,000 (1)					50,000
Total Projects, Water/Sewer Fund						\$ 3,015,000	\$ 1,900,000	\$ 700,000	\$ 1,795,000	\$ 60,000	\$ 780,000	\$ 8,230,000
FUNDING SOURCE												
						FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	Beyond 5 Years	
(1) Operating / Net Position Appropriated						3,186,060	6,926,320	723,000	1,818,000	83,000	898,000	13,634,380
(2) Financing - through City of High Point or PTRWA							1,000,000	4,000,000	4,000,000		8,056,000	17,056,000
(3) Transfer-in from W/S Capital Reserve Fund												
(4) Installment financing												
Amount unfunded												
Total for Budget Year						\$ 3,186,060	\$ 7,926,320	\$ 4,723,000	\$ 6,618,000	\$ 83,000	\$ 8,954,000	\$ 20,690,380
OPERATING BUDGET EFFECTS												
HP - Jamestown's share of ownership in High Point Eastside WWTF / Riverdale Pump Station improvements												
NOTE: Jamestown is an 8% owner of Eastside WWTP; Jamestown share of Riverdale Pump Station costs is based on % of flows												

Town of Jamestown 2023-24 Fee Schedule Current

2024-2025
Proposed

% change

GENERAL:

Sanitation Fees	\$ 15	curbside per unit per month
White goods & mattress pick-up	\$ 20	
Yard Waste Cart (purchase; optional)	\$ 60	
Stormwater Fee	\$ 5	per month (residential)
Motor Vehicle Fee	\$ 30	annually
Return Check or ACH Fee	\$ 25	
Photocopies of individual pages:		
single-sided up to 8 1/2 X14	\$ 0.10	per sheet
double-sided up to 8 1/2 X14	\$ 0.15	per sheet
single-sided 11 X 17	\$ 0.20	per sheet
double-sided 11X 17	\$ 0.25	per sheet
computer disk	\$ 1.00	each
Streets:		
Street / Easement Closings	\$ 400	
Street Renaming / Renumbering	\$ 400	

PLANNING AND ZONING:

Permits		
Development Clearance Certificate	\$	75
DCC for accessory buildings < 144 sq. ft.	\$	25
Change of Occupancy / Special Event, Temp. Structure	\$	40
DCC for all other projects	\$	75
Floodplain Development Permit	\$	100 + cost of site plan, DCC, and/or
Permanent Sign	\$	100
Temporary Sign	\$	-
Tree Disturbance Permit	\$	50
Family Care Home Radius Inspection/Letter	\$	100
Zoning		
Zoning Verification Letter	\$	100 +\$50 if site visit required
Board of Adjustment Hearing	\$	400 per case
Amendment to Special Use /Conditional Use Permit	\$	400
Rezoning		
< 1 ac	\$	1,000
1 ac – 4.99 ac	\$	1,200
≥ 5 ac	\$	1,500
Plan and Subdivision Plat Review		
Watershed Plan Review Only	\$	900
Minor Site Plan Review	\$	250
Utility Plan Review	\$	250
Non-residential Site Plan Review	\$	1,400 + \$20 per 1,000 sf of GFA
Subdivision/Preliminary Plat (Plan) Review Fee:		
Typical (SFR)	\$	1,000 + \$40 per lot
Multifamily (Condo, TH, & Apt.)	\$	1,400 + \$30 per unit
Plan Revisions/Modifications to already approved plans	\$	250 per lot, sf. unit or space fee listed above
Resubmittal of Plan for TRC Review (Per review for 4th and any subsequent reviews)	\$	400
Final Plat Review (no charge if preliminary plat fee was received)	\$	200 + recording fees at ROD
Review of Covenants & Restrictions/Declarations of Subdivision or any other HOA documents	\$	110 + recording fees at ROD
"Exempt" Final Plats	\$	200
Annexations and Public Hearings:		
Voluntary Annexation Request	\$	400
Any Other Request for a Public Hearing	\$	400
Text Amendment Change Request	\$	500
Telecommunications Town Application Fees:		
New Tower or Support Structure	\$	5,000
Eligible Facility (Co-location or Non-Substantial Modification)	\$	2,500
Amendment or Waiver Request	\$	250 per item or issue
Telecommunications Expert Assistance Fees:		
New Tower or Support Structure or Substantial Modification	\$	7,500
Eligible Facility (Co-location or Non-Substantial Modification)	\$	1,000
Technical Review and Analysis	\$	2,500
Expedited Application Process	\$	2,500
Amendment or Waiver Request	\$	500 per item or issue
Final Inspection	\$	2,000 per inspection
Lease Negotiations	\$	7,500 (\$250/hr. beyond 30 hrs.)
Publication Fees:		
Development Ordinance (and other official manuals)	\$	40
GIS / Mapping Fees:		
Depends on size		
8.5" x 11" color map	\$	5
11" x 17"	\$	10
18" x 24"	\$	12
24" x 36"	\$	24
36" x 48"	\$	30
42" x 80"	\$	34
Maps which include aerial photographs	\$	10 additional per map
Special Projects and Custom Labor Rate	\$	50 hour (1/2 hour minimum)

Remove Change of Occupancy Fee

\$250 100% (New Fee)

\$400 100% (New Fee)

RECREATION:

Shelters - Jamestown Park			
Shelter #1:	\$	125	per day
Shelter #2:	\$	100	per day
Jamestown Park Fields			
Field Preparation Fee	\$	25	per hour (minimum 3 hours)
Youth Rates:			
<i>Baseball Field Rental Rates</i>			
Games / practice - Unlighted	\$	75	
<i>Soccer Field</i>			
Games / practice - Unlighted	\$	75	
<i>Concession Building - Baseball</i>			
Monthly rental	\$	100	
Adult / Group Rates:			
<i>Baseball Field Rental Rates</i>			
Games / practice - Unlighted	\$	100	
<i>Soccer Field</i>			
Games / practice - Unlighted	\$	100	
Rental of entire soccer complex for a day	\$	1,250	
Wrenn Miller entire park rental (max 8 hour)	\$	3,000	
Golf Course:			
<i>Play & Ride Weekdays (M-F):</i>			
Regular 18 Hole	\$	40	
Regular 9 Hole	\$	26	
Resident 18 Hole	\$	31	
Resident 9 Hole	\$	21	
Regular 18 Hole SR, JR, Ladies	\$	32	
Regular 9 Hole SR, JR, Ladies	\$	21	
Resident 18 Hole SR, JR, Ladies	\$	26	
Resident 9 Hole SR, JR, Ladies	\$	19	
Twilight (based on time of year)	\$	30	
<i>Play & Walk Weekdays (M-F):</i>			
Regular 18 Hole	\$	26	
Regular 9 Hole	\$	17	
Resident 18 Hole	\$	18	
Resident 9 Hole	\$	12	
Regular 18 Hole SR, JR, Ladies	\$	20	
Regular 9 Hole SR, JR, Ladies	\$	14	
Resident 18 Hole SR, JR, Ladies	\$	16	
Resident 9 Hole SR, JR, Ladies	\$	10	
<i>Play & Ride Weekends/Holidays:</i>			
Regular 18 Hole	\$	50	
Regular 9 Hole (after 2pm)	\$	29	
Resident 18 Hole	\$	35	
Resident 9 Hole (after 2pm)	\$	23	
Twilight (based on time of year)	\$	40	
<i>Play & Walk Weekends/Holidays:</i>			
Regular 18 Hole	\$	35	
Regular 9 Hole (after 2pm)	\$	20	
Resident 18 Hole	\$	22	
Resident 9 Hole (after 2pm)	\$	14	
Regular 18 Hole JR (after 2pm)	\$	21	
Regular 9 Hole JR (after 2pm)	\$	14	
Driving Range:			
Large bucket	\$	10	
Small bucket	\$	5	
Outing Rates:			
Half Day Rental weekend (Fri-Sun)	\$	5,200	
Full Day Rental Weekend	\$	6,500	
Weekday Rental (M-Th)			per player
Golf Shop Room Rental:			
Room rental Deposit (Required)	\$	150	
Mendenhall Room 8am-4pm	\$	75	per hour
Mendenhall, Lindsay, Charles Room evenings (4 hours)	\$	400	
Event Host (One per every 50 guests)	\$	50	per hour
Paid Security - if necessary (Guilford County Sheriff)	\$	50	per hour

Town of Jamestown Current Fee Schedule

WATER AND SEWER:

Water Rates (per unit):				
In-town	\$	3.40	\$	3.90 15%
Out-of-town	\$	6.80	\$	7.80 15%
Irrigation Rates (per unit):				
In-town	\$	5.10	\$	5.75 13%
Out-of-town	\$	10.20	\$	11.50 13%
Sewer Rates (per unit):				
In-town	\$	5.50	\$	6.30 15%
Out-of-town	\$	11.00	\$	12.60 15%
Other Fees				
Meter Deposit Fee	\$	150		
Utility Billing Late Fee	\$	10		
Connection Fee	\$	50		
Meter Box Access Charge	\$	50		
Meter Box & Cleanout Tampering Fee	\$	50	+ Cost of Damage	\$ 100.00 100%
Meter Size Testing Fee - 5/8"	\$	75		
Meter Size Testing Fee - 1" and larger			Actual cost plus 20%	
Non-Payment / Re-connection Fee	\$	50		
Non-Payment / Re-connection Fee (after hours)	\$	100		
Administration Fee for all Food Service Establishments for inspection, etc. related to Fat, Oil and Grease policy	\$	100	per year	
Tap Fees:				
Meter + MXU + Admin	\$ variable		cost of meter, MXU +\$100	
System Development Fees				
Meter size	Max Flow			
Water 3/4"	30	\$1,300		
Sewer 3/4"	30	\$1,700		
Water 1"	50	\$2,200		
Sewer 1"	50	\$2,800		
Water 1.5"	100	\$4,300		
Sewer 1.5"	100	\$5,700		
Water 2"	160	\$6,900		
Sewer 2"	160	\$9,100		
Water 3"	320	\$13,900		
Sewer 3"	320	\$18,100		
Water 4"	500	\$21,700		
Sewer 4"	500	\$28,300		
Water 6"	1000	\$43,300		
Sewer 6"	1000	\$56,700		
Water 8"	1600	\$69,300		
Sewer 8"	1600	\$90,700		
Water 10"	2300	\$99,700		
Sewer 10"	2300	\$130,300		
Water 12"	3100	\$134,300		
Sewer 12"	3100	\$175,700		
Hydrant Use:				
Hydrant Use Application Fee	\$	50		
Hydrant Meter Monthly Service Charge plus monthly water usage	\$	20		
Hydrant Meter Assembly with 5/8 or 3/4 " meter inch backflow preventer deposit	\$	250		
Hydrant Meter Assembly with 1 1/2 " meter inch backflow preventer Deposit	\$	600		

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Adoption of Resolution Setting Public Hearing Date for 1903, 1905 1915
Guilford College Rd

AGENDA ITEM #: VIII-C



CONSENT AGENDA ITEM



ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 5 min.

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Planning Director


SUMMARY:

Under GS 160A-31, the Town has received a petition for annexation of the properties located at 1903 & 1905 1915 Guilford College Rd. As a first step, the Town Council directed the Clerk to investigate the petition by adopting a resolution instructing her to do such. The Clerk and the Town Attorney have investigated the petition and have found it to be sufficient and a public hearing on the matter was scheduled. The staff recommend that the Council adopt the resolution setting a public hearing date for the consideration of the annexation of the parcels located at 1903 & 1905 1915 Guilford College Rd (Parcel # 159062 and #159061) for the June 25, 2024, regular meeting at 6pm in the Civic Center.

ATTACHMENTS: Annexation Petition, Metes and Bounds, and Resolution setting public hearing date

RECOMMENDATION/ACTION NEEDED: Motion to adopt resolution setting a public hearing date for June 25, 2024 TC Meeting at 6 pm

BUDGETARY IMPACT:

SUGGESTED MOTION: Council Member makes a motion to adopt the resolution setting a public hearing date for the consideration of the annexation of the parcels located at 1903 and 1905 1915 Guilford College Rd for the June 25, 2024, regular meeting at 6pm in the Civic Center. 

FOLLOW UP ACTION NEEDED: Clerk and staff will provide notice as required.



JAMESTOWN ANNEXATION PETITION

Date 2/9/24

TO THE TOWN COUNCIL OF THE TOWN OF JAMESTOWN:

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

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

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

Table with 3 columns: Print or Type Name and Address, Do you declare vested rights?**, Signature. Row 1: Jamestown Equestrian Center LLC, No, [Signature].

Important: Both spouse must sign, if applicable.

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

NOTARY STATEMENT: State of North Carolina, County of Guilford, to wit: [blank]. I, Elizabeth T. Greenon, a notary public in and for the state and county aforesaid, do hereby certify that William Graydale IV whose name(s) is (are) signed to the foregoing statement, personally appeared before me in my state and county and acknowledged the same. My commission expires February 20, 2027. Given under my hand this 9th Day of February, 2024. Notary Signature: Elizabeth T. Greenon, Printed Name of Notary: Elizabeth T. Greenon.

Staff Receipt: Date Received: 2/12/2024, Received By: [Signature]

Jamestown Equestrian Center, LLC – Annexation – Metes and Bounds

Beginning at an existing axle which monuments the NE corner of Plat Book 51 Page 17, said axle having NC State Plane Coordinates (NAD 83) of N 828692.37, E 1727908.32, running thence with the northern line of said plat N 81°44'57" W 1273.21' to a new iron pipe set in the eastern R/W of Guilford College Road, running thence with said R/W on a curve to the left having a radius of 3576.11' a chord bearing and distance of N 20°29'12" E 75.60' to an existing NCDOT R/W marker, thence continuing with the eastern R/W of Guilford College Road the following three calls: N 18°47'08" E 231.26' to an existing NCDOT R/W marker, N 18°04'33" E 419.92' to an existing NCDOT R/W marker, and N 58°34'08" E 48.36' to a new iron pipe set in the southern R/W of Chadwick Drive, running thence with the southern R/W of Chadwick Drive S 75°04'45" E 301.53' to an existing iron pipe and S 75°49'33" E 762.48' to an existing iron pipe in the western line of Tax Parcel 235862 (Mackay Road, LLC DB 8382 PG 154), running thence with their western line S 03°53'44" W 634.01' to the point and place of beginning, containing 18.704 acres +/- and being Guilford County Tax Parcels 159062 and 159061.



Settled 1752
JAMESTOWN
NORTH CAROLINA

**RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION PURSUANT
TO G.S. 160A-31**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

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

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made;

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

Section 1. A public hearing on the question of annexation of the area described herein will be held in the Civic Center at the Town Hall on June 25, 2024, at 6:00 pm.

Section 2. The area proposed for annexation is described as follows:

(See attached metes and bounds description and map)

Section 3. Notice of the public hearing shall be published in a newspaper having general circulation in the Town of Jamestown, at least (10) days prior to the date of the public hearing.

Adopted this the 21st day of May, 2024.

S. Lynn Montgomery, Mayor

ATTEST: _____

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

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Gianville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Public Hearing on Rezoning of 100 Near Lennox Dr

AGENDA ITEM #: VIII-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 30 min

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Planning Director

SUMMARY:

A petition for rezoning has been received and reviewed by the Planning Board. The Council set a public hearing date for the consideration of the rezoning of the parcel located at 100 Near Lennox Dr for the May 21, 2024, regular meeting at 6pm in the Civic Center.

Attached you will find a copy of the rezoning application and a staff report. At the April 8, 2024 Planning Board meeting, the Planning Board voted unanimously to recommend in favor of rezoning the property as presented by the applicant and adopted a statement of consistency statement that can be found in the staff report.

ATTACHMENTS: Rezoning Application, Staff Report

RECOMMENDATION/ACTION NEEDED: Approve/Deny the rezoning from RMST to CZ-RMST as presented.

BUDGETARY IMPACT:

SUGGESTED MOTION: Move to rezone the parcels located at 6014 & 6016 W. Gate City Blvd. from RMST to CZ-RMST with the conditions restricting the uses of the property as presented. (Council will also adopt a consistency statement)

FOLLOW UP ACTION NEEDED: Staff will update zoning map



The following items must be submitted with this form before the application may be processed.
Please bring the following items with you when submitting your application form:

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

Additional Notes:

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

Applicant Information

Applicant Name: Burkely Communities (Sterling Kelly)

1515 W. Cornwallis Dr. Suite 204 Greensboro, NC 27408

Street Address or P.O. Box City/State/Zip Code
336-272-8151 rsk@burkelycommunities.com

Home/Work Phone Number Mobile Number Email

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

Owner Information

Owner Name: BRC Jamestown LLC

5828 Samet Drive, Suite 105 High Point, NC 27285

Street Address or P.O. Box City/State/Zip Code
338-889-1546 n/a

Home/Work Phone Number Mobile Number Email

Applicant and Owner Certification and Signature

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

Applicant Signature: _____ Date: _____

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

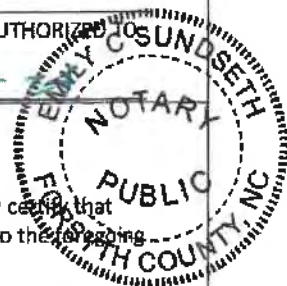
Owner Signature: Christopher T. Dunbar Date: 2-12-

NOTARY STATEMENT:

State of North Carolina County of Guilford to wit: (SEAL)

I, Emily C. Sundseth a notary public in and for the state and county aforesaid, do hereby certify that Christopher T. Dunbar whose name(s) is (are) signed to the foregoing statement, personally appeared before me in my state and county and acknowledged the same.

My commission expires July 13, 2026
Given under my hand this 12th Day of February, 20 26
Notary Signature Emily C. Sundseth Printed Name of Notary: Emily C. Sundseth





**The following items must be submitted with this form before the application may be processed.
Please bring the following items with you when submitting your application form:**

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

Additional Notes:

- Following approval of the rezoning application, your project may require additional permits. Please contact the Planning Department to discuss permits that may be required for the construction of your project at (336) 454-1136.
- *BY SIGNING THIS FORM, YOU ARE GRANTING PERMISSION FOR MEMBERS OF THE STAFF OR ANY APPOINTED OR ELECTED BOARD THE RIGHT TO ACCESS YOUR PROPERTY, INCLUDING BUT NOT LIMITED TO THE USE OF UNMANNED AERIAL SYSTEMS TO OVERFLY YOUR PROPERTY.*
- You (or a designated representative) are strongly encouraged to attend all public hearings for your project. Failure to appear may result in the delay of the application.

Applicant Information

Applicant Name: Burkely Communities (Sterling Kelly)

1515 W. Cornwallis Dr. Suite 204 Greensboro, NC 27408

Street Address or P.O. Box City/State/Zip Code
336-272-8151 rsk@burkelycommunities.com

Home/Work Phone Number Mobile Number Email

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

Owner Information

Owner Name: BRC Jamestown LLC

5826 Samel Drive, Suite 105 High Point, NC 27265

Street Address or P.O. Box City/State/Zip Code
336-899-1546 n/a

Home/Work Phone Number Mobile Number Email

Applicant and Owner Certification and Signature

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

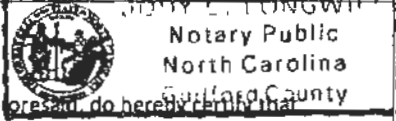
Applicant Signature: [Signature] Date: 02/09/24

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

Owner Signature: _____ Date: _____

NOTARY STATEMENT:

State of North Carolina, County of Guilford to wit: (SEAL)



I, Jody C. Longwill a notary public in and for the state and county aforesaid, do hereby certify that

R. Sterling Kelly, III whose name(s) is (are) signed to the foregoing statement, personally appeared before me in my state and county and acknowledged the same.

My commission expires 04-16-2026

Given under my hand this 9th Day of February, 2024

Notary Signature [Signature] Printed Name of Notary: Jody C. Longwill

Permit Information				
Owner Requests Rezoning of the Following Parcel(s):				
Parcel #1:	160267	Parcel Size:	4.56; portion requested for rezoning is 1.7 acres	100 Near Lennox Drive
	Tax Map ID		Acres/Square Ft	Street Address
Current Parcel Zoning:	RMST			Request to Rezone to: CZ- RMST
Current Parcel Use:	Agricultural	Commercial	Industrial	XResidential Vacant/Unused
Owner Requests Rezoning of the Following Parcel(s):				
Parcel #2:		Parcel Size:		
	Tax Map ID		Acres/Square Ft	Street Address
Current Parcel Zoning:				Request to Rezone to:
Current Parcel Use:	Agricultural	Commercial	Industrial	Residential Vacant/Unused
Owner Requests Rezoning of the Following Parcel(s):				
Parcel #3:		Parcel Size:		
	Tax Map ID		Acres/Square Ft	Street Address
Current Parcel Zoning:				Request to Rezone to:
Current Parcel Use:	Agricultural	Commercial	Industrial	Residential Vacant/Unused

If you are requesting a Zoning Text Amendment, please provide proposed new language or uses below. Add additional sheets if necessary.

Adjoining Property Owner(s)		Tax Map Numbers
Please list ALL property owner(s) and street address(es) of parcel(s) immediately adjoining AND directly across street(s), road(s), and highway(s) from parcel(s) requested for rezoning.		
Ragsdale Brothers LLC	301 W. Main Street	160265
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
BRC Jamestown LLC	305 W. Main Street	160261
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Otto Stores LLC	401 W. Main Street	160260
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
J & S Land Holding LLC	405 W. Main Street	160258
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Thorner Jamestown LLC	407 W. Main Street	160270
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Michael & Helen Walker	107 Wade Street	160294
Richard R. Glover	111 117 / 119 / 126 Wade Street	160268 / 160267 / 160264
Roda Properties LLC	121 Wade Street	160285

Project Questionnaire

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

Why are you requesting this rezoning?

The applicant is purchasing the project from the current owner in order to provide completion to this residential project. The applicant would like to simply restore the allowable units per acre to what was allowable when the current owner originally contemplated the Lennox Square community. Since the construction of Phase 1 of Lennox Square, the Town's zoning ordinance changed and resulted in a slight decrease to allowable units here. The applicant is seeking this rezoning to restore the consistency between Phase 1 and Phase 2.

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

The requested rezoning area is Phase 2 of the existing Lennox Square community. Currently, Phase 2 consists of two building pads with no vertical construction. The applicant plans to build two multifamily buildings, one on each building pad.

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

Not applicable. This is a proposal for residential housing.

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

Immediately proximate to the subject area, is the existing portion of Lennox Square, which is also a residential use, specifically condominiums.

Along W. Main Street, the adjoining properties are commercial. Along Wade Street the adjoining property is warehouses. Given the existing residential uses and the mix of more intense non-residential uses in the area, the addition of this small amount of new residences here will not have a significant impact on noise or light. The traffic increase here is quite de minimus as compared to the residential density already entitled at this location, and the environmental impact is also the same since the applicant is using the same building pad.

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

This is a small increase in density applied to a very small acreage of 1.7, therefore the impact to public facilities and infrastructure would be negligible. This is a location already set up with the proper infrastructure to handle multifamily form residential so it is well suited for this request.

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

No, not to applicant's current knowledge and understanding.

For Town Use Only

Date Application Received: 2/12/2024 *Ch C H*

Town of Jamestown, North Carolina
301 E. Main St.
Jamestown, NC 27282
(336) 454-1138

PROPOSED ZONING CONDITIONS

Lennox Square Phase 2

1. Maximum number of units shall be limited to 24.
2. All units shall be 1 Bedroom units.
3. Building height shall be limited to 3 stories, exclusive of architectural roofline features.
4. Maximum number of building shall be limited to 2.
5. Both new buildings shall be placed on existing Phase 2 building pad locations.
6. Phase 2 shall maintain its own separate dumpster and recycling areas.

Proposed "New" line - 8/30/73



AREA TABLE

AREA PHASE ONE: 3,024.74 AC. (7.28 AC. REFR.)
 1,500.00 AC. (3.75 AC. REFR.)
 4,526 AC. (11.03 AC. REFR.)

AREA PHASE TWO: 1,500.00 AC. (3.75 AC. REFR.)

TOTAL AREA: 4,526 AC. (11.03 AC. REFR.)

CURVE TABLE

CURVE	LENGTH	ADDRESS	CHD. ENDS	CHORD
C-1	150.00	N107°03'37"	86.37	149.87
C-2	202.00	N85°18'31"	90.28	198.00
C-3	45.00	N87°00'00"	21.00	45.00
C-4	45.00	N87°00'00"	21.00	45.00
C-5	35.00	N88°00'00"	17.50	35.00
C-6	28.00	N88°00'00"	14.00	28.00

LINE TABLE

LINE	LENGTH	BEARING
L-1	150.00	N107°03'37"
L-2	175.00	N50°41'00"
L-3	44.00	N87°00'00"
L-4	31.00	N19°48'47"
L-5	42.00	S64°30'47"
L-6	60.00	N74°44'32"
L-7	60.00	S60°19'02"
L-8	104.00	S59°48'15"
L-9	104.00	N50°41'00"
L-10	87.00	N85°18'31"
L-11	35.00	N75°48'47"
L-12	74.00	N8°44'05"
L-13	30.00	S60°19'02"
L-14	60.00	S64°30'47"
L-15	60.00	N74°44'32"
L-16	28.00	N88°00'00"
L-17	12.00	S64°30'47"
L-18	38.00	N88°00'00"
L-19	41.00	N47°38'10"

LEGEND

--- PROPERTY BOUNDARY

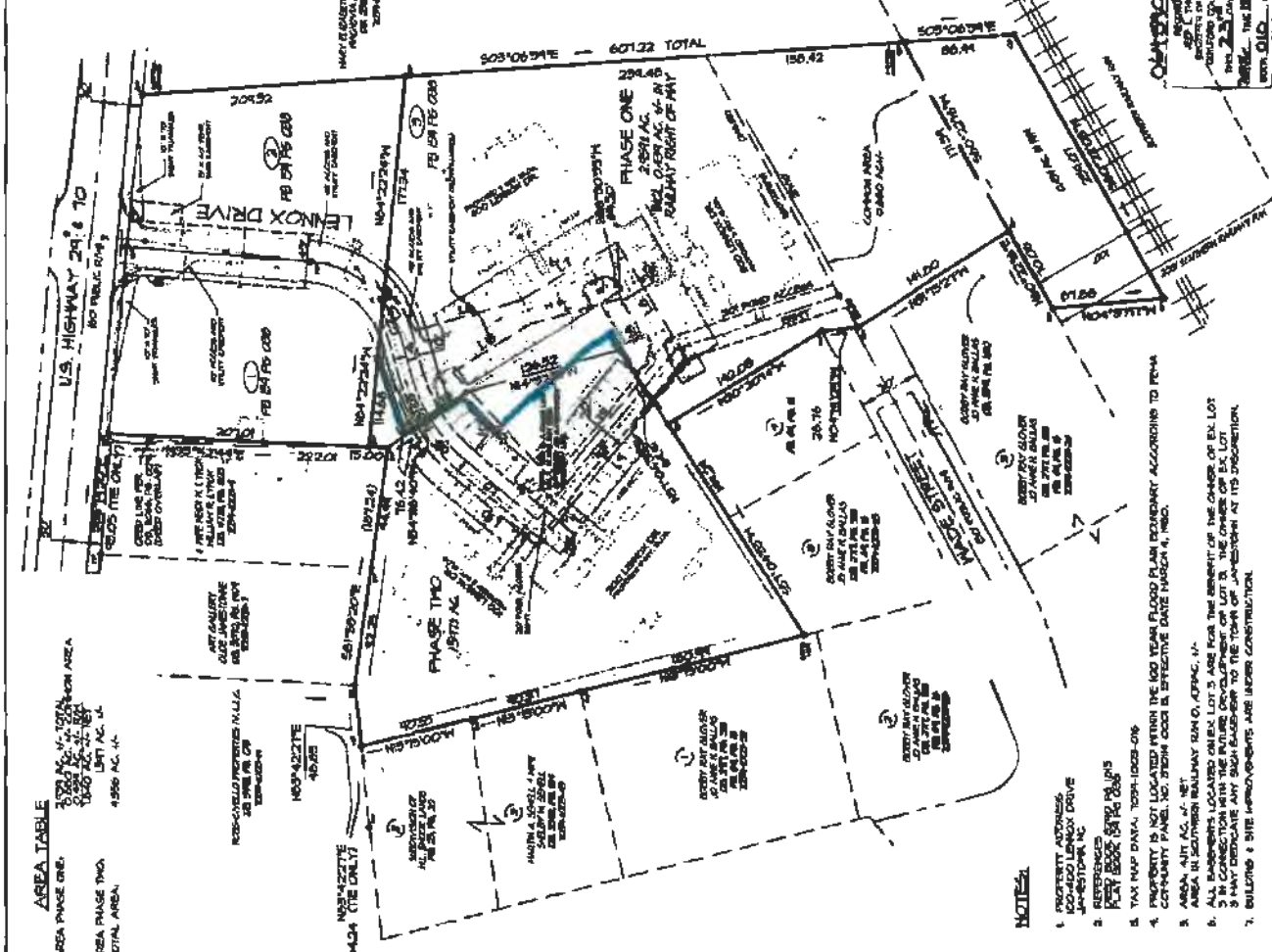
--- EXISTING ROAD

--- NEW ROAD

--- CONCEPT ROAD

FINAL PHASING PLAN OF
 LENNOX SQUARE CONDOMINIUM
 JAMESTOWN TOWNSHIP - SULLY COUNTY
 JAMESTOWN, NORTH CAROLINA

PROPERTY OF
 PNC JAMESTOWN, LLC
 CPT ENGINEERING AND SURVEYING, INC.
 10000 WOODBRIDGE DRIVE
 JAMESTOWN, NC 27450
 PHONE: 704-735-1111
 FAX: 704-735-1112
 WWW: WWW.CPTENGINEERING.COM



APPROVAL FOR SUBMISSION

APPROVED FOR SUBMISSION BY: [Signature]

DATE: 4/20/04

SCALE: 1" = 40'-00"

OWNER AND DESIGNER

PNC JAMESTOWN, LLC

CPT ENGINEERING AND SURVEYING, INC.

10000 WOODBRIDGE DRIVE
 JAMESTOWN, NC 27450
 PHONE: 704-735-1111
 FAX: 704-735-1112
 WWW: WWW.CPTENGINEERING.COM

NOTES

1. PROPERTY ADDRESS: 10000 WOODBRIDGE DRIVE, JAMESTOWN, NC
2. REFERENCES: PNC JAMESTOWN, LLC; CPT ENGINEERING AND SURVEYING, INC.
3. TAX MAP DATA: 2003-1000-06
4. PROPERTY IS NOT LOCATED WITHIN THE 100 YEAR FLOOD PLAIN BOUNDARY ACCORDING TO FEMA CONCEPT PLAN. NO OTHER DATA IS REFERRED TO IN THIS PLAN.
5. AREA IS SUBJECT TO WETLANDS, SWAMP, AND OTHER REGULATIONS.
6. ALL BUILDINGS WILL BE CONSTRUCTED ON LOTS 5 AND 6 FOR THE BENEFIT OF THE OWNER OF SAID LOTS.
7. 3 IN CONNECTION WITH THE FUTURE DEVELOPMENT OF LOTS 5 AND 6, THE OWNER OF SAID LOTS MAY DEDICATE ANY SUCH EASEMENTS TO THE TOWN OF JAMESTOWN AT ITS DISCRETION.
8. BUILDINGS & SITE IMPROVEMENTS ARE UNDER CONSTRUCTION.

THE NEW VARIETY OF "CONCRETE" AS A PART OF THE SUBMITTAL OF THIS PLAN, THE DESIGNER HAS REVIEWED THE FACTS OF THE SURVEY AND THE RESULTS OF THE ANALYSIS AND HAS CONCLUDED THAT THE PLAN IS ACCURATE AND COMPLETE AND THAT THE DESIGNER HAS MADE NO INVESTIGATION OR RESEARCH INTO THE TITLE RECORDS OR ANY OTHER RECORDS THAT MAY AFFECT THE SURVEY OR THE PLAN. THE DESIGNER HAS MADE NO INVESTIGATION OR RESEARCH INTO THE TITLE RECORDS OR ANY OTHER RECORDS THAT MAY AFFECT THE SURVEY OR THE PLAN. THE DESIGNER HAS MADE NO INVESTIGATION OR RESEARCH INTO THE TITLE RECORDS OR ANY OTHER RECORDS THAT MAY AFFECT THE SURVEY OR THE PLAN.

STATE OF NORTH CAROLINA

COUNTY OF SULLY

I, [Signature], being of legal age and of sound mind, do hereby certify that I am the owner of the above described property and that I have executed this plan and the same is true and correct.

ALL BUILDINGS AND SURFACE AND SUBSURFACE IMPROVEMENTS ON AND UNDER THE ABOVE DESCRIBED PROPERTY SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE PLAN AND THE SPECIFICATIONS THEREON.

10000 WOODBRIDGE DRIVE, JAMESTOWN, NC 27450

DATE: 4/20/04



Planning Board Hearing Date: March 11, 2024
 Town Council Hearing Date: May 21, 2024

GENERAL INFORMATION

Applicant: Burkely Communities, Sterling Kelly

Request: Request for rezoning of the following parcels:

- 100 Near Lennox Drive, (Parcel #160267) 1.7 +/- acre portion of 4.56 +/- acre parcel, from RMST to CZ-RMST

Conditions: See attached application.

Location: 100 Near Lennox Drive, 1.7 +/- acre portion containing the existing building pads. See application for proposed subdivision line.

Parcel ID#: Parcel #160267

Public Notice: Notice of Pubic Hearing mailed 02/23/2024

Tract Size: Total acreage of parcel is 4.56 +/- acres. The rezoning request is for a 1.7 +/- portion.

Topography: Primarily Flat

Vegetation: Cleared parcel, with existing building pads and parking. Evergreen trees provide buffer on west of parcel

TRC Review: TRC reviewed the proposed rezoning on 2/20/2024. A detailed construction plan review will be required prior to the issuance of any construction permits.

SITE DATA

Existing Use: Two (2) Existing Condo Buildings, 12 units each. Two (2) empty building pads.

Adjacent Uses:

Direction	Adj. Zoning	Adjacent Land Uses
North	CMST	Commercial Main Street Transitional
South	IND, SFR	Industrial, Single Family Residential (Vacant)
East	MS	Main Street (Vacant)
West	CMST, IND	Commercial Main Street Transitional, Industrial

Zoning History:

Case #	Date	Summary
	11/16/2004	R-9, Special Use
	7/21/2009	Zoning Changed to RMST as a result of the adoption of the new LDO

REQUESTED ZONING – Conditional Zoning – Residential Main Street Transitional

LDO 8.3(E) – The Residential/Main Street Transitional District (R/MST) provides for primarily infill residential development in the existing residential area(s) surrounding the Main Street Periphery District and its logical extensions. The intent of this district is to allow for a gradual transformation of existing low-density single-family development to

high quality medium-density residential development, as a higher density residential development is needed to support the growing town center. Higher density residential development allows a greater number of households to walk or bike to the town center, thus reducing the parking demand in the downtown and providing environmental and health benefits. Allowed building/lot types in this district are the detached house, attached house, and civic building. Streets in the Residential/Main Street Transitional District should be interconnected, with streets and sidewalks providing a connection from Jamestown's downtown to the Single-Family Residential Districts. A range of housing types is encouraged.

Conditions:

1. Maximum number of units shall be limited to 24.
2. All units shall be 1 Bedroom units.
3. Building height shall be limited to 3 stories, exclusive of architectural roofline features.
4. Maximum number of building shall be limited to 2.
5. Both new buildings shall be placed on existing Phase 2 building pad locations.
6. Phase 2 shall maintain its own separate dumpster and recycling areas.

SPECIAL INFORMATION

Overlay Districts:	N/A
Environmental:	
Watershed:	Oakdale Reservoir General Watershed
Floodplains:	There are no floodplains on these parcels per FEMA map
Streams:	N/A
Other:	N/A

Utilities: Public Water and Sanitary Sewer are available near this site.

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

Tree Conservation Areas (TCA): Per LDO and to be reviewed by TRC. LDO requires one percent (1%) of lot area be preserved in a TCA. This amounts to 740.52 +/- sf.

Open Space: Per LDO and to be reviewed by TRC. LDO Table 21.1: Other residential: 500 square feet of open space per unit or 10% of lot area, whichever is greater. This amounts to +/- 7,4052 sf

Transportation:

Street Classification:	Lennox Square Dr. (Private Road)
Site Access:	W Main St. (NCDOT, Other Principal Arterial)
Traffic Counts:	Traffic Counts for Lennox Dr are not available. NCDOT Traffic Counts on W Main St between Scientific St and Dillon Rd is 12,000 AADT
Sidewalks:	Sidewalks currently exist on one side of Lennox Dr. and on both sides of W Main St.
Transit:	Hi tran Route 25 serves this area on W Main Street.
Street Connectivity:	Lennox Drive connects to W Main St
Other:	N/A

IMPACT ANALYSIS

Land Use Compatibility and Envision Jamestown Comprehensive Plan

The future land use map identifies these parcels future land use as "West Main".

The Envision Jamestown Comprehensive Plan defines "West Main" as:

"The West Main future land use classification is applied to the majority of the land along West Main

Street from the Town Center to the Town’s western border with High Point (from Ragsdale Road to Penny Road). This land use classification is intended to accommodate a wide variety of low to moderate intensity uses, including offices, civic uses, attached residential development, and small format retail stores along this traditionally mixed-use corridor. With the majority of the parcels in this area also located in the Jamestown National Register Historic District, new development will be sensitive to the rich historic context of the area and utilize development styles that blend well with the unique character of the West Main corridor.”

Envision Jamestown Comprehensive Guiding Principles Applying To This Proposal

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

- Ensure that infill development is compatible with its surroundings, from both a use and aesthetic perspective

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

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

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

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

CONFORMITY WITH OTHER PLANS

Town Plans: N/A

Other Plans: N/A

STAFF COMMENTARY:

This parcel is located on Lennox Drive adjacent to the existing Lennox Condominiums. The applicant wishes to rezone the parcel from RMST to CZ-RMST. The primary reason for rezoning is to allow for an increase in units. The ordinance allows for eight units per acre. This limits development of the two existing pads to 13.6 units.

The Technical Review committee met on February 20, 2024. Water and sewer are available. The applicant and homeowner association have come to an agreement for shared use of the stormwater pond and access easements. Parking is appropriately sized, no additional parking would be needed.

TRC believe the request to rezone the properties from RMST to CZ-RMST is appropriate and consistent with the Envision Jamestown Comprehensive Plan. Therefore, staff recommends that the Planning Board and Council follow the “Motion Finding Proposed Amendment Consistent with Comp Plan” procedure outlined below. This will require two motions - one to consider the proposed zoning amendment and one to adopt the consistency statement.

PLANNING BOARD OPINION

The Planning Board met on March 11, 2024 and April 8, 2024 for a public hearing on case 2024-02, 100 Near Lennox Dr (Parcel #160267). The Planning Board made a motion that the proposed zoning amendment be approved. The Planning Board voted unanimously to support the zoning amendment and the following consistency statement.

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

1. The proposed zoning amendment is consistent with the adopted comprehensive plan of the Town of Jamestown. The Planning Board further finds that the proposed zoning amendment is consistent with the comprehensive plan because: the site was originally planned and sized for two twelve unit buildings.

AND

2. The proposed zoning amendment is reasonable. The Planning Board considers the proposed zoning amendment to be reasonable because:

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

B. The Planning Board further finds that the proposed zoning amendment is reasonable because: the zoning is consistent with the current zoning and usage of the full parcel.

AND

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

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

B. The Planning Board further finds that the proposed zoning amendment is in the public interest because: the proposed zoning will provide housing options that meet the needs for different stages of life and family situations."

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

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Library Contract Amendment

AGENDA ITEM #: IX.A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: 05/21/24

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

Based off recommendations from Council, we would like to reallocate Recreation Services funds in the amount of \$5,000 to the Library Contract for fiscal year 23-24. These funds became available after one of the non-profits lost their non-profit designation.

ATTACHMENTS: Contract Amendment

RECOMMENDATION/ACTION NEEDED: Staff recommends that the Council approve the Contract Amendment.

BUDGETARY IMPACT: None

SUGGESTED MOTION: Council makes a motion to approve the Contract Amendment.

FOLLOW UP ACTION NEEDED: Staff will execute the Contract Amendment.

STATE OF NORTH CAROLINA

AMENDED CONTRACT FOR SERVICES

COUNTY OF GUILFORD

Jamestown Public Library

THIS CONTRACT, amended as of the ___21___ day of May 2024, by and between the Town of Jamestown, (hereinafter referred to as the TOWN), and the Old Jamestown School Association Inc., dba Jamestown Public Library, a North Carolina Non-Profit Corporation (hereinafter referred to as the LIBRARY).

WITNESSETH:

WHEREAS, the TOWN has agreed to pay the LIBRARY up to a certain amount of money, hereinafter stated, out of the TOWN'S General Fund Budget, and that in exchange for said funding the LIBRARY has agreed to perform certain services for the TOWN of a public nature; therefore, it is mutually agreed and understood between the parties as follows:

1. **TERM OF CONTRACT:** This contract shall commence July 1, 2023 and shall end on June 30, 2024. If the LIBRARY shall at any time breach any part of this Agreement, this Agreement shall immediately terminate upon the LIBRARY's receipt of written notice of the same, signed by the Town Manager or his/her designee.
2. **SERVICES TO BE PERFORMED:** The LIBRARY, in and for the consideration of the funding provided to it by the TOWN as set forth in Sections 4 and 5 below agrees to provide free access to public library services to residents of the Town. "Public library services" shall include, but not be limited to, adult and children's literacy programs, cultural programs, and the ability to borrow items from the LIBRARY's collection of books, magazines and other literacy materials in both paper and electronic formats. The LIBRARY agrees to immediately notify the Town Manager in writing of any significant change in the type or level of services to be offered.
3. **STATUTORY FUNDING AUTHORIZATION:** Funding in support of the amended activities described in Article 23 of the North Carolina General Statute §153A-264.
4. **ANNUAL APPROPRIATION:** For the FY 2023-2024 Fiscal Year, the appropriation available is \$64,000. These funds will be amended to add an additional \$5,000 bringing the total allocation to \$69,000. The remaining \$5,000 will be paid out in a lump sum.
5. **PAYMENT:** The TOWN will pay the annual appropriation to the LIBRARY as follows: \$16,000 per quarter beginning and continuing on July 1, 2023, October 1, 2023, January 1, 2024, April 1, 2024, and \$5,000 on June 1, 2024. Said payments shall be mailed to the LIBRARY at: P.O. Box 1345, Jamestown, North Carolina 27282.
6. **USE OF FUNDS:** Funding provided under this amended agreement to the LIBRARY shall be used exclusively to provide public library services outlined in Section 2. No funds provided by the TOWN shall be used for fund raising, political purposes, or any other purpose other than providing public library services as authorized under North Carolina General Statute § 160A-209(c)20 and § 153A-264 and outlined specifically in Section 2.

7. **ANNUAL ACTIVITY REPORT:** The LIBRARY shall provide to the TOWN an annual report of the accomplishments and services provided under this Contract. The report shall be submitted, together with any future funding request, to the TOWN by March 1 of 2024, and shall contain information for the previous fiscal year.

8. **FINANCIAL REPORTING:**
 - A. Funds paid under the terms of this Contract shall be reported as municipal support and clearly identifiable in the LIBRARY financial statements.

 - B. The LIBRARY agrees that it will provide the TOWN with an annual financial report derived from the LIBRARY accounting system for the year-end period. The LIBRARY shall also provide a copy of its IRS Form 990 for each year. The report and IRS Form 990 are due to the TOWN one hundred and twenty (120) days after the LIBRARY's year-end.

9. **PUBLIC INFORMATION:** The report and IRS Form 990 referenced in Section 8B shall also be made available to the general public upon request.

10. **INDEPENDENT CONTRACTOR:** The LIBRARY is a non-profit corporation established under the laws of the State of North Carolina, and is an independent contractor. The LIBRARY is not an agent, officer, or employee of the TOWN and shall have no authority to act as an agent of the TOWN, nor enter into any Agreement for, or on behalf of, the TOWN. The LIBRARY shall at all times maintain its status as a non-profit corporation organized to do business in the State of North Carolina. In addition, employees of the LIBRARY shall not, in any way, be considered employees of the TOWN.

11. **ASSIGNMENT:** The LIBRARY shall not assign its rights under this Contract or any part thereof, nor delegate or subcontract any performances hereunder, nor subcontract without first obtaining the TOWN'S written approval thereof.

12. **MODIFICATION:** This Contract may be modified only by a written instrument duly executed by the parties or their respective successors.

13. **NOTICES:** Any notices to be given by either party to the other under the terms of this Agreement shall be in writing and shall be deemed to have been sufficiently given if delivered by hand, with written acknowledgment of receipt, or mailed by first class and/or registered or certified mail to the other party at the following addresses or to such other addresses as either party hereafter from time to time designates in writing to the other party for the receipt of notice:

LIBRARY:
 Chair-Board of Trustees
 Jamestown Public Library
 PO Box 1345
 Jamestown NC 27282

TOWN:
 Town Manager
 Town of Jamestown
 301 E. Main St.
 Jamestown NC 27282

Such notice, if mailed, shall be deemed to have been received by the other party on the date contained in the receipt (if sent via first class mail) on the date which is five (5) business days after said notice was deposited with the United States Postal Service.

14. INSURANCE AND LIABILITY: The LIBRARY will maintain worker's compensation and employer's liability insurance for employees as required by current North Carolina and Federal law. Current valid insurance policies meeting the requirements herein identified shall be maintained to be considered an "eligible contractor" of the TOWN. The LIBRARY will maintain insurance policies at all times in the amounts and terms set forth as follows:

- A. Worker's Compensation Insurance shall be maintained covering all employees in an amount necessary to comply with the laws of the State of North Carolina and all federal laws, and to qualify for the Commercial General Liability policy described below.
- B. The LIBRARY agrees to keep its personal property, artifacts, buildings and structures held in trust by it, including all alterations, additions and improvements, insured against loss or damage by fire or other casualty and all perils insured under a separate "all risks" policy in an amount equal to the full insurable replacement cost value of the property.
- C. The LIBRARY agrees to maintain in force throughout the term of this Contract commercial general liability insurance coverage (occurrence coverage) with broad form contractual liability coverage with minimum combined limits of liability of not less than \$1,000,000.00 per occurrence and aggregate limits of not less than \$2,000,000.00. Such policy shall insure the LIBRARY's performance of the indemnity provisions of this Contract, but the amount of such insurance shall not limit the LIBRARY's liability nor relieve the LIBRARY of any obligation hereunder.
- D. All policies in B and C above shall name the TOWN as an additional insured, and must provide that the TOWN be given thirty (30) days advance written notice of a cancellation, failure to renew, or material change. The LIBRARY shall provide evidence of all insurance required by this Contract.

15. INDEMNIFICATION: The LIBRARY will, to the fullest extent permitted by law, indemnify, defend, and hold harmless, the TOWN from and against: any and all claims, liabilities, losses, damages, costs, or expenses. This includes, without limitation, reasonable attorney's fees, awards, fines, or judgments arising out of, or relating to, any or all of the following:

3

A. Damages to persons, personal property, or the TOWN caused by an act or omission of the LIBRARY; and

B. All claims, suits, losses, injuries, death, and property liability, including, without limitation, expenses in connection with any such claim or suit, including reasonable attorney's fees, occurring in the performance of the proposed services; and

C. All claims and liabilities resulting from the LIBRARY's violation of federal, state, or local statute, regulation, or ordinance; and

D. In the event that any goods, services, or processes sold and delivered or sold and performed is defective in any respect whatsoever, the SOCIETY will indemnify and hold harmless the TOWN from all loss or the payment of all sums of money by reason of all accidents, injuries, or damages to persons or property that happen or occur in connection with the use or sale of such goods, services, or processes.

16. **STRICT COMPLIANCE:** The TOWN may at any time insist upon strict compliance with these terms and conditions despite any previous course of dealing or course of performance between the parties that may have been contrary to the terms of this Contract.
17. **SEVERABILITY:** In the event that any provision herein is deemed invalid or unenforceable, the other provisions will remain in full force and effect, and binding on both parties.
18. **SURVIVAL:** All obligations arising prior to the termination of this Contract and all provisions of this Contract allocating responsibility or liability between the TOWN and the LIBRARY will survive the completion of the services and the termination of the Contract.
19. **GOVERNING LAW:** The validity of this Contract and any of its terms or provisions, as well as the rights and duties of the parties to this Contract is governed by the laws of the State of North Carolina. The parties agree and submit, solely for matters concerning this Contract to the exclusive jurisdiction of the General Courts of Justice of North Carolina. In addition, the parties agree that the exclusive venue for any legal proceeding will be Guilford County, North Carolina.
20. **ENTIRE AGREEMENT:** This Contract represents the entire understanding and agreement between the parties with respect to contracting for those services as outlined in Section 2. This Contract supersedes all prior agreements, whether written or oral, that may exist between the parties with respect to contracting for those services as outlined in Section 2. In addition, no subsequent amendment or modification to this Contract or waiver of any provisions will be effective unless in writing and signed by both parties.
21. **CHANGES IN BYLAWS AND INSURANCE POLICIES:** In the event of any change in the LIBRARY's bylaws, or insurance policies, the LIBRARY agrees that it shall immediately notify the Town Manager. The LIBRARY shall have this CONTRACT approved by its Board of Trustees with a copy of the minutes approving this CONTRACT being submitted to the TOWN at the time of execution.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the _____ day of _____, 2024 by their respective duly authorized representatives.

ATTEST

By: _____
Katie Weiner
Town Clerk

By: _____
Lynn Montgomery
Mayor

ATTEST

By: _____
Historic Jamestown LIBRARY

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

By: _____
Faith Wilson
Finance Director

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Historic Jamestown Society Contract Amendment

AGENDA ITEM #: IX.B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: 05/21/24

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

Based off recommendations from Council, we would like to reallocate Recreation Services funds in the amount of \$5,000 to the Historic Jamestown Society Contract for fiscal year 23-24. These funds became available after one of the non-profits lost their non-profit designation.

ATTACHMENTS: Contract Amendment

RECOMMENDATION/ACTION NEEDED: Staff recommends that the Council approve the Contract Amendment.

BUDGETARY IMPACT: None

SUGGESTED MOTION: Council makes a motion to approve the Contract Amendment.

FOLLOW UP ACTION NEEDED: Staff will execute the Contract Amendment.

STATE OF NORTH CAROLINA

AMENDED CONTRACT FOR SERVICES

COUNTY OF GUILFORD

Historic Jamestown Society

THIS CONTRACT, amended as of the 21 day of May 2024, by and between the Town of Jamestown, (hereinafter referred to as the TOWN), and the Historic Jamestown Society, a North Carolina Non-Profit Corporation (hereinafter referred to as the Society).

WITNESSETH:

WHEREAS, the TOWN has agreed to pay the Society up to a certain amount of money, hereinafter stated, out of the TOWN'S General Fund Budget, and that in exchange for said funding the Society has agreed to perform certain services for the TOWN of a public nature; therefore, it is mutually agreed and understood between the parties as follows:

1. **TERM OF CONTRACT:** This contract shall commence July 1, 2023 and shall end on June 30, 2024. If the Society shall at any time breach any part of this Agreement, this Agreement shall immediately terminate upon the Society's receipt of written notice of the same, signed by the Town Manager or his/her designee.
2. **SERVICES TO BE PERFORMED:** The Society, in and for the consideration of the funding provided to it by the TOWN as set forth in Sections 4 and 5 below agrees to provide to the citizens and residents of the Town of Jamestown access to cultural and historical programming and the historic buildings, artifacts and property held in trust by the SOCIETY. The SOCIETY agrees to immediately notify the Town Manager in writing of any significant change in the type or level of services to be offered.
3. **STATUTORY FUNDING AUTHORIZATION:** Funding in support of the amended activities described in Article 23 of the North Carolina General Statute §160A-488.
4. **ANNUAL APPROPRIATION:** For the FY 2023-2024 Fiscal Year, the appropriation available is \$10,500. These funds will be amended to add an additional \$5,000 bringing the total allocation to \$15,500.
5. **PAYMENT:** The TOWN will pay the annual appropriation to the SOCIETY as follows: The Society will submit receipts for painting, siding and other structural repairs furnished to those historic structures held in trust by the SOCIETY, including, but not limited to, the Madison Lindsay House, Bank Barn and the Richard Mendenhall House. The Town will reimburse the Society in a total amount not to exceed \$10,500.00 for all approved painting/repair invoices incurred by the SOCIETY. Said payments shall be mailed to the SOCIETY at: P.O. Box 512, Jamestown, North Carolina 27282. Please provide records of facility maintenance, etc. purchased, other contracted services, and evidence that the approved uses took place as stated.
6. **USE OF FUNDS:** Funding provided under this amended agreement to the Society under this contract shall be used exclusively to provide the painting and repair services outlined

in Section 2. No funds provided by the TOWN shall be used for fundraising, political purposes, or any other purpose other than providing those services outlined in Sections 2 and 5 above as authorized under North Carolina General Statute §160A-488.

7. **ANNUAL ACTIVITY REPORT:** The SOCIETY shall provide to the TOWN an annual report of the accomplishments and services provided under this Contract. The report shall be submitted, together with any future funding request, to the TOWN by March 1 of 2024, and shall contain information for the previous fiscal year.

8. **FINANCIAL REPORTING:**
 - A. Funds paid under the terms of this Contract shall be reported as municipal support and clearly identifiable in the SOCIETY financial statements.

 - B. The SOCIETY agrees that it will provide the TOWN with an annual financial report derived from the SOCIETY accounting system for the year-end period. The SOCIETY shall also provide a copy of its IRS Form 990 for each year. The report and IRS Form 990 are due to the TOWN one hundred and twenty (120) days after the SOCIETY's year-end.

9. **PUBLIC INFORMATION:** The report and IRS Form 990 referenced in Section 8B shall also be made available to the general public upon request.

10. **INDEPENDENT CONTRACTOR:** The SOCIETY is a non-profit corporation established under the laws of the State of North Carolina, and is an independent contractor. The SOCIETY is not an agent, officer, or employee of the TOWN and shall have no authority to act as an agent of the TOWN, nor enter into any Agreement for, or on behalf of, the TOWN. The SOCIETY shall at all times maintain its status as a non-profit corporation organized to do business in the State of North Carolina. In addition, employees of the SOCIETY shall not, in any way, be considered employees of the TOWN.

11. **ASSIGNMENT:** The SOCIETY shall not assign its rights under this Contract or any part thereof, nor delegate or subcontract any performances hereunder, nor subcontract without first obtaining the TOWN'S written approval thereof.

12. **MODIFICATION:** This Contract may be modified only by a written instrument duly executed by the parties or their respective successors.

13. **NOTICES:** Any notices to be given by either party to the other under the terms of this Agreement shall be in writing and shall be deemed to have been sufficiently given if delivered by hand, with written acknowledgment of receipt, or mailed by first class and/or registered or certified mail to the other party at the following addresses or to such other addresses as either party hereafter from time to time designates in writing to the other party for the receipt of notice:

SOCIETY:
Director
The Historic Jamestown Society, Inc.

TOWN:
Town Manager
Town of Jamestown

PO Box 512
Jamestown NC 27282

301 E. Main St.
Jamestown NC 27282

Such notice, if mailed, shall be deemed to have been received by the other party on the date contained in the receipt (if sent via first class mail) on the date which is five (5) business days after said notice was deposited with the United States Postal Service.

14. INSURANCE AND LIABILITY: The SOCIETY will maintain worker's compensation and employer's liability insurance for employees as required by current North Carolina and Federal law. Current valid insurance policies meeting the requirements herein identified shall be maintained to be considered an "eligible contractor" of the TOWN. The SOCIETY will maintain insurance policies at all times in the amounts and terms set forth as follows:

- A. Worker's Compensation Insurance shall be maintained covering all employees in an amount necessary to comply with the laws of the State of North Carolina and all federal laws, and to qualify for the Commercial General Liability policy described below.
- B. The SOCIETY agrees to keep its personal property, artifacts, buildings and structures held in trust by it, including all alterations, additions and improvements, insured against loss or damage by fire or other casualty and all perils insured under a separate "all risks" policy in an amount equal to the full insurable replacement cost value of the property.
- C. The SOCIETY agrees to maintain in force throughout the term of this Contract commercial general liability insurance coverage (occurrence coverage) with broad form contractual liability coverage with minimum combined limits of liability of not less than \$1,000,000.00 per occurrence and aggregate limits of not less than \$2,000,000.00. Such policy shall insure the SOCIETY's performance of the indemnity provisions of this Contract, but the amount of such insurance shall not limit the SOCIETY's liability nor relieve the SOCIETY of any obligation hereunder.
- D. All policies in B and C above shall name the TOWN as an additional insured, and must provide that the TOWN be given thirty (30) days advance written notice of a cancellation, failure to renew, or material change. The SOCIETY shall provide evidence of all insurance required by this Contract.

15. INDEMNIFICATION: The SOCIETY will, to the fullest extent permitted by law, indemnify, defend, and hold harmless, the TOWN from and against: any and all claims, liabilities, losses, damages, costs, or expenses. This includes, without limitation, reasonable attorney's fees, awards, fines, or judgments arising out of, or relating to, any or all of the following:

- A. Damages to persons, personal property, or the TOWN caused by an act or omission of the SOCIETY; and
- B. All claims, suits, losses, injuries, death, and property liability, including, without limitation, expenses in connection with any such claim or suit, including reasonable attorney's fees, occurring in the performance of the proposed services; and

C. All claims and liabilities resulting from the SOCIETY's violation of federal, state, or local statute, regulation, or ordinance; and

D. In the event that any goods, services, or processes sold and delivered or sold and performed is defective in any respect whatsoever, the SOCIETY will indemnify and hold harmless the TOWN from all loss or the payment of all sums of money by reason of all accidents, injuries, or damages to persons or property that happen or occur in connection with the use or sale of such goods, services, or processes.

16. **STRICT COMPLIANCE:** The TOWN may at any time insist upon strict compliance with these terms and conditions despite any previous course of dealing or course of performance between the parties that may have been contrary to the terms of this Contract.
17. **SEVERABILITY:** In the event that any provision herein is deemed invalid or unenforceable, the other provisions will remain in full force and effect, and binding on both parties.
18. **SURVIVAL:** All obligations arising prior to the termination of this Contract and all provisions of this Contract allocating responsibility or liability between the TOWN and the SOCIETY will survive the completion of the services and the termination of the Contract.
19. **GOVERNING LAW:** The validity of this Contract and any of its terms or provisions, as well as the rights and duties of the parties to this Contract is governed by the laws of the State of North Carolina. The parties agree and submit, solely for matters concerning this Contract to the exclusive jurisdiction of the General Courts of Justice of North Carolina. In addition, the parties agree that the exclusive venue for any legal proceeding will be Guilford County, North Carolina.
20. **ENTIRE AGREEMENT:** This Contract represents the entire understanding and agreement between the parties with respect to contracting for those services as outlined in Section 2. This Contract supersedes all prior agreements, whether written or oral, that may exist between the parties with respect to contracting for those services as outlined in Section 2. In addition, no subsequent amendment or modification to this Contract or waiver of any provisions will be effective unless in writing and signed by both parties.
21. **CHANGES IN BYLAWS AND INSURANCE POLICIES:** In the event of any change in the SOCIETY's bylaws, or insurance policies, the SOCIETY agrees that it shall immediately notify the Town Manager. The SOCIETY shall have this CONTRACT approved by its Board of Trustees with a copy of the minutes approving this CONTRACT being submitted to the TOWN at the time of execution.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the _____ day of _____, 2024 by their respective duly authorized representatives.

ATTEST

By: _____
Katie Weiner
Town Clerk

By: _____
Lynn Montgomery
Mayor

ATTEST

By: _____
Historic Jamestown Society

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

By: _____
Faith Wilson
Finance Director

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of Financing for Leaf Collection Truck

AGENDA ITEM #: IX.C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: 05/21/24

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

We sent out a Request for Proposal to three local banks for financing of a new leaf collection truck. The truck is expected to arrive in FY 24-25. We received two proposals in response to the financing from First Bank and Pinnacle. Based on the terms, I am proposing that the Town select First Bank to finance the purchase of the leaf collection truck. Even though the interest is slightly lower with Pinnacle, the associated fees would result in a higher cost to the Town. Pinnacle requires a \$25 draw wire fee to acquire the funds along with the closing cost and attorney fees not to exceed \$6500. Pinnacle also includes a prepayment fee should the loan be paid off early. there are no fees for entering into financing with First Bank. The Town could also pay off the loan at any time without penalties. Thus for the reasons listed above, we recommend that First Bank be chosen to finance the leaf collection truck.

ATTACHMENTS: Resolution attached.

RECOMMENDATION/ACTION NEEDED: Approve First Bank to finance the leaf collection truck.

BUDGETARY IMPACT: Approximately \$279,989.00 in loan proceeds; payment determined by receipt of equipment but budgeted.

SUGGESTED MOTION: Approve by Resolution the proposal by First Bank for approximately \$279,989.00 for a leaf collection truck and allow the Town Manager (Assistant Town Manager) to accept by signing the Commitment Letter and other Documents as needed. +

FOLLOW UP ACTION NEEDED: Mayor to sign Resolution.

Resolution Approving Financing Terms

WHEREAS: The Town of Jamestown ("Town") has previously determined to undertake a project for the financing of the leaf collection truck, (the "Project"), and the Finance Director has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The Town hereby determines to finance the Project through First Bank, in accordance with the proposal dated April 11, 2024. The amount financed shall not exceed \$279,989, the annual interest rate (in the absence of default or change in tax status) shall not exceed 5.50% and the financing term shall not exceed 72 months from closing.
2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the Town are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.
3. The Finance Director is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Director is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Director shall approve, with the Finance Director's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
4. The Town shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Town hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).
5. The Town intends that the adoption of this resolution will be a declaration of the Town's official intent to reimburse expenditures for the project that is to be financed from the proceeds of First Bank financing described above. The Town intends that funds that have been advanced, or that may be advanced, from the Town's general fund, or any other Town fund related to the project, for project costs may be reimbursed from the financing proceeds.
6. All prior actions of Town officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this 21st day of May, 2024.

By: _____
(Town Clerk)

By: _____
(Mayor)

SEAL

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Overview of Spring Litter Sweep 2024

AGENDA ITEM #: IX-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: 4.22.23

ESTIMATED TIME FOR DISCUSSION: 3 min

DEPARTMENT: Public Services

CONTACT PERSON: Elizabeth Greeson

SUMMARY:

The Town of Jamestown was thrilled to join NC DOT for their 2024 Spring Litter Sweep. On a rainy Saturday, April 20, 2024 9am-11 am, 48 participants joined together in Jamestown to pick up 58 bags of trash from locations along W Main, E Main at Lydia's Underpass, Vickrey Chapel/Ragsdale High School, Main St Corridor at Library and Jamestown Elem School, East Fork Rd, Ragsdale/Dillon Rd, Guilford/Guilford College Rd, Oakdale Rd/Main St, Oakdale Mill/Oak St/Logan Cir and Scientific St/Robbins & Kearns St/Shannon Gray.

There were attendees from Ragsdale High School ROTC, Jamestown Boy and Girl Scouts and Cub and Brownie Troops, Rotary Club of Jamestown, Jamestown Civitans, Town Residents, Town Staff and Town Council. A lot of students participated and were very interested to hear of future opportunities for anyone to work independently. They will contact the Town Hall for more information in between biannual events. Photos are being shared with Aaron Moody ajmoody1@ncdot.gov Participants were informed the pictures would be used for public viewing.

Request for bags to be picked up by our regional office is being sent to Eleanor B Johnson eleanorjohnson@ncdot.gov (See list below)

Request forms for Certificates of Appreciation from NC DOT will be submitted to Kim Sawyer in a separate email. We hope to participate again in Fall 2024 during the NC DOT Fall Litter Sweep. We have used our supplies of bags that we had received recently. I will be in contact in the near future to request additional rolls to keep on hand before next time and to be available if anyone wants to pick up on their own.

Pick Up Sites-

- 6 bags-Guilford Rd under Power Line between Whittington Hall entrance and Guilford College Intersection
- 6 bags Ragsdale High School Driveway on Vickrey Chapel Rd/close to Harvey Rd
- 6 bags-Dillon Rd -from Main St to Jamestown Bypass-1 at corner, 1 at RR , 4 at Jamestown Bypass
- 12 bags-Ragsdale Rd at Truist Driveway across from Library driveway
- 6Bags - East Fork from Deep River Bridge to Bicentennial Greenway trail and Jamestown Park Golf Course Entrance (7041 E Fork)
- 6bags -E Main St-4 Lydia's Bridge Railroad Underpass- 2 Jamestown United Methodist Church driveway,
- 6bags-Oakdale Mill Community -dump site at edge of woods- bags placed at Logan Cir/Oak St deadend
- 1 bag- Oakdale Rd at RR crossing behind Full Moon Restaurant
- 3 bags -Main St from Scientific to Penny Rd
- 6bags-Scientific Street-Main St to Shannon Gray- bags and tire across from Robbins St intersection

Thank you to each of you for your work to Keep Our Communities Beautiful!
Elizabeth Greeson

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koance



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: ARPA Sidewalk Improvements

AGENDA ITEM #: IX-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Public Services

CONTACT PERSON: Paul Blanchard

SUMMARY:

We are opening bids for the Town of Jamestown Sidewalk Improvements funded by the American Rescue Plan Act of 2021 on Monday, May 20, 2024. This project includes brick sidewalk installation: on Gannaway Street in front of the Post Office; on Ragsdale Road adjacent to Food Lion; and on W. Main Street from Dillon Road to Oakdale Road. We are anticipating receiving one to three bids. This project falls under the informal bidding rules per North Carolina General Statutes.

We intend to recommend approval of the lowest responsive, responsible bid at the regular Town Council meeting on May 21, 2024.

ATTACHMENTS: Bid Tabulation Sheet to be provided after opening bids

RECOMMENDATION/ACTION NEEDED: Award Contract

BUDGETARY IMPACT: to be determined

SUGGESTED MOTION: Council Member makes a motion to award the contract to the lowest responsive, responsible bidder.

FOLLOW UP ACTION NEEDED: Staff needs to execute the contract.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: RFQ for Professional Engineering Services for Jamestown Sidewalks **AGENDA ITEM #:** IX-F

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Public Services

CONTACT PERSON: Paul Blanchard

SUMMARY:

We received qualification based proposals for Professional Engineering Services for the Jamestown Sidewalks Project on E. Main Street. This project is funded by the American Rescue Plan Act of 2021. This project includes concrete sidewalk installation on E. Main Street from Vickery Chapel Road to Millis Road. We received two proposals from qualified engineering firms, Summit Design and Engineering Services, PLLC and Transystems. We interviewed each firm on May 9, 2024.

Staff recommends that the Town Manager and Town Attorney review, negotiate, and approve a professional services contract with Transystems, which has offices in Raleigh, Charlotte, Asheville, and Wilmington and works throughout the state.

ATTACHMENTS: none

RECOMMENDATION/ACTION NEEDED: Have the Town Manager and Town Attorney execute a professional services contract

BUDGETARY IMPACT: to be determined

SUGGESTED MOTION: Council Member makes a motion for the Town Manager and Town Attorney review, negotiate, and approve a professional services contract with Transystems.

FOLLOW UP ACTION NEEDED: Staff needs to execute the contract.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Consideration of award for Shelters at Jamestown Park

AGENDA ITEM #: IX.G



CONSENT AGENDA ITEM



ACTION ITEM

INFORMATION ONLY

MEETING DATE: 5/21/24

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Parks and Recreation

CONTACT PERSON: Scott Coakley

SUMMARY:

The Request for Proposal was posted with a deadline for response of May 16, 2024. Staff would like to consider the lowest, responsive, responsible bidder for this project.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: A motion to approve the lowest, responsive, responsible bid.

BUDGETARY IMPACT: Funding is covered from ARPA match funds for the PARTF grant.

SUGGESTED MOTION: A motion to award the contract to the lowest, responsive, responsible bidder, _____, in the amount of _____ and to allow the Town Manager and Finance Director to execute all documents.

FOLLOW UP ACTION NEEDED: Execution of contract.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Consideration of award for Basketball Court at Jamestown Park

AGENDA ITEM #: IX.H

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: 5/21/24

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Parks and Recreation

CONTACT PERSON: Scott Coakley

SUMMARY:

The Request for Proposal was posted with a deadline for response of May 16, 2024. Staff would like to consider the lowest, responsive, responsible bidder for this project.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: A motion to approve the lowest, responsive, responsible bid.

BUDGETARY IMPACT: Funding is covered from ARPA match funds and PARTF grant funds.

SUGGESTED MOTION: A motion to award the contract to the lowest, responsive, responsible bidder, _____, in the amount of _____ and to allow the Town Manager and Finance Director to execute all documents.

FOLLOW UP ACTION NEEDED: Execution of contract.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Consideration of Update of Disposal Agreement with Republic Svc. **AGENDA ITEM#:** IX-I

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 5 min.

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

The Town contracts with Republic Services to accept municipal solid waste (garbage) at its transfer station on Bishop Rd. The current contract price is \$42/ton. The Town's contract with Republic is due for renewal and the expected price increase is \$3/ton to \$45/ton. The contract has been reviewed by the Town's attorneys and they are satisfied with the language.

ATTACHMENTS: Update contract with Republic Services re: Solid Waste Disposal

RECOMMENDATION/ACTION NEEDED: Recommend approval of the contract.

BUDGETARY IMPACT: Impacts have been accounted for in the FY 24/25 budget.

SUGGESTED MOTION: Move to approve the contract and authorize the Town Manager, Assistant Town Manager, and Finance Director to execute any documents as needed.

FOLLOW UP ACTION NEEDED: N/A



Republic Services Disposal Agreement
(Not for Special Waste)

Customer Name : Town of Jamestown, North Carolina
Address : _____

Contact Name : _____ Phone Number : (336) 454-1138
FED ID # : 56-6002751 PO Number : _____

Republic Landfill Name: Republic Services of North Carolina, LLC dba Greensboro Hauling
Transfer Station

Address : 2140 Bishop Rd
Greensboro, NC 27406

Contact Name : Chris Wilson Phone Number : (919) 669-8515

Contract Effective Date : July 1, 2024

Waste Types : MSW (MSW, C/D, Etc.)

Unit of Measure for Billing : Tons (Tons/Yard/Load)

Disposal Fee : \$ 45/ton / Unit of Measure Above
Taxes/Host Fees/Charges : \$ 2/ton / Unit of Measure Above
Administrative Fec : \$ / Month
Environmental Fee : \$ / _____, or _____ % of Disposal Fee
Fuel Recovery Fee : \$ / _____, or _____ % of Disposal Fee
Other Fees : \$ / _____, or _____ % of Disposal Fee

Invoice Period : _____ (Weekly, Semi-Monthly, 3 Per Month)

All Payments Are Due Within 30 Days After Receipt of Invoice

Minimum Volume : None / Unit of Measure Above / Month/Quarter/Year
Maximum Volume : None / Unit of Measure Above / Month/Quarter/Year
True-Up Period for Minimum Volume Calculations: N/A (Month, Quarter, Year)

Special Instructions : _____

THE PARTIES AGREE TO THE TERMS CONTAINED IN THE ATTACHED "REPUBLIC SERVICES DISPOSAL AGREEMENT TERMS AND CONDITIONS"

Republic:
REPUBLIC SERVICES OF NORTH CAROLINA, LLC

Customer:
TOWN OF JAMESTOWN, NORTH CAROLINA

Signature _____ Date _____

Signature _____ Date _____

Name: _____

Name: _____

Title: _____

Title: _____



REPUBLIC SERVICES DISPOSAL AGREEMENT

TERMS AND CONDITIONS

1. Delivery of Acceptable Waste. Customer shall deliver at least the minimum volume of Acceptable Waste (as defined below) indicated on the cover of this Agreement (the "Minimum Volume") to the landfill indicated on the cover of this Agreement (the "Landfill"). Customer shall not deliver in excess of the maximum volume of Acceptable Waste indicated on the cover of this Agreement to the Landfill.

2. Delivery Procedures; Operation of the Landfill.

(a) Acceptance of Acceptable Waste. Republic shall have the right in its sole discretion to reject delivery of any waste offered for acceptance by Customer that does not constitute Acceptable Waste. "Acceptable Waste" means all waste that is authorized to be disposed of at the Landfill under then applicable federal, state and local laws, regulations, ordinances, rules, permits, licenses, and governmental orders or directives (collectively "Applicable Laws") and that is not Unacceptable Waste (as defined below).

(b) Operation of the Landfill/Procedures. Notwithstanding anything in this Agreement to the contrary, Republic shall have the right, in its sole discretion, to close the Landfill, in whole or in part, either temporarily or permanently, at any time for any reason. Upon any such permanent closure, Republic shall have the right to terminate this Agreement. Customer's delivery of Acceptable Waste to the Landfill, which shall occur only during the Landfill's posted hours, shall be governed by the procedures applicable generally to customers utilizing the Landfill as Republic may modify such procedures from time to time.

(c) Customer's Compliance with Applicable Laws. Customer shall collect, transport and deliver waste to the Landfill in compliance with all Applicable Laws and the procedures referenced in Section 2(h).

(d) Title to Waste. Customer represents and warrants to Republic that either Customer or its customer shall hold clear title, free of all liens, claims and encumbrances, to the waste delivered by Customer to the Landfill. Title to, and risk of loss and responsibility for, Acceptable Waste delivered to the Landfill by Customer shall pass at the time such Acceptable Waste is removed from the delivery vehicle at the Landfill. Title to Unacceptable Waste shall remain with Customer or its customer and shall never be deemed to pass to Republic.

3. Term. Unless sooner terminated pursuant to Section 6, this Agreement shall commence as of the contract effective date indicated on the cover of this Agreement and shall remain in full force and effect for a period of two years. Upon expiration or termination of this Agreement, the obligations of Customer to deliver and of Republic to accept Acceptable Waste shall terminate; provided, however, that all other rights and obligations of the parties under this Agreement (including those with respect to payment and indemnification) shall survive termination.

4. Disposal Fees.

(a) Fees. Customer shall pay Republic a disposal fee (the "Disposal Fee") for all Acceptable Waste Customer delivers to the Landfill as set forth on the cover of this Agreement. In addition to the Disposal Fee, Customer shall pay such fees as Republic may impose from time to time by notice to Customer prior to incurring said fees (including, by way of example only, administrative fees and environmental fees), with Republic to determine the amounts of such fees in its discretion up to the maximum amount allowed by Applicable Law. Without limiting the foregoing, Customer shall pay Republic a fuel recovery fee in the amount shown on each of Republic's invoices, which amount Republic may increase or decrease from time to time with prior notice to Customer. The initial fee amounts for administrative fees, environmental fees, fuel recovery fees and other fees are set forth on the cover of this Agreement but are subject to change from time to time as described in this Section 4(a). Any such changes to these fees and the notice thereof shall be governed by the procedure set forth in Section 4(f) below.

(b) Payment; Deposit. Republic shall transmit an itemized invoice to Customer of all Disposal Fees and other charges under this Agreement on a periodic basis as indicated on the cover page of this Agreement. Customer shall pay all invoices within 30 days after receipt of invoice. If Customer does not make payment by such date, Customer shall pay a late payment fee in an amount equal to the lesser of (i) the greater of \$5 per month or 1.5% per month on the amount past due or (ii) the maximum amount allowed by Applicable Law. Customer also shall pay a fee of \$50 (which Republic may increase from time to time by notice to Customer) for each check submitted by Customer that is an insufficient funds check or is returned or dishonored. At any time after Republic becomes concerned about Customer's creditworthiness or after Customer has made any late payment, Republic may request, and if requested Customer shall pay, a deposit in an amount equal to one month's charges under this Agreement.

(c) Taxes and Other Charges; Cost Increases. In addition to the Disposal Fee, Customer shall pay all federal, state, local or other taxes, fees (including host fees), surcharges or similar charges related to the acceptance or disposal of Acceptable Waste or the operations or activities of the Landfill that are imposed by law, ordinance, regulation, agreement with a governmental authority, governmental audit or otherwise (collectively, "Taxes/Host Fees/Charges"). The initial amount of Taxes/Host Fees/Charges is set forth on the cover of this Agreement but is subject to change from time to time pursuant to the preceding sentence. In addition, Republic shall have the right to increase the Disposal Fee from time to time by the pro rata amount (determined by relative tonnage of Acceptable Waste delivered by Customer and accepted by Republic for processing at the Landfill divided by the total tonnage of waste processed at the Landfill) of any increase in operating costs or capital costs of the Landfill as a result of a change in Applicable Laws. Any such increase shall be effective immediately upon written notice by Republic to Customer.

(d) CPI Adjustment. In addition to the adjustments described in Section 4(c), the Disposal Fee shall be increased on the first anniversary of this Agreement in an amount equal to the percentage increases in an amount equal to rates in an amount equal to the most recently available trailing 12 months' average in the Consumer Price Index for All Urban Consumers (Water, Sewer and Trash Collection Services) U.S. City Average, as published by the United States Department of Labor, Bureau of Statistics (the "CPI").

(e) Shortfall Fee. At the end of each true-up period indicated on the cover of this Agreement (the "True-Up Period"), Republic shall determine the total volume of Acceptable Waste delivered by Customer to the Landfill during such True-Up Period. If the total volume of Acceptable Waste delivered during such True-Up Period is less than the volume required to be delivered during such True-Up Period based on the Minimum Volume,

Customer shall pay Republic a fee (the "Shortfall Fee") equal to the Disposal Fee multiplied by the volume by which Customer was deficient during the True-Up Period. Republic shall invoice Customer for, and Customer shall pay Republic, any Shortfall Fee in accordance with Section 4(b). If no Minimum Volume is specified, then this Section 4(e) shall not apply.

(f) Price Adjustments. In addition to any other price increases pursuant to this Section 4, Republic shall have the right to request an increase in the Disposal Fee, from time to time and for any reason, by giving written notice of the amount and effective date of the increase (the "Price Increase Notice") to Customer at least 30 days before the effective date of the increase. If Customer does not object in writing (the "Objection Notice") to the price increase within 30 days after the date of the Price Increase Notice or if Customer accepts the price increase, the price increase shall go into effect on the date stated in the Price Increase Notice and this Agreement shall be deemed amended accordingly. If Customer gives an Objection Notice within 30 days after the date of the Price Increase Notice, Republic shall have 15 days after receipt of the Objection Notice to determine whether to (i) drop its request for a price increase and have the Agreement continue in full force and effect or (ii) terminate this Agreement effective as of the proposed effective date of the price increase (or any later date specified by Republic). If Republic does not give notice of this determination within 15 days after receipt of the Objection Notice, Republic shall be deemed to have dropped its request for a price increase and the Agreement shall continue in full force and effect.

5. Unacceptable Waste.

(a) Delivery of Unacceptable Waste. Customer agrees that it shall not deliver any Unacceptable Waste to the Landfill. If Customer delivers waste that contains both Acceptable Waste and Unacceptable Waste, the entire delivery shall constitute Unacceptable Waste if the Unacceptable Waste cannot be separated from the Acceptable Waste through the reasonable efforts of Republic, as Customer's agent to cause such separation, with the cost of such separation to be paid by Customer.

(b) Weighing and Inspection of Waste by Republic. Republic shall weigh all Acceptable Waste at the Landfill and the weight so determined shall be final and conclusive on both Customer and Republic. Republic shall have the right, but not the obligation, to inspect any of Customer's trucks to determine whether the waste delivered is Acceptable Waste or Unacceptable Waste. Customer acknowledges and agrees that any failure by Republic to perform any such inspection or to detect Unacceptable Waste despite such inspection shall in no way relieve Customer from its obligation to deliver only Acceptable Waste or from its other obligations under this Section 5.

(c) Rejection of Unacceptable Waste. If Customer delivers Unacceptable Waste to the Landfill, Republic may, in its sole discretion: (i) reject such Unacceptable Waste at Customer's expense; or (ii) if Republic does not discover such Unacceptable Waste in time to reject and reload such Unacceptable Waste, after giving Customer telephonic notice thereof and a reasonable opportunity to dispose of such Unacceptable Waste, Republic may, as Customer's agent, dispose of such Unacceptable Waste at a location authorized to accept such Unacceptable Waste in accordance with all Applicable Laws and charge Customer all direct and indirect costs incurred due to handling, delivery and disposal of such Unacceptable Waste, unless Customer otherwise elects to arrange for disposal of the Unacceptable Waste. If Customer elects to dispose of such Unacceptable Waste, it shall do so within such time period as Republic reasonably deems necessary or appropriate in connection with the operation of the Landfill, including the preservation of the health and safety of its employees. If after electing to do so Customer does not dispose of the Unacceptable Waste within such time period, Republic may dispose of such Unacceptable Waste as Customer's agent, without further notice to Customer, and Customer shall pay the direct and indirect costs set forth above. Notwithstanding the foregoing, no notice shall be required by Republic to Customer for Republic to dispose of Unacceptable Waste as Customer's agent in emergency situations where in Republic's reasonable judgment a delay in such disposal could constitute a hazard to the Landfill or any person on, about or near the premises.

(d) Definition of Unacceptable Waste. For the purposes of this Agreement, "Unacceptable Waste" means: (i) any material that is not Acceptable Waste; (ii) any material that by reason of its composition, characteristics or quantity is defined as a "hazardous material," "hazardous waste," "hazardous substance," "extremely hazardous waste," "restricted hazardous waste," "toxic substance," "toxic waste," "toxic pollutant," "contaminant," "pollutant," "infectious waste," "medical waste," "radioactive waste," or "sewage sludge" under any Applicable Law; (iii) any material that requires other than normal handling, storage, management, transfer or disposal; or (iv) any other material that may present a substantial endangerment to public health or safety, may cause applicable air quality or water effluent standards to be violated by the normal operation of the Landfill, or because of its size, durability or composition cannot be disposed of at the Landfill or has a reasonable possibility of otherwise adversely affecting the operation or useful life of the Landfill.

6. Default.

(a) Events of Default. Each of the following shall be an event of default by Customer under this Agreement: (i) Customer fails to pay any amount due as and when the same becomes due under this Agreement; or (ii) Customer fails to perform any other material term, covenant or agreement contained in this Agreement on its part to be performed and such failure continues for a period of 30 days after written notice to Customer specifying the nature of such failure and requesting that it be remedied.

(b) Remedies on Default. Whenever any event of default by Customer shall have occurred and be continuing, Republic shall have the following rights and remedies, which shall be in addition to any other remedies provided by Applicable Law or this Agreement: (i) upon the end of any applicable grace period in this Section 6, Republic shall have the option to immediately terminate this Agreement unless during such period Customer has taken remedial steps the effect of which would be to enable Customer to cure such event of default within an additional 15 day period following the expiration of such grace period; and (ii) if Customer is then in default, Republic shall have the option, without terminating this Agreement, to stop accepting Acceptable Waste delivered by Customer until such default is cured or this Agreement is terminated.

7. Indemnification. Each Party shall indemnify, defend (upon request by the other Party) and hold harmless the other Party and its shareholders, partners, officers, directors, divisions, subdivisions, affiliates, agents, employees, successors and assigns (the "Indemnified Parties") from and against any and all liabilities, losses, assessments, fines, penalties, forfeitures, damages, costs, expenses and disbursements, including reasonable legal fees, expert witness fees, litigation related expenses, and court costs in any litigation, investigation or proceeding (collectively, "Losses"), whether arising out of a claim or loss of or damage to property or injury to or death of any person, including any Indemnified Party, or otherwise, caused by or arising out of (a) Party's breach of this Agreement, (b) Party's negligence or willful misconduct, or (c) Customer's delivery of Unacceptable Waste to the Landfill.

8. Insurance. During the term of this Agreement, Customer shall maintain the following insurance coverages:

<u>Workers' Compensation:</u>	
Coverage A	Statutory
Coverage B – Employer's Liability	\$1,000,000 each Bodily Injury by Accident \$1,000,000 policy limit Bodily Injury by Disease \$1,000,000 each occurrence Bodily Injury by Disease
<u>Automobile Liability:</u>	
Bodily Injury/Property Damage	\$2,000,000
Combined - Single Limit	Coverage applies to all owned, non-owned, hired and leased vehicles (including trailers)
<u>Commercial General Liability:</u>	
Bodily Injury/Property Damage	\$2,000,000 each occurrence \$3,000,000 general aggregate
<u>Contractor's Pollution Liability:</u>	\$1,000,000

The insurance carriers providing the coverage required by this Section 8 shall be rated at least A-VIII by A.M. Best. Customer shall deliver the Certificates of Insurance evidencing the foregoing policies to Republic before Customer delivers any waste to the Landfill pursuant to this Agreement. In addition, the (i) Commercial General Liability (including the Umbrella/Excess policy) policy must include Contractual Liability coverage specifically covering Customer's indemnification of Company, and (ii) The Commercial General Liability, Automobile Liability and the Umbrella/Excess Liability policies must be written on an "occurrence form". The Certificates (ACORD form) and the insurance policies required by this Section 8 shall contain a provision that provides that the insurance coverage afforded under the policies will not be canceled or allowed to expire until at least 30 days prior written notice has been given to Republic. With the exception of the workers' compensation policy, Republic and the Republic Indemnified Parties shall be shown as additional insureds under all of the insurance policies required by this Section 8. The policies required by this Section 8 shall be primary and non-contributory with respect to Republic and the Republic Indemnified Parties, and the insurance providers shall agree to waive their rights of subrogation against Republic and the Republic Indemnified Parties.

9. General.

(a) Independent Contractor. Customer and Republic shall perform their obligations under this Agreement as independent contractors. Neither party nor any of its employees, agents or subcontractors shall be, purport to be, or be deemed, the agent of the other party.

(b) Assignment; Binding Effect. Customer may not assign this Agreement without Republic's prior written consent, which Republic may grant or withhold in its sole discretion. Republic may assign this Agreement without the consent of Customer. This Agreement shall be binding upon and shall inure to the benefit of the parties and their respective successors and permitted assignees.

(c) Entire Agreement. This Agreement supersedes all prior agreements, written or oral, with respect to the subject matter of this Agreement. Only a written instrument signed by both parties hereto may modify this Agreement.

(d) Severability. If any one or more of the provisions contained in this Agreement is, for any reason, held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions of this Agreement, and all other provisions shall remain in full force and effect.

(e) Waiver. No delay or omission by a party in exercising any right under this Agreement will operate as a waiver of that or any other right. A waiver or consent given by a party on any occasion is effective only on that occasion and not any other.

(f) Waiver of Jury Trial; Attorneys' Fees. By execution and delivery of this Agreement, each of the parties knowingly, voluntarily and irrevocably: (i) waives any right to trial by jury; and (ii) agrees that any dispute arising out of this Agreement shall be decided by court trial without a jury. If any legal action or any other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default, or misrepresentation in connection with this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and other costs incurred in that action or proceeding, in addition to any other relief to which it may be entitled.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Rebecca Mann Rayborn, Mayor Pro Tem
Martha Stafford Wolfe
Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Manager's Report

AGENDA ITEM #: X-A



CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: May 21, 2024

ESTIMATED TIME FOR DISCUSSION: 5 min

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

Manager's Report is attached.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

- I. The Town has been fortunate to receive grant funding for several major projects. This will be an ongoing process to keep the Council and public updated on their progress:
 - A. PARTF/AFP Grants –
 - Work to replace a septic tank, which is the first priority, has been completed. A waterline replacement has also been completed.
 - Patrons will see town staff engaging in demolition shortly after bids are awarded for shelter and basketball amenities. The tentative award date for those contracts is at the May 21st Council meeting.
 - B. Main Street Waterline Replacement –
 - Paul Blanchard, Public Services Dir., is anticipating a bid package going public by the end of June with a possible bid award date of in July 2024. Plans are being resubmitted to the State to meet new permitting requirements.
 - C. Oakdale Sidewalks -
 - Final plans addressing NCDOT comments are complete and have been resubmitted to NCDOT for final review/comments.
 - ROW/Easements are still being acquired.
 - D. Penny Road Waterline Project –
 - Anticipating a RFQ for a qualified designer to be advertised in Fall 2024.
 - E. Oakdale Cotton Mill Aerial Replacement –
 - Paul Blanchard, Public Services Dir, is anticipating an RFP will be posted by the end of May 2024 and with the hopes to award a bid in July.
 - F. Crosswalks –
 - Jason Pegram, Assistant Public Services Dir., has identified that there are available funds to complete repainting/stamping at the Guilford & Main intersection during this FY. Work is anticipated to occur in June.
 - G. ARPA Sidewalk Project
 - Paul Blanchard, Public Services Dir., will be requesting that Council consider the selection of a professional engineering design firm and asking that Council grant permission to staff to enter into negotiations and contracts to begin design on the E. Main St. sidewalk project at the May 21, 2024, Council meeting.
 - Smaller sidewalk projects included in ARPA funding are out for bid and

Paul hopes to have a recommendation of award of contract for the Council at the May 21, 2024, meeting.

- H. Music in the Park will continue on June 7th with the NC Revelers Orchestra, who will bring the sounds of the Big Band Era to Jamestown. This is in honor of the 80th anniversary of D-Day. The Orchestra will present a selection of music that would have been played on the radio during the days surrounding the June 6, 1944, landing of Allied Troops in France, as well as a more contemporary repertoire of big band sounds made popular by Tony Bennett, Doc Severinsen, etc. We have posted this year's lineup and event information with details on food and beverage vendors are available on the Town's Facebook site.

- I. Introduction of new employees to the Town Council.

Key Dates:

- May 25th – 1 PM – Gold Star Memorial Marker Dedication – Wrenn Miller Park
- May 27th – Town offices closed in observance of Memorial Day
- June 6th – Bulky Item pickup
- June 25th – Town Council meeting – 6 PM – Civic Center Chambers