



Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council
June 25, 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 May 21st Town Council Meeting
 - B. Approval & Sealing of the May 21st Closed Session Minutes
 - C. Approval of minutes from the June 13th Town Council Budget Retreat
 - D. Analysis of the Financial Position of the Town of Jamestown
 - E. Budget Amendment #17
- III. Public Comment**
- IV. Old Business-**
 - A. Public Hearing on Question of Annexation pursuant to G.S. 160A-31 for properties located at 1905 1915 and 1903 Guilford College Road- Anna Hawryluk, Planning Director
 - B. Public Hearing on rezoning request for properties located at 1905 1915 and 1903 Guilford College Road from Single Family Residential (SFR) to Conditional Zoning-Multifamily Residential (CZ-MFR)- Anna Hawryluk, Planning Director
 - Consideration of approval/denial of rezoning request
 - Consideration of consistency/inconsistency statement
 - C. Public Hearing for the consideration of adoption of the Proposed Budget and CIP FY 2024/2025- Matthew Johnson, Town Manager
 - D. Consideration of adoption of the Town of Jamestown's updated Strategic Plan- Matthew Johnson, Town Manager
- V. New Business-**
 - A. Request to set a public hearing date for text amendments to the Land Development Ordinance (LDO)- Anna Hawryluk, Planning Director
 - B. Consideration of award of contract to the lowest, responsive, responsible bidder for shelters at the Jamestown Park- Rebecca Ashby, Grants Administrator
 - C. Consideration of award of contract to the lowest, responsive, responsible bidder for the basketball court at the Jamestown Park- Rebecca Ashby, Grants Administrator
 - D. Consideration of approval of Golden Leaf Grant Agreement- Rebecca Ashby, Grants Administrator
- VI. Manager/Committee Reports-**
 - A. Manager Report
 - B. Council Member Committee Reports
- VII. Public Comment**
- VIII. Other Business**
- IX. Adjournment**

Working Agenda for the June 25th 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 May 21 st Town Council Meeting B. Approval & Sealing of the May 21 st Closed Session Minutes C. Approval of minutes from the June 13 th Town Council Budget Retreat D. Analysis of the Financial Position of the Town of Jamestown E. Budget Amendment #17		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. Old Business		
6:20 pm	A. Public Hearing on Question of Annexation pursuant to G.S. 160A-31 for properties located at 1905 1915 and 1903 Guilford College Road	Call on A. Hawryluk	Hawryluk to present information on the request for the annexation of the properties located at 1905 1915 and 1903 Guilford College Road. Mayor Montgomery to call the applicant forward to speak about the annexation request. Mayor Montgomery to open the public hearing to anyone that would like to speak regarding the annexation 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 adopt the ordinance to extend the corporate limits for the annexation of 1905 1915 and 1903 Guilford College Road OR Council Member makes a motion to continue the public hearing to the July 16 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.
6:25 pm	B. Public Hearing on rezoning request for properties located at 1905 1915 and 1903 Guilford College Road from SFR to CZ-MFR	Call on A. Hawryluk	Hawryluk to present her staff report on the rezoning request for properties located at 1905 1915 and 1903 Guilford College Road. Mayor Montgomery to call the applicant forward to speak about the rezoning 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 properties located at 1905 1915 and 1903 Guilford College Road from Single Family Residential to Conditional Zoning-Multifamily Residential OR Council Member makes a motion to continue the public hearing to the July 16 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.
6:45 pm	C. Public Hearing for the Proposed 2024/2025 FY Budget and CIP	Call on M. Johnson	Johnson to present an overview of the Proposed 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 adopt the Budget Ordinance for the 2024/2025 Fiscal Year as presented. Council Member makes a second to the motion. Roll Call Vote. Council Member makes a motion to approve/deny the Resolution adopting a Capital Improvement Program for the Town of Jamestown. Council Member makes a second to the motion. Then vote.
7:05 pm	D. Consideration of adoption of the Town of Jamestown's updated Strategic Plan	Call on M. Johnson	Johnson to present an overview of the updated Strategic Plan. Johnson to request that Council adopt the updated Strategic Plan as presented. Council Member makes a motion to adopt/deny the updated Strategic Plan for the Town of Jamestown as presented. Council Member makes a second to the motion. Then vote.
7:20 pm	V. New Business		
7:20 pm	A. Request to set a public hearing date for text amendments to the Land Development Ordinance (LDO)	Call on A. Hawryluk	Hawryluk to request to set a public hearing date for text amendments to the LDO for the July 16 th Town Council meeting at 6:00 pm in the Civic Center at Town Hall. Council Member makes a motion to set a public hearing date for text amendments to the LDO for the July 16 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.
7:25 pm	B. Consideration of award of contract to the lowest, responsive, responsible	Call on R. Ashby	Ashby 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

	bidder for the shelters at the Jamestown Park & Golf Course		Director and Town Manager to execute the contract. Council Member makes a second to the motion. Then vote.
7:30 pm	C. Consideration of award of contract to the lowest, responsive, responsible bidder for the basketball court at the Jamestown Park & Golf Course	Call on R. Ashby	Ashby 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.
7:35 pm	D. Consideration of approval of Golden LEAF Grant Agreement	Call on R. Ashby	Ashby to present information on the Golden LEAF Grant Agreement and request that Council accept the award. Council Member makes a motion to accept the award in the amount of \$769,000 and allow the Town Manager and Finance Director to execute the contract. Council Member makes a second to the motion. Then vote.
7:40 pm	VI. Manager/Committee Reports		
7:40 pm	A. Manager Report	Call on M. Johnson	Johnson to present his monthly Manager's Report to Town Council.
7:45 pm	B. Council Member Committee Reports	Mayor Montgomery	Mayor Montgomery to request that Council Members give reports for any Committees that they serve on.
7:50 pm	VII. Public Comment		Please state your name and address and adhere to the 3 minute time limit
8:05 pm	VIII. Other Business		
8:05 pm	IX. Adjournment		Council Member makes a motion to adjourn. Council Member makes a second to the motion. Then vote.

Mayor
Lynn Montgomery

Town Manager
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 May 21st TC Meeting

AGENDA ITEM #: II-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Minutes from the May 21st Regular Town Council meeting

ATTACHMENTS: Minutes from the May 21st Regular Town Council Meeting

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A

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**Regular Meeting of the Town Council
May 21, 2024
6:00 pm in the Civic Center
Minutes & General Account**

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

Staff Members Present: Heather Lunsford, Rebecca Ashby, Scott Coakley, Elizabeth Greeson, Katie Weiner, Matthew Johnson, Paul Blanchard, Anna Hawryluk, & Beth Koonce

Visitors Present: Nick Wicker, Sherrie Richmond, Ed Stafford, Denise Stafford, Captain Howell, J. Lawrence, Brent Lawrence, Sharla Gardner, Myra Slone, Lee Richmond, Charles Hinsley, Emily Wagner, Karen Lisenby, Kenneth Alonge, Charles Clapp, Carol Brooks, John Capes, Krisdena Reeser, Sterling Kelly, Robert Frederick, Pam Alonge, Tricia Payne, & Marian Ditzel

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 – Mayor Montgomery led the Pledge of Allegiance.

Moment of Silence – Mayor Montgomery called for a moment of silence

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

Council Member Rayborn requested to add to the Consent Agenda item I, Proclamation declaring May 3rd – 11th Municipal Clerk’s Week; remove from “New Business” item “G. Consideration of award of contract to the lowest, responsive, responsible bidder for the shelters at the Jamestown Park and Golf Course”; remove from “New Business” item “H. Consideration of award of contract to the lowest, responsive, responsible bidder for the basketball court at the Jamestown Park and Golf Course”.

Council Member Rayborn made a motion to approve the agenda as amended. Council Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

DRAFT

Consent Agenda– The Consent Agenda included the following items:

- Minutes from the April 16th Regular Town Council Meeting
- Minutes from the April 18th Special Town Council Meeting
- Minutes April 19th Town Council Budget Retreat
- Appointed William Grant to serve on Parks and Recreation Committee as an Alternate
- Certificate of Sufficiency for the annexation petition for the property located at 1905 1915 and 1903 Guilford College Road
- Budget Amendment # 16
- Approval of amended audit contract with Strickland Hardee, PLLC
- Proclamation declaring May 3rd – 11th Municipal Clerk’s Week

(Budget Amendment # 16, Proclamation declaring May 3rd-May 11th as Municipal Clerks Week)

Council Member Glanville made a motion to adopt the amended consent agenda. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

Public Comment-

- Krisdena Reeser, 2621 Glasshouse Road – Reeser expressed concern about being asked to leave the May 3rd Music in the Park event where she and another mom were providing information on water quality and handing out bottled water. She stated no one could give her a valid reason to not be there. She reminded Council that the event was in Wrenn Miller Park, which is a public park paid for with taxpayer dollars and there should be no discrimination of anyone. She also stated it had been two weeks since she submitted a Freedom of Information Act request and had not received anything.
- Robert Frederick, 500 Wyndwood Drive – Frederick said Council held all three budget retreats without information from the Annual Comprehensive Financial Report and this is the second year the report has been late. Council passed a 20% tax increase last year without considering the impact to residents from the tax re-evaluation. More tax revenue was received this budget year than expected. He asked Council to insist on getting the report completed and use that information to significantly change the budget based on that information. Approval of the recommended tax increase will make Jamestown’s tax rate higher than High Point’s.

Proclamation declaring May 19-25th Public Works Week – Mayor Montgomery read and presented the Public Services staff with the proclamation thanking them for their service.

(Proclamation Public Works Week)

Proclamation declaring May 15th as Peace Officers Memorial Day and May 12-18th as Police Week in Jamestown – Mayor Montgomery read and presented the proclamation to Captain Howell of the Guilford County Sheriff’s Department.

(Proclamation Peace Officers Memorial Day and Week)

DRAFT

Resolution Ed Stafford – Council Member Wolfe read and presented the resolution to Mr. Stafford.

(Resolution Ed Stafford)

Award of Letter of Recognition from the National Garden Club, Inc. in honor of the Gold Star Memorial – Sherrie Richmond, Cedarwood Garden Club President, read and presented the award to the Town Council.

Old Business

- Presentation of audit report summary FY 2022-2023 – Lunsford introduced Nick Wicker with Strickland Hardee, PLLC. She added that Wicker would present an overview of the Annual Comprehensive Financial Report (ACFR) for the end of June 30, 2023.

Wicker stated that Strickland Hardee, PLLC had issued an unmodified audit report which is the best you can get. He highlighted the following:

- No material weaknesses or deficiencies were found, there were no difficulties encountered while performing the audit, there were no disagreements with management and no other audit findings or issues were found.
 - The General Fund increased by \$92,200.
 - All other governmental funds decreased by \$1.38 million primarily due to carried over expenditures of American Rescue Plan funds.
 - Non spendable Fund Balance increased \$22,767.
 - Restricted Fund Balance decreased \$765,459 due to a decrease in the restricted by state statute.
 - Committed Fund Balance decreased by \$622,426 primarily in the recreational maintenance facility fund.
 - Unassigned Fund Balance increased \$809,746.
 - Ad valorem tax revenue increased by \$570,000
 - Debt service increased \$27,747.
- Public Hearing for recommended 2024-2025 Budget and Capital Improvement – Johnson gave an overview of the recommended fiscal year 2024-2025 budget, budget message and Capital Improvement projects stating it is a balanced budget of \$8.45 million for the General Fund and \$7.98 million for the Water/Sewer Fund. The proposed tax rate included is 0.635, for a revenue of \$3,621,064 based on 99% collection rate. A 5-cent tax increase in the General Fund is proposed.

Johnson explained the Water and Sewer recommended budget includes a proposed 14% increase in both water and sewer rates. He said increases were necessary for future infrastructure and expansion needs.

He explained the budget process stating the five areas Council focuses on are staff excellence, community outreach and involvement, infrastructure and facilities, public safety, and planning and zoning.

Mayor Montgomery opened the Public Hearing to anyone that would like to speak regarding the recommended budget and CIP.

- Robert Frederick, 500 Wyndwood Drive - Frederick stated this budget is simultaneously claiming a half million worth of interest income but also paying three quarters of a million dollars in debt payments. There is a strong interest in setting aside money for the Fund Balance while borrowing even more money. He referenced line items for staffing, salaries, and fuel and oil that could be reduced. He stated there is \$100,000 in tax revenue from D.R. Horton that has not been accounted for, and there is no reason to raise taxes.

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

Council Member Wolfe stated it was a tough budget year and a tough year for everyone particularly senior citizens and disabled veterans. She said we are responsible for maintaining Town assets and we always consider the strategic plan. We are accountable to the citizens, and she wanted it called to everyone's attention that some folks are struggling.

Council Member Glanville made a motion to continue the Public Hearing to June 25th at 6 pm in the Civic Center without further advertisement. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

Council Member Rayborn made a motion to hold a budget workshop on June 13th at 10 am in the Civic Center and directed the Town Clerk to advertise. Council Member Wolfe made a second to the motion. The motion passed by unanimous vote.

- Adoption of Resolution setting a public hearing date for the request for annexation 1905 1915 and 1903 Guilford College Road – Hawryluk explained the Town received a petition for properties at 1905 1915 and 1903 Guilford College Road and the Clerk and Attorney investigated the petition and found it sufficient. Staff recommends setting a Public Hearing for the June 25th regular meeting at 6 pm.

Council Member Burgess made a motion to adopt the Resolution setting a public hearing date for the annexation request for the June 25th Town Council meeting at 6:00 pm in the Civic Center at Town Hall. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

(Resolution setting a public hearing date for the request for annexation of 1905 1915 and 1903 Guilford College Road)

- Public Hearing on rezoning request for property located at 100 near Lennox Road from Residential Main Street Transitional to Conditional Zoning – Residential Main Street Transitional – Hawryluk explained the rezoning request and conditions stating this is necessary due to the change in town zoning. Conditions consist of a maximum of 24 one-bedroom units, maximum number of buildings is two both to be placed on existing building pad spots, building height limited to three stories, and maintenance of dumpster

and recycling sites. She stated the Planning Board reviewed the request at the March 11th and April 8th meetings, held a Public Hearing at each, and recommended approval. Amanda Hodieme spoke on behalf of the applicant Burkely Communities stating the rezoning request is necessary to complete Phase 2 of an already designed Lennox Square to restore the initial density. She reviewed the proposed development and conditions.

Mayor Montgomery opened the Public Hearing to anyone that would like to speak.

- Robert Frederick, 500 Wyndwood Drive – Frederick stated it is important to note the increase in train traffic and use of horns. Residents initiated a petition to silence the train horn, but the Council took no action. He cautioned the developer to consider revenues from sales may be down due to train horn noise.

Mayor Montgomery asked if anyone else would like to speak. Nobody came forward.

Council Member Rayborn made a motion to approve the rezoning request for 100 near Lennox Drive from Residential Main Street Transitional to Conditional Zoning – Residential Main Street Transitional. Member Burgess made a second to the motion.

Weiner took a Roll Call Vote as follows:

- | | |
|----------------------------|-----|
| • Council Member Glanville | Aye |
| • Council Member Rayborn | Aye |
| • Council Member Burgess | Aye |
| • Council Member Wolfe | Aye |

Weiner stated the motion passed by unanimous vote.

Council Member Wolfe made a motion to adopt the Consistency Statement approving the rezoning request as follows:

1. *The proposed zoning amendment is consistent with the adopted Comprehensive Plan of the Town of Jamestown* because the parcel is located in the West Main Future Land Use Classification district which is intended to accommodate a wide variety of low to moderate intensity uses including attached residential. And
2. *The proposed zoning amendment is reasonable.* The Town Council considers the proposed zoning amendment to be reasonable because it ensures that land development is compatible with its surroundings from both a use and aesthetic perspective. And
3. *The proposed zoning amendment is in the public interest.* The Town Council considers the proposed zoning amendment to be in the public interest because it promotes the development 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.

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

New Business

- Consideration of approval of amended contract for services with the Jamestown Public Library – Ashby recommended reallocating recreation services funds in the amount of \$5,000 to the library contract for fiscal year 2023-2024. She also recommended the approval of an amended contract stating funds became available due to the loss of the non-profit status of a former organization that had been providing services.

Member Rayborn asked to be recused from voting.

Member Glanville made a motion to recuse Member Rayborn. Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

Member Glanville made a motion to approve the amended library contract with the additional \$5,000 for fiscal year 2023-2024 and allow the Finance Director and Town Manager to execute the contract. Member Burgess made a second to the motion. The motion passed by a unanimous vote.

- Consideration of approval of amended contract for services with the Historic Jamestown Society – Ashby recommended reallocating recreation services funds in the amount of \$5,000 to the Historic Jamestown Society contract for fiscal year 2023-2024. She also recommended the approval of an amended contract stating funds became available due to the loss of the non-profit status of a former organization that had been providing services.

Council Member Rayborn made a motion to approve the amended Historic Jamestown Society contract with the additional \$5,000 for fiscal year 2023-2024 and to allow the Finance Director and Town Manager to execute the contract. Member Glanville made a second to the motion. The motion passed by a unanimous vote.

- Consideration of approval of financing terms for the purchase of a leaf truck – Lunsford explained that staff had sent out requests for proposals to three local banks for the financing of a new leaf collection truck. She added that staff had received two proposals, and she recommended First Bank for financing based on the information that had been received.

Member Glanville made a motion to adopt the Resolution approving the financing of a leaf truck through First Bank in the amount of \$279,989 and allow the Finance Director and Town Manager to execute all documents. Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

- Overview of Spring Litter Sweep 2024 – Greeson informed Council that 48 participants picked up 58 bags of trash throughout the Town on April 20, 2024. Attendees were from Ragsdale High School ROTC, Jamestown Boy and Girl Scouts, Cubs and Brownie Troops, Rotary Club, Civitans, residents, staff and Council.

- Consideration of award of contract to lowest, responsive, responsible bidder for ARPA small sidewalk projects – Blanchard explained two bids were received and recommended awarding the contract to Dillon and Griffith Enterprise, LLC in the amount of \$421,053.

Member Burgess made a motion to award the contract for the ARPA small sidewalk projects to the lowest, responsive, responsible bidder, Dillon and Griffith Enterprise, LLC, in the amount of \$421,053 and allow the Finance Director and Town Manager to execute the contract. Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

- Consideration of award of professional services contract for the East Main Sidewalk project - Blanchard stated the Town received qualifications-based proposals for the East Main Sidewalk project from two contractors. He recommended that Council award the contract to Transystems based on the proposals that had been received.

Member Wolfe made a motion to direct the Town Manager, Finance Director, and Town Attorney to review, negotiate, and execute a professional services contract for the design of the East Main Street Sidewalk Project. Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

- Consideration of approval of Republic Services Disposal Agreement – Johnson stated the Town contracts with Republic Services for acceptance of garbage at its transfer station. He recommended that Council approve the contract renewal.

Member Glanville made a motion to approve the Republic Services Disposal Agreement. Member Burgess made a second to the motion. The motion passed by a unanimous vote

Manager/Committee Reports-

- Manager Report- Johnson stated that the replacement of a septic tank and a water line repair had been completed at the Jamestown Park & Golf Course. Final plans addressing NCDOT comments were reviewed and resubmitted for the Oakdale Sidewalk Project. Staff were working to acquire easements and right-of-ways for the project. Repainting and stamping for the crosswalk at Guilford and Main intersection will occur in June. The next Music in the Park is June 7th with the NC Revelers Orchestra. He congratulated Elizabeth Greeson for her award from the Jamestown Historic Society honoring her work on the preservation of history at the Oakdale Methodist Church.
- Council Member Committee Reports –
 - Council Member Wolfe reported that a Piedmont Authority Regional Transportation meeting was held on May 8th. She handed out a resolution passed by Guilford County to coordinate and unify all transportation development matters impacting the county and region to maximize efficiency and improve access across municipal borders.
 - Council Member Burgess reported that the Planning Board did not meet in May due to lack of items. They plan to meet on June 10th to appoint a new chair and vice chair.

DRAFT

- o Council Member Rayborn reported that the Parks and Recreation Committee did not meet.

Public Comment – Nobody signed up.

Closed Session Per G.S. 143-318 to discuss matters related to Attorney Client privilege (301 Lee Street) – Council Member Rayborn made 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 Glanville made a second to the motion. The motion passed by unanimous vote.

.....**Closed Session**

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

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

The meeting ended at 9:28 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 & Sealing of the May 21st Closed Session Minutes

AGENDA ITEM #: II-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

The Town Council went into closed session per per G.S. 143-318 to discuss matters related to Attorney Client Privilege (301 Lee Street).

Staff recommends that Council approve and seal the May 21st closed session minutes.

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: N/A

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 June 13th Town Council Budget Retreat AGENDA ITEM #: II-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 2024

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Minutes from the June 13th Town Council Budget Retreat

ATTACHMENTS: Minutes from the June 13th 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/amend the consent agenda.

FOLLOW UP ACTION NEEDED: N/A

DRAFT

Town Council Budget Retreat
June 13, 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, Faith Wilson, & Heather Lunsford

Visitors Present: Ben Chavis & Donna Bailey

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.

Discussion of 2024/2025 Fiscal Year Budget & Capital Improvement Plan – Johnson explained that at the May 21st Council meeting a resident stated he had found over \$100,000 in additional revenues. Upon investigation, the county tax office discovered eight parcels owned by D. R. Horton were billed incorrectly due to a software error. This has been corrected and paid. Approximately \$56,000 was collected. The Town owes Pinecroft Sedgefield Fire Department about \$19,000 and a portion will be allocated to the Capital Reserve fund. That leaves around \$35,000 or less in additional revenue for fiscal year 2023-2024, less than the resident claimed. Staff recommends not expending the \$35,000 before June 30th so it would move to Fund Balance. Due to 2010 state law changes on builder exemptions, the previously forecasted revenue for the eight parcels will be much lower in fiscal year 2024-2025. Staff does not recommend changing the proposed budget based on this.

Johnson stated Council directed the staff to look at additional cuts to programming or services to allow reduction in the proposed 5 cent tax increase needed to balance the budget. Staff suggestions are:

- Reduce two Music in the Park events - \$6,000
- Remove customer service training - \$23,000
- Remove School of Government Marketing Retreat - \$6,000
- Remove one HVAC unit from Capital Improvement Plan - \$15,000
- Remove additional funding Historic Jamestown Society - \$2,000

Johnson said these suggestions reduce proposed expenditures by roughly \$52,000 allowing a decrease from a 5 cent to a 4.5 cent tax increase.

Council Member Rayborn said that the funding for Fusion to provide recreational services could also be removed. She added that the YMCA provided similar services, and it would save the Town an additional \$10,000.

DRAFT

Council Member Wolfe suggested not funding the purchase of a snowplow for a savings of \$9,000.

Johnson requested direction from Council on how to approach the contract with the Sheriff's Department. He suggested a workshop to discuss the matter.

Council Member Wolfe made a motion to hold a workshop to discuss the contract with the Sheriff's Department on July 9th at 3 pm in the Civic Center. Council Member Rayborn made a second to the motion. The motion passed by a unanimous vote.

Council Member Glanville stated she hoped to reduce the needed tax increase by at least 2 cents but would compromise at 1 cent. She suggested that the amount of proposed COLA and merit increases provided to the staff be considered in future years. She said that the Town is the most generous in the county and is the only one proposing both a merit and a cost-of-living increase.

Johnson and Council Members discussed balancing the need to keep employee salaries current in the market and the concerns for the cost it places on citizens.

Johnson asked if the general consensus is to do the \$52,000 in cuts in addition to removing services from Fusion (10,000) and the purchase of a snowplow (\$9,000). This would bring the tax increase to 4 cents.

Council Member Rayborn made a motion to amend the budget to reduce the Music in the Park events (\$6,000), remove customer service training (\$23,000), remove School of Government Marketing retreat (\$6,000), remove HVAC from Capital Improvement plan (\$15,000), remove additional funding for Historic Jamestown Society (\$2,000), remove Fusion (\$10,000), and remove the snowplow purchase (\$9,000). Council Member Wolfe made a second to the motion. The motion passed by a unanimous vote.

Adjournment

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

The meeting ended at 10:44 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: Financial Analysis for May 2024

AGENDA ITEM #: II,D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 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 05-31-2024

During the month of May the town paid 3rd quarter animal control payment and second and third quarter fire inspection fees. Debt service payment was made on the Golf Clubhouse and Water Sewer facility, and the knuckleboom,

There was 3540 rounds of golf played in May 2024 compared to 3383 rounds played in May 2023. May 2023 had 2 bad weather days and May 2024 had 5 bad weather days. There were no closed days in May 2023 and no closed days in May 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 - 5/31/2024**

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	\$ 3,536,530	\$ 3,593,326	\$ (56,796)	101.61%	\$ 3,050,224
MOTOR VEHICLE FEES	114,000	55,110	58,890	48.34%	-
SALES TAXES/HOLD HARMLESS	1,050,000	695,659	354,341	66.25%	1,055,284
UTILITIES SALES TAXES	295,290	163,118	132,172	55.24%	311,875
GRANTS FROM GUILFORD COUNTY	55,500	55,500	-	100.00%	55,500
GARBAGE & RECYCLING FEES	245,000	230,677	14,323	94.15%	206,071
POWELL BILL	115,000	119,978	(4,978)	104.33%	107,489
STORMWATER FEES	50,000	85,015	(35,015)	170.03%	-
GOLF COURSE FEES	1,089,290	1,167,861	(78,571)	107.21%	1,210,484
RECREATION FEES	22,000	30,736	(8,736)	139.71%	24,475
INVESTMENT EARNINGS	210,000	206,479	3,521	98.32%	155,215
INSURANCE OF INSTALLMENT PURCHASE FINANCING	344,000	322,186	21,814	93.66%	-
OTHER REVENUES	403,280	420,532	(17,253)	104.28%	1,693,641
TRANSFER FROM GENERAL CAPITAL RESERVE FUND	75,000	72,108	2,892	96.14%	74,931
BALANCING APPROPRIATION	727,944	-	727,944	0.00%	-
	\$ 8,332,834	\$ 7,218,286	\$ 1,114,548	86.62%	\$ 7,945,189

CAPITAL RESERVE FUND (FUND 11)

	CURRENT BUDGET	ACTUAL TO DATE	ENCUMBRANCES TO DATE	Y-T-D % SPENT	FYE 06/30/23 PRIOR YEAR ACTUAL TO DATE
REVENUE					
INTEREST	\$ 100	\$ 332	\$ (232)	331.61%	\$ 67
TRANSFER FROM GENERAL FUND	125,000	145,628	(20,628)	116.50%	124,921
	\$ 125,100	\$ 145,959	\$ (20,859)	116.67%	\$ 124,987

EXPENDITURES & ENCUMBRANCES (FUND 10)

	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	\$ 144,237	\$ 56,783	\$ 47,095	\$ 40,359	72.02%	\$ 124,716
ADMINISTRATION	1,119,848	894,888	19,999	204,960	81.70%	831,980
PLANNING	258,070	204,487	13,550	40,033	84.49%	224,233
BUILDINGS & GROUNDS	385,985	280,092	35,578	70,315	81.78%	383,952
PUBLIC SAFETY	524,100	240,603	8,338	275,159	47.50%	439,450
FIRE	873,000	867,548	2,888	2,564	99.71%	873,896
STREET	419,894	241,141	79,020	99,732	76.25%	274,381
POWELL BILL	-	-	-	-	0.00%	290,051
STORMWATER	58,400	44,133	13,296	971	98.34%	-
SANITATION	547,080	385,890	34,398	126,792	76.82%	1,486,759
RECREATION	612,288	529,974	10,942	71,372	88.34%	488,375
GOLF COURSE MAINTENANCE	1,865,440	1,245,628	37,285	582,528	68.77%	1,094,468
GOLF SHOP	737,085	511,441	31,894	193,751	73.71%	774,312
DEBT SERVICE	377,337	284,074	-	93,263	75.28%	350,224
OTHER FINANCE USES	410,070	201,128	-	208,942	49.05%	176,839
	\$ 8,332,834	\$ 5,987,810	\$ 334,282	\$ 2,010,742	75.87%	\$ 7,813,635

EXPENDITURES & ENCUMBRANCES (FUND 11)

	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 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	\$ -	\$ 52,992	57.64%	\$ 74,931

WATER & SEWER FUND

	FYE 06/30/23		PRIOR YEAR		
	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	ACTUAL TO DATE
REVENUES (FUND 30)					
WATER CHARGES	\$ 980,000	\$ 920,830	\$ 69,170	93.01%	\$ 955,863
SEWER CHARGES	3,000,000	3,232,258	(232,258)	107.74%	2,876,362
INVESTMENT EARNINGS	303,100	427,681	(124,581)	141.10%	294,448
OTHER REVENUES	56,100	79,302	(23,202)	141.36%	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	2,694,080	-	2,694,080	0.00%	-
	\$ 7,161,680	\$ 4,778,448	\$ 2,383,232	66.72%	\$ 4,334,322

RANDLEMAN RESERVOIR CAPITAL RESERVE FUND (FUND 60)

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	ACTUAL TO DATE
REVENUE					
INVESTMENT EARNINGS	\$ 8,000	\$ 21,004	\$ (13,004)	262.55%	\$ 18,954
TRANSFER FROM ENTERPRISE FUNDS	17,000	32,100	(15,100)	188.82%	32,100
APPROPRIATED NET ASSETS	93,400	-	93,400	0.00%	-
	\$ 118,400	\$ 53,104	\$ 65,296	44.85%	\$ 51,054

WATER AND SEWER CAPITAL RESERVE FUND (FUND 61)

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	ACTUAL TO DATE
REVENUE					
TRANSFER FROM W/S-SYSTEM DEVELOPMENT FEES	\$ -	\$ -	\$ -	0.00%	\$ 18,500
INVESTMENT EARNINGS	1,000	3,659	(2,659)	365.87%	1,248
TRANSFER FROM ENTERPRISE FUNDS	500,000	454,937	45,063	0.00%	430,516
	\$ 501,000	\$ 458,596	\$ 42,404	91.54%	\$ 450,264

EXPENDITURES & ENCUMBRANCES (FUND 30)

	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	FYE 06/30/23 PRIOR YEAR ACTUAL TO DATE
PERSONNEL	\$ 1,258,200	\$ 1,092,938	\$ 46	\$ 165,216	86.87%	\$ 1,074,930
WATER PURCHASES	420,000	256,212	159,057	4,731	98.87%	336,936
SEWER TREATMENT	769,500	665,579	-	103,921	86.50%	614,910
DEBT SERVICE	252,003	241,940	2,000	8,063	96.80%	244,322
CONTRACT SERVICES & MAINTENANCE	450,330	318,104	111,895	20,331	95.49%	512,755
CAPITAL	2,920,300	314,795	27,495	2,578,010	11.72%	1,534,142
TRANSFER TO OTHER FUNDS	517,000	487,037	-	29,963	94.20%	481,116
OTHER OPERATING EXPENDITURES	574,347	283,445	72,974	217,928	62.06%	313,971
	\$ 7,161,680	\$ 3,660,049	\$ 373,467	\$ 3,128,164	56.32%	\$ 5,113,082

RANDLEMAN RESERVOIR CAPITAL RESERVE FUND (FUND 60)

	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	FYE 06/30/23 PRIOR YEAR ACTUAL TO DATE
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)

	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	FYE 06/30/23 PRIOR YEAR ACTUAL TO DATE
RESERVE FOR FUTURE EXPENDITURES	\$ 501,000	\$ -	\$ -	\$ 501,000	0.00%	\$ -
	\$ 501,000	\$ -	\$ -	\$ 501,000	0.00%	\$ -



Town of Jamestown
 FINANCIAL SUMMARY REPORT
 As of May 31, 2024

CAPITAL PROJECTS

	Fund (#18) Oakdale Sidewalk Ph 3 Capital Project	Fund (#20) Recreational Maint Facility Capital Project	Fund (#21) Oakdale Sidewalk Ph 2 Capital Project	Fund (#23) Penny Road Sidewalk Capital Project	Fund (#24) Sidewalk Project Guilford County ARPA Capital Project
Life to Date Revenues & Other Financin	219,028	1,079,352	79,589	51,000	2,294,795
% of budget received	32%	100%	40%	4%	100%
Life to Date Expenditures	103,987	946,088	49,486	-	26,000
% of budget expended	15%	88%	25%	0%	1%

	Fund (#25) Stormwater Project Guilford County ARPA Capital Project	Fund (#26) Parks and Rec PARTF Guilford County ARPA Capital Project	Fund (#27) Parks and Rec AFP Guilford County ARPA Capital Project
Life to Date Revenues & Other Financin	265,500	430,410	600,000
% of budget received	100%	100%	100%
Life to Date Expenditures	265,500	6,563	-
% of budget expended	100%	2%	0%



Town of Jamestown
FINANCIAL SUMMARY REPORT
 As of May 31, 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	37,859	5/7/2025	2024/2025
Golf Clubhouse Renovation	<u>233,358</u>	11/3/2027	2027/2028
	<u>\$ 271,217</u>		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	<u>\$ 174,968</u>	11/3/2027	2027/2028



**Town of Jamestown
Financial Summary Report
as of May 31, 2024**

CASH BALANCES	
Petty Cash	\$ 1,350
Operating Cash	3,343,309
Certificates of Deposit	3,029,939
Money Market Accounts - First Bank	996,639
North Carolina Capital Management Trust	<u>11,054,054</u>
	<u>\$ 18,425,291</u>
Reservations of cash:	
Cash reserved for Randleman Reservoir	\$ 412,266
Cash reserved by Powell Bill for street improvements	462,238
General Capital Reserve Fund	126,134
Oakdale Sidewalk Phase 3	114,443
Oakdale Sidewalk Phase 2	30,103
Penny Road Sidewalk Capital Project	51,000
Recreational Maintenance Facility Capital Project	61,874
Water Sewer Capital Reserve Fund	<u>1,776,341</u>
	<u>\$ 3,034,399</u>
Cash by Fund:	
General	\$ 5,669,888
General Capital Reserve Fund	126,134
Oakdale Sidewalk Phase 3	114,443
Oakdale Sidewalk Phase 2	30,103
Penny Road Sidewalk Capital Project	51,000
Recreational Maintenance Facility Capital Project	61,874
Water/Sewer	10,183,242
Randleman Reservoir	412,266
Water/Sewer Capital Reserve Fund	<u>1,776,341</u>
	<u>\$ 18,425,291</u>
Cash by Bank:	
NCCMT	\$ 11,054,054
Pinnacle Bank	5,343,309
First Bank	2,026,578
	<u>\$ 18,423,941</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 Glanville

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Budget Amendment #17

AGENDA ITEM #: II.E.

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 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 for year end. The budget amendment also includes Pinecroft Sedgefield Fire Contract pass through for additional Ad Valorem taxes received, the sale of the 2007 leaf collection truck, and to record system development fees for Water Sewer fund.

ATTACHMENTS: Budget Amendment #17

RECOMMENDATION/ACTION NEEDED: Approve Budget Amendment #17

BUDGETARY IMPACT: none - entries should offset each other

SUGGESTED MOTION: Approve Budget Amendment #17

FOLLOW UP ACTION NEEDED: N/A

FYE 6/30/24
BUDGET AMENDMENT #17

Fund 10:

		Debit	Credit
a.	Lease Principal Payments	10-8000-7101 13,778.00	
	Lease Interest	10-8000-7201 342.00	
	Copier leases		846.00
	Recreation equipment leased		3,255.00
	Golf Equipment leased		6,390.00
	Golf Equipment		316.00
	Golf Equipment		10-6301-4300 3,313.00
	To adjust budgets for GASB87 leases/principal & interest		
b.	Subscription Principal	10-8000-7102 13,123.00	
	Subscription Interest	10-8000-7202 408.00	
	Data Processing Services		10-4200-3800 3,639.00
	Data Processing Services		10-4900-3800 463.00
	Data Processing Services		10-6200-3800 2,012.00
	Data Processing Services		10-6300-3800 3,634.00
	Data Processing Services		10-6301-3800 3,792.00
	Data Processing Services		10-4100-3800 1.00
	To adjust budgets for GASB96 subscriptions/principal & interest		
c.	Bank Merchant Fees	10-6200-3960 3,000.00	
	Bank Merchant Fees	10-6301-3960 6,500.00	
	Data Processing Services	10-6200-3800 5,000.00	
	Data Processing Services	10-6300-3800 4,500.00	
	Data Processing Services	10-4200-3800 2,100.00	
	Other Contracted Services	10-4900-4990 5,000.00	
	Insurance	10-4200-1011 4,000.00	
	Professional Services	10-4900-1019 2,000.00	
	Communications	10-5000-3200 1,000.00	
	Utilities	10-5600-3300 18,000.00	
	Landfill Fees	10-5600-3940 1,000.00	
	Insurance	10-5600-1011 2,000.00	
	Salaries	10-6200-1000 5,000.00	
	FICA	10-6200-1009 1,000.00	
	Retirement	10-6200-1010 1,000.00	
	Insurance	10-6200-1011 2,000.00	
	401K	10-6200-1017 1,000.00	
	Retirement	10-6301-1010 2,000.00	
	Insurance	10-6301-1011 3,000.00	
	Sales and Use Tax Paid	10-6301-4311 8,500.00	
	Credit Card Administration Fees		10-3765 9,500.00
	Ad Valorem Taxes		10-3100 54,600.00
	Green Fees		10-3600 5,000.00
	Golf Shop Concessions Sales		10-3660 8,500.00
	To adjust revenues/expenses for year end and GASB 96 and 87		
d.	Pinecroft Sedgefield Fire Contract	10-5300-4900 19,000.00	
	Ad Valorem Taxes		10-3100 19,000.00
	Pass thru for additional Ad Valorem Taxes		
e.	Capital Outlay-Equipment	10-5600-5500 12,300.00	
	Sale of Fixed Assets		10-3835 12,300.00
	Sale of 2007 leaf collection truck		
Fund 30:			
a.	Lease Principal Payments	30-7100-7101 420.00	
	Lease Interest	30-7100-7201 21.00	
	Copier leases		30-7100-4300 441.00
	To adjust budgets for GASB87 leases/principal & interest		
b.	Subscription Interest	30-7100-7202 98.00	
	Data Processing Services		30-7100-3800 98.00
	To adjust budgets for GASB96 subscriptions/principal & interest		
c.	Transfer to Other Funds	30-7100-8600 16,300.00	
	System Development Fees to be transferred		30-3742 16,300.00
	System development fees for FY 23-24		

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: Public Hearing on Annexation of 1905 1915 and 1903 Guilford College Rd

AGENDA ITEM #: IV-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 2024

ESTIMATED TIME FOR DISCUSSION: 20 min

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Planning Director

SUMMARY:

Under GS 160A-31, the Town has received a petition for annexation for the properties located at 1905 1915 and 1903 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 Council set a public hearing date for the consideration of the annexation of the parcels located at 1905 1915 & 1903 Guilford College Road for the June 25, 2024, regular meeting at 6pm in the Civic Center.

ATTACHMENTS: Certificate of Sufficiency, Resolution fixing a date for public hearing, Annexation Petition, Ordinance

RECOMMENDATION/ACTION NEEDED: Adopt/Deny the Ordinance to Extend the Corporate Limits for the Annexation

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to adopt/deny the ordinance to extend the corporate limits for the annexation of 1905 1915 and 1903 Guilford College Road.

FOLLOW UP ACTION NEEDED: Staff update zoning map as needed



Settled 1752
JAMESTOWN
NORTH CAROLINA

CERTIFICATE OF SUFFICIENCY

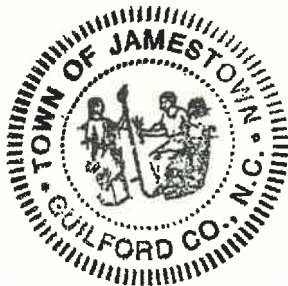
To the Town Council of the Town of Jamestown, North Carolina,

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



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:

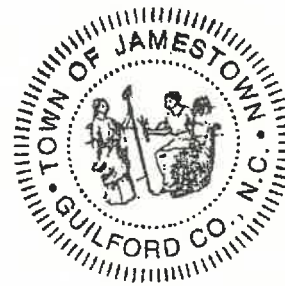
(See attached metes and bounds description and map)

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





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.)

	<u>Print or Type Name and Address</u>	<u>Do you declare vested rights?*</u> (Indicate yes or no.)	<u>Signature</u>
1.	<u>Jamestown Equestrian Center LLC</u> <u>411 E Main Street</u> <u>Jamestown, NC 27282</u>	<u>No</u>	<u>[Signature]</u>
2.	_____	_____	_____
3.	_____	_____	_____

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: (SGL)
I, Elizabeth T. Greeson a notary public in and for the state and county aforesaid, do hereby certify that William G. Klagsdale 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. Greeson Printed Name of Notary: Elizabeth T. Greeson



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

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE TOWN OF JAMESTOWN, NORTH CAROLINA**

WHEREAS, the Town Council has been petitioned under G.S. 160A-31 to annex the area described below; and

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

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at the Town Hall at 6:00 pm on June 25, 2024, after due notice by publication on June 5, 2024; and

WHEREAS, the Town Council finds that the petition meets the requirements of G.S. 160A-31;

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

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the Town of Jamestown as of June 25, 2024.

LEGAL DESCRIPTION FOR 1905 1915 and 1903 GUILFORD COLLEGE ROAD
JAMESTOWN TOWNSHIP~GUILFORD COUNTY NORTH CAROLINA
Deed Book 007792 Page 02781-02783

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.

Section 2. Upon and after June 25, 2024, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Jamestown and shall be entitled to the same privileges and benefits as other parts of the Town of Jamestown. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the Town of Jamestown shall cause to be recorded in the office of the Register of Deeds of Guilford County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Guilford County Board of Elections, as required by G.S. 163-288.1.

Section 4. Notice of adoption of this ordinance shall be published once, following the effective date of annexation, in a newspaper having general circulation in the Town of Jamestown.

Adopted this _____ day of _____, 2024.

Mayor S. Lynn Montgomery

ATTEST:

APPROVED AS TO FORM:

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

Beth Koonce, Town Attorney

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: Public Hearing on Rezoning of 1905 1915 and 1903 Guilford College Road

AGENDA ITEM #: IV-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 2024

ESTIMATED TIME FOR DISCUSSION: 40 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 parcels located at 1905 1915 and 1903 Guilford College Road for the June 25, 2024, regular Council meeting at 6pm in the Civic Center.

Attached you will find a copy of the rezoning application, revised sketch plan, and a staff report. At the April 8, 2024 Planning Board meeting, the Planning Board voted unanimously to deny recommendation 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, Revised Sketch Plan, and Staff Report

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

BUDGETARY IMPACT:

SUGGESTED MOTION: Move to approve/deny rezoning of the parcels located at 1905 1915 and 1903 Guilford College Road from SFR to CZ-MFR with the conditions restricting the uses of the property as presented. (Council will also adopt a consistency statement) +

FOLLOW UP ACTION NEEDED: Staff update zoning map as needed



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 PROEPERTY.**
- 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: DAVID B COE
PO Box 36 WALLBURG NC 27373
 Street Address or P.O. Box City/State/Zip Code
336 769 4673 coe40@gmail.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: Jamestown Equestrian Center LLC
411 E Main Street Jamestown, NC 27282
 Street Address or P.O. Box City/State/Zip Code
704 906 6373
 Home/Work Phone Number Mobile Number Email will@blackpowder-smokehouse.com

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: 7/9/24
 I, THE UNDERSIGNED, AM AN OWNER OF THE ABOVE-DESCRIBED PARCEL(S) AND I AM LEGALLY AUTHORIZED TO MAKE THIS APPLICATION FOR REZONING, HAVING THE PERMISSION OF ALL OTHER OWNERS (IF ANY).
 Owner Signature: [Signature] Date: 2/20/24

NOTARY STATEMENT:

State of North Carolina County of Covington to wit (SE)

I, Elizabeth T. Greeson a notary public in and for the state and county aforesaid, hereby certify that William G. Ragsdale 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, 2028
 Given under my hand this 9th Day of February, 2024
 Notary Signature Elizabeth T. Greeson Printed Name of Notary: Elizabeth T. Greeson



Permit Information					
Owner Requests Rezoning of the Following Parcel(s):					
Parcel #1:	159062	Parcel Size:	4	1903 Guilford College Rd, Jamestown, NC 27282	
	Tax Map ID		Acres/Square Ft	Street Address	
Current Parcel Zoning:	SFR		Request to Rezone to: CZ-MFR		
Current Parcel Use:	Agricultural	Commercial	Industrial	Residential	Vacant/Unused
Owner Requests Rezoning of the Following Parcel(s):					
Parcel #2:	159061	Parcel Size:	15.06	1905 1915 Guilford College Rd, Jamestown, NC 27282	
	Tax Map ID		Acres/Square Ft	Street Address	
Current Parcel Zoning:	SFR		Request to Rezone to: CZ-MFR		
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.

N/A

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.		
SEE ATTACHED		
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	

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?

We are requesting rezoning for this property from single family residential to conditional multifamily residential because we would like to develop a townhome community.

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

Currently, the site has a bit of terrain, sloping from the front and back to the middle of the site. This site is partially wooded with a mixture of trees and pastures with a house and barns. After development, the site will have attached townhome dwellings.

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

N/A

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).

There are residential homes around this site including attached townhomes and detached single family dwellings. Due to the landscape buffering we are proposing, we believe there will be minimal impact regarding noise, light, and environment. Regarding traffic, the impact should be minimized due to the low number of units

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

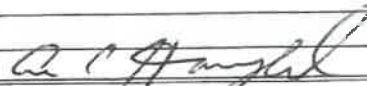
The proposed community will be available for empty nesters, so the impact on schools should be diminished. Traffic generation and impact on infrastructure, such as water/wastewater systems, should be less as the number of occupants for these townhomes is expected to be lower than traditional single family homes

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.

There is the potential need for permitting from some state agencies such as NCDOT, NCDENR and Army Corp of Engineers.

For Town Use Only

Date Application Received:

2/12/2024 

Town of Jamestown, North Carolina

301 E. Main St.

Jamestown, NC 27282

(336) 454-1138

Guilford County, NC



Parcel Number	159062	Total Out Building Value	4600
PIN	7822791232	Total Land Value	165600
Owner	JAMESTOWN EQUESTRIAN CENTER LLC	Total Deferred Value	0
Mail Address	411 E MAIN ST	Bldg Card	1
Mail City	JAMESTOWN	Appraisal Model Code	1
Mail State	NC	Deed Data	3/11/2016
Mail Zip	27282	Neighborhood	7822A12
Property Address	1903 GUILFORD COLLEGE RD	Property Type	RESIDENTIAL
Legal Description	4 AC PB43-66 CHADWICK PL:43-66	Structure Size	1418
Deed	007792-02781	Lot Size	4
Plat	43-66	Year Built	1948
Condo		Bedrooms	2
Total Assessed	295900	Bathrooms	1
Total Building Value	125700	Grade	B 125%



Disclaimer: While every effort is made to keep information provided over the internet accurate and up-to-date, Guilford County does not certify the authenticity or accuracy of such information. No warranties, express or implied, are provided for the records and/or mapping data herein, or for their use or interpretation by the User.

Map Scale
1 inch = 333 feet
 1/29/2024

Guilford County, NC



Base Layers

GC_Centerline

Parcels



Parcel Number	159061	Total Out Building Value	22300
PIN	7822782991	Total Land Value	602400
Owner	JAMESTOWN EQUESTRIAN CENTER LLC	Total Deferred Value	0
Mail Address	411 E MAIN ST	Bldg Card	
Mail City	JAMESTOWN	Appraisal Model Code	
Mail State	NC	Deed Data	3/11/2016
Mail Zip	27282	Neighborhood	7822A12
Property Address	1905 1915 GUILFORD COLLEGE RD	Property Type	RESIDENTIAL
Legal Description	15.06 AC TR 3 PB 43-66 CHADWICK PL:43-66	Structure Size	
Deed	007792-02781	Lot Size	15.06
Plat	43-66	Year Built	
Condo		Bedrooms	
Total Assessed	624700	Bathrooms	
Total Building Value	0	Grade	



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Map Scale
1 inch = 500 feet
 1/29/2024

Jamestown Equestrian Center LLC - Rezoning

Adjoining Property Owner	Street Address of Adjoining Property	Tax Map Numbers
NGUYEN, KHANH T;NGUYEN, JANIE K	1806 Guilford College Rd, Jamestown, NC 27282	158759
CHURCH OF GOD OF PROPHECY OF NORTH CAROLINA INC	1812 Guilford College Rd, Jamestown, NC 27282	225088
SPENCER, BONNIE P;SPENCER, HAROLD W JR	1815 Guilford College Rd, Jamestown, NC 27282	159063
LOVE, PATRICK F;LOVE, LEANN H	99 Chadwick Dr, Jamestown, NC 27282	159064
CULLEN, TAREY J;CULLEN, SANDRA F	101 Chadwick Dr, Jamestown, NC 27282	159065
WAGNER, KEITH J;WAGNER, JENNIFER H	102 McFarland Ct, Jamestown, NC 27282	159066
DAMERON, MATTHEW;DAMERON, RACHEL	105 McFarland Ct, Jamestown, NC 27282	159067
BOWMAN, JAMES ROBERT;BOWMAN, JILL S	201 Chadwick Dr, Jamestown, NC 27282	159068
FISHER, DAVID M SR;FISHER, MAXINE S	203 Chadwick Dr, Jamestown, NC 27282	159069
MESSER, GIDEON THOMAS;MESSER, REBEKAH LYNN	205 Chadwick Dr, Jamestown, NC 27282	158760
MACKAY ROAD LLC	5281 Mackay Rd, Jamestown, NC 27282	235862
WOODY, NATHANIEL BRIAN;ALLEN, JAMIE CHRISTINA	6308 Hickory Hollow Rd, Jamestown, NC 27282	159053
BLUE, SCOTT DOUGLAS;BLUE, JAN BOLING	6310 Hickory Hollow Rd, Jamestown, NC 27282	159052
HEBARD, CHARLES PERRY;HEBARD, JANE LYNN	6312 Hickory Hollow Rd, Jamestown, NC 27282	159051
JAMES, EMMA D	6314 Hickory Hollow Rd, Jamestown, NC 27282	159050
PHAM, THANH QUOC;NGUYEN, KIM HONG THI	6316 Hickory Hollow Rd, Jamestown, NC 27282	159049
RUSH, HAROLD	1916 Guilford College Rd, Jamestown, NC 27282	158767
FRISCIA, JOSEPH R;NGUYEN, JANIE K	1912 Guilford College Rd, Jamestown, NC 27282	225089
FRISCIA, JOSEPH R;NGUYEN, JANIE K	1910 Guilford College Rd, Jamestown, NC 27282	158761

ZONING SKETCH PLAN FOR JAMESTOWN EQUESTRIAN CENTER

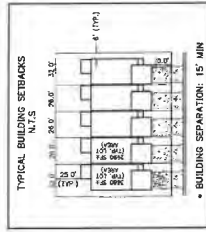
TOWN OF JAMESTOWN
GUILFORD COUNTY - NORTH CAROLINA

JOB No. 2024-007
FEBRUARY, 2024
REVISED JUNE 2024

OWNER
JAMESTOWN EQUESTRIAN CENTER, LLC
1903, 1905 & 1915 GUILFORD COLLEGE ROAD
JAMESTOWN, NC 27282

SITE DATA
PARCEL No. 19091 & 19092
EXISTING ZONING: RESIDENTIAL
PROPOSED ZONING: CE-MR
ALLOWED DENSITY: 4.3 UNITS/AC (MAX)
PROPOSED DENSITY: 4.3 UNITS/AC
TOTAL SITE AREA: 18.70 AC
TOTAL LENGTH OF ROAD A: 2165 LF ±
TOTAL LENGTH OF ROAD X: 897 LF ±
TOTAL LENGTH OF ROAD C: 202 LF ±
WATERSHED: LITTLE RAINLEMAN LAKE (BWA)

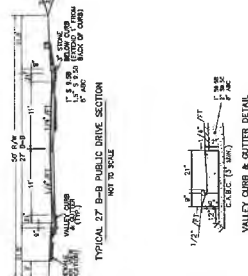
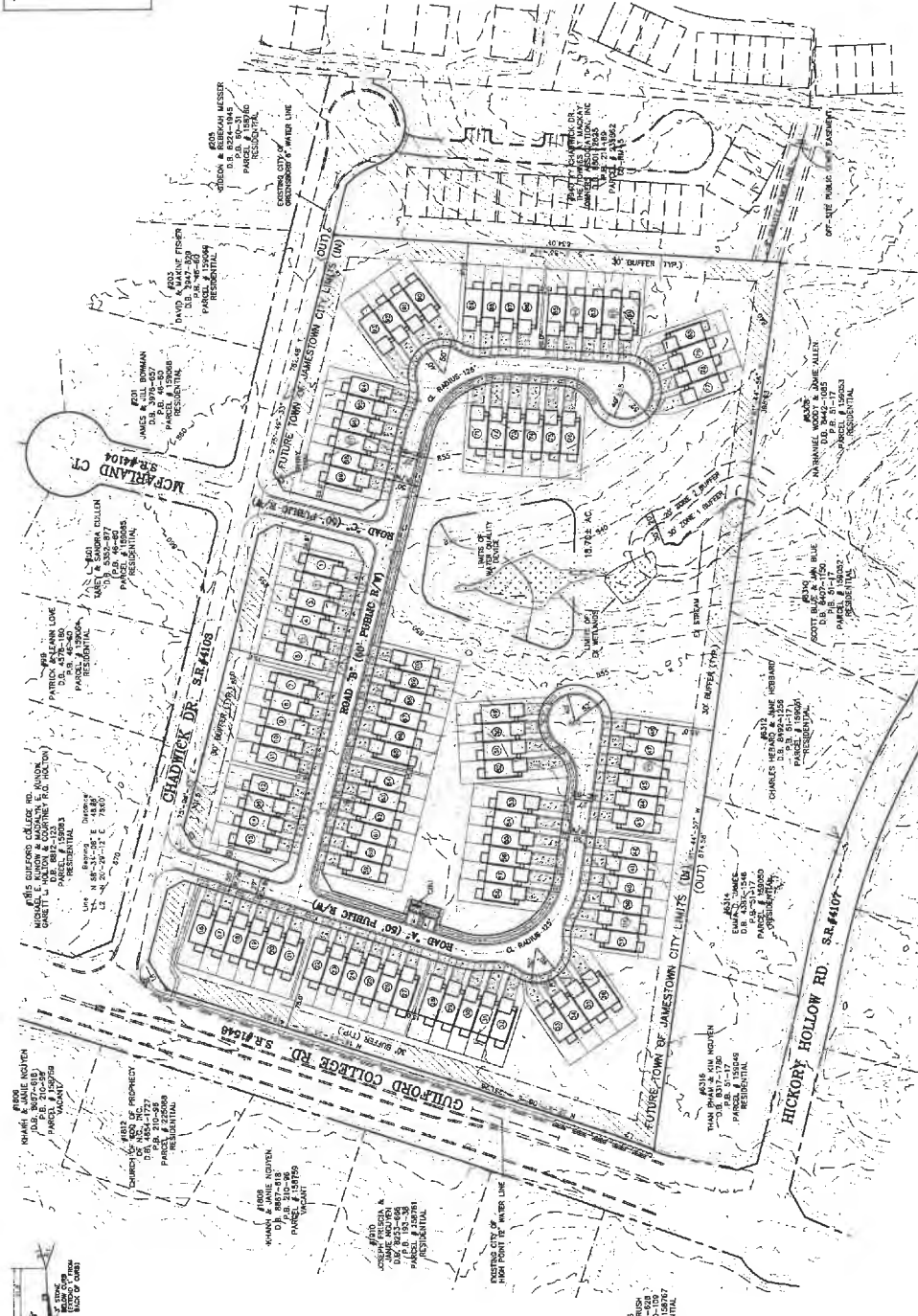
- SITE NOTES**
- The S' sidewalk along Guilford College Road shall be allowed to encroach to a minimum of 4' with to the centerline of the road. The sidewalk shall be paved and may in some areas receive pedestrian traffic. A public access statement with the buffer area adjacent to Guilford College Road.
 - Efforts will be made to save mature trees within the site. A tree inventory shall be conducted during preparation of grading and landscape plans.
 - Primary siding shall not be shy.



60' 40' 0 80' 160'
SCALE: 1" = 80'

JAMESTOWN ENGINEERING GROUP, INC.
CONSULTING ENGINEERS
117 S. MAIN STREET
JAMESTOWN, NC 27282
Telephone: (336) 881-8223
Fax: (336) 881-8224
C - 0082

- Zoning Conditions:**
- With cooperation and permission from the property owner at 1808 Hickory Hollow Rd, all property, including the easement shall perform a hydrographic survey of the water feature at the site.
 - Building height = 2 stories maximum.
 - Use: Multi-family Residential/Townhomes - No Apartments.
 - Use: Traffic, access and roadway improvements. No traffic impact study shall be required.
 - A 5' sidewalk with 2' grass strip shall be provided along Guilford College Road (See site note #1).
 - Driveways shall be installed along Guilford College Road. No sidewalk or curb and gutter shall be installed along Orchard Drive. (See site note #2).
 - All interior streets shall be installed in conformance with Town of Jamestown standards, with a minimum width of 20 feet.
 - A term, minimum 4' in height and 30' wide with a greater than Type C Town of Jamestown landscaping buffer shall be installed along Guilford College Road.
 - Extensions of facilities owned by either the Town of Jamestown from their existing water line, sewer line, storm water line, high voltage power line, gas line, or other utility lines shall be installed in conformance with the City of Jamestown standards. Due to the increasing water and sewer rates associated with the use of these existing public facilities, the source of water to the site shall be provided by a private well. A hydrogeological study shall be conducted to determine if the site is suitable for a private well. A water supply analysis containing the North Carolina public water supply requirements and standards.







Planning Board Hearing Date: March 11, 2024
 Continuation: April 8, 2024
 Town Council Hearing Date: June 25, 2024

GENERAL INFORMATION

Applicant: David B. Coe
 PO Box 36
 Wallburg, NC 27373

Request: Request for rezoning of the following parcels:
 • 1903 Guilford College Rd, (Parcel # 159062) 4 +/- acres, from SFR to CZ-MFR
 • 1905 1915 Guilford College Rd, (Parcel #159061) 15.06 +/- acres, from SFR to CZ-MFR

Conditions: See attached site plan.

Location: 1903, 1905 1915 Guilford College Rd

Parcel ID#: Parcel #159062 and 159061

Public Notice: Notice of Public Hearing mailed June 7, 2024

Tract Size: Total of all tracts is approximately 18.704 +/- acres per survey

Topography: Primarily flat with a slope to southeastern corner

Vegetation: Primarily field with wooded area in center and southeast corner of property

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: Equestrian Center - provides boarding, lessons, and training.

Adjacent Uses:

Direction	Adj. Zoning	Adj Land Uses
North	SFR	Single Family Residential
South	SFR	Single Family Residential
East	CD-RM-5*	Conditional District* - Residential Multi-family 5 (Greensboro)
West	SFR	Single Family Residential

*Conditions for the CD-RM-5 Parcel (Pulte Townhomes-Greensboro): 1. Only residential uses permitted 2. Maximum of 20 residential dwellings accessing Chadwick Dr for vehicular ingress and egress 3. No structures shall be located within 35 feet of the western property line

Zoning History:

Case #	Date	Summary
2024-01	4/8/2024	Planning Board Recommended Denial at the April 8, 2024 Planning Board Public Hearing

REQUESTED ZONING – Conditional Zoning – Multi Family Residential (CZ-MFR)

LDO 8.3(D) – “The Multi-Family Residential District (MFR) ensures the conformity of existing multifamily residential neighborhoods and provides for the development of new multi-family residential neighborhoods in a pattern that encourages the wise use of land. Allowed building/lot types in the Multi-Family District are attached house and

multifamily. Neighborhoods in this district consist primarily of currently existing multi-family developments. Standards for the Multi-Family Residential District ensure that new development maintains the character of the community. The Multi-Family Residential District permits the completion and conformity of existing multi-family residential subdivisions already existing or approved in preliminary plat or sketch plan form by the Town of Jamestown prior to the effective date of these regulations. For new subdivisions or multi-family developments, the Town encourages the clustering of development and protection of open space through the use of the Cluster Development Overlay District.”

Conditions (Updated from Sketch Plan V3, submitted 06/13/24):

1. With cooperation and permission from the property owner at 6308 Hickory Hollow Rd, Jamestown, NC 27282, the developer shall perform a bathymetric survey of the water feature at said property.
2. Maximum number of units = 99
3. Building Height = 2 story maximum
4. Use: Multifamily Residential/Townhome - No Apartments
5. All installations shall be in conformance with N.C. Department of Transportation regulations for traffic, access and roadway improvements. No traffic impact study shall be required.
6. A 5' sidewalk with 2' grass strip shall be provided along Guilford College Road (See site note #1).
7. In an effort to preserve the appearance of Chadwick Drive, no sidewalk or curb and gutter shall be installed along Chadwick Drive. (See site note #2).
8. All interior streets shall be provided in conformance with Town of Jamestown standards, with a minimum centerline radius of 125' allowed at off-set bulbs.
9. A berm, minimum 4' in height and 30' wide, with a greater than Type C Town of Jamestown landscaping buffer shall be installed along Guilford College Road.
10. The Town of Jamestown shall permit alternatives for public water service to this site that include extensions of facilities owned by either the Town of Jamestown from their existing water line located at Mackay Road, the City of High Point from their existing water line located in Guilford College Road, or the City of Greensboro. Due to the many unknown variables and regulations associated with the use of these existing public facilities, the source of water to the site shall be determined by the property owner /developer based upon future feasibility analysis conforming with the North Carolina public water supply's requirements and standards.

SPECIAL INFORMATION

Overlay Districts:	N/A
Environmental:	
Watershed:	Randleman Lake General Watershed
Floodplains:	There are no floodplains on these parcels per FEMA map
Streams:	An existing stream and wetland are present in the southeastern area of the parcel.
Other:	N/A

Utilities: Public Water and Sanitary Sewer are not currently available near this site. Water would need to be accessed from the corner of Mackay and Guilford College, or through a High Point Connection through a Jamestown owned vault.

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 Table 11.3 requires six percent (6%) of lot area be preserved in a TCA. This amounts to +/- 1.12 acres.

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 +/- 1.87 acres. The tree conservation area and open space may be the same area.

Transportation:

Street Classification:	Chadwick Dr.– NCDOT, Local
Site Access:	Chadwick Dr. (NCDOT, Local) via Guilford College Rd. (NCDOT, Minor Arterial)
Traffic Counts:	Traffic Counts for Chadwick Dr are not available.

NCDOT Traffic Counts on Guilford College Rd between Hilltop Rd and Mackay Rd are:
14,000 AADT

- Sidewalks: No existing sidewalks. Extension of sidewalks will be required by the Jamestown LDO and type determined by the Comprehensive Bicycle Pedestrian Plan.
- Transit: Not currently serviced by transit.
- Traffic Impact Analysis: No TIA is required
- Street Connectivity: The draft sketch plan shows connections to Chadwick Drive. and McFarland Court. Chadwick Dr. connects to Guilford College Rd, McFarland Ct. and Lampton Ct.
- 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 “Suburban Residential”.

The Envision Jamestown Comprehensive Plan defines “Suburban Residential” as:

“The Suburban Residential land use classification is the most prevalent of the future land use classifications applied on the Future Land Use map, encompassing the majority of the planned residential neighborhoods in the community outside of the Town’s traditional core area. Although primarily developed in larger single-family residential subdivisions, this land use classification is also intended to accommodate lower intensity attached residential development in the same context, along with low intensity civic uses, such as churches. Where undeveloped land is included in this classification, it is intended to be developed in a manner similar to adjacent suburban residential development.”

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.

- Implement subdivision standards that facilitate growth in a manner that achieves the Town’s desired urban development pattern and quality of public infrastructure.

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 #4: The ability to safely walk and ride a bicycle throughout the Town is critical to maintaining our community’s high quality of life. We will ensure that our community is well-connected with the necessary infrastructure to support walking and biking as an important mode of transportation for all residents.

- Provide every neighborhood in Jamestown with connections to a pedestrian system that will allow them to walk safely to any other destination in the community.

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.
- Ensure that residents of the ETJ are included and consulted on matters that affect their neighborhoods, and encourage their participation in the social and civic life of Jamestown.

CONFORMITY WITH OTHER PLANS

Town Plans: Jamestown Comprehensive Bicycle and Pedestrian Plan: Prioritized Pedestrian Network ID#15 proposes a Sidepath on this section of Guilford College Rd. TRC requested a change from standard 5' sidewalk to 8' sidepath, applicant made the requested change. This was reverted back to 5' in 3rd version submittal.

Other Plans: N/A

Planning Board Vote and Consistency Statement

The Planning Board heard this rezoning case at the March 11, 2024 and April 8, 2024 meetings. The Public Hearing was opened at the March 11th meeting and 13 members of the public spoke. The meeting was continued to the April 8th meeting in which 14 members of the public spoke. At the April 8, 2024 meeting the Planning Board voted unanimously to recommend denial of the proposed zoning amendment. The Planning Board also unanimously adopted the following consistency statement:

1. *The proposed zoning amendment is not consistent with the adopted comprehensive plan of the Town of Jamestown.* The Planning Board finds that the proposed zoning amendment is inconsistent with the comprehensive plan because the suburban residential future land use calls for lower intensity uses to be developed in a manner similar to or adjacent to similar development and neither of these are met by this proposal.
2. *The proposed zoning amendment is not reasonable.* The Planning Board considers the proposed zoning amendment to be unreasonable because:
 - a. The report of the Town staff finding the proposed zoning amendment to be unreasonable is adopted by reference.
 - b. The Planning Board further finds that the proposed zoning amendment is unreasonable because there is a disregard for Guiding Principles that encourage design standards that enhance the quality of life in the development, are compatible with surroundings, and avoid the introduction of monotonous development styles.
3. *The proposed zoning amendment is not in the public interest.* The Planning Board considers the proposed zoning amendment to be against the public interest because:
 - a. The report of the Town staff finding the proposed zoning amendment to be against the public interest is adopted by reference.
 - b. The Planning Board further finds the proposed zoning amendment to be against the public interest because it deviates from our adopted comprehensive plan in a way that is unreasonable to approve as a conditional use.

Staff Commentary

An updated site plan and renderings was submitted on June 13, 2024 (attached). The applicant also submitted information from the Fire Marshal and NCDOT confirming approval and preference of the proposed Chadwick Drive entrances. The Technical Review Committee was unable to meet before agenda packets were compiled and posted.

This Staff Report was prepared on June 17, 2024 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: FY 24/25 Budget Adoption

AGENDA ITEM #: IV-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 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 made the annual budget presentation to the Town Council at the May 21, 2024, meeting. The Town Council continued 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, Resolution adopting CIP, & associated documents

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to adopt the FY 24/25 Budget as presented.

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

**A RESOLUTION ADOPTING A CAPITAL IMPROVEMENT PROGRAM FOR THE TOWN OF
JAMESTOWN FOR FISCAL YEARS 2024/2025 TO 2028/2029**

WHEREAS, capital planning and budgeting is central to delivery of essential services, economic development, transportation, communication, and management of quality of life; and

WHEREAS, much of what is accomplished by a local government depends on a sound long-term investment in facilities, infrastructure, and equipment; and

WHEREAS, some capital projects and items require the issuance of the debt that results in annual operating debt service repayment, as well as additional annual operating costs; and

WHEREAS, these costs should be considered when determining which capital projects and items the Town of Jamestown will pursue;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Jamestown that the Capital Improvement Program for the fiscal years 2024/2025 to 2028/2029 is hereby adopted;

BE IT FURTHER RESOLVED, that adoption of this Capital Improvement Program does not constitute approval of the projects listed therein. Each project will be evaluated individually and approval or disapproval given based on the merits of the project. The Town Council directs Town staff to use the adopted document as a guide for proceeding with the implementation of projects detail in fiscal years 2024/2025.

Adopted this the 25th day of June, 2024.

S. Lynn Montgomery, Mayor

ATTEST:

Katie M. Weiner, Assistant Town Manager/Town Clerk



BUDGET MESSAGE

Originally Submitted: May 21, 2024

Updated: June 25, 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: update website to expand functionality and ease of use, update purchasing policy for town staff, evaluate and plan for overflow parking at the Charles Turner Athletic Complex, and review historic assets and create plans to preserve and protect

them. 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 \$17,370,048 for all Town operations, capital improvements, transfers, and debt service. The total budget, excluding inter-fund transfers, amounts to \$16,270,022.

PROPOSED REVENUES:

The budget, as presented, includes a tax rate of \$.625 for the 2024-25 fiscal year. At this current tax rate, the amount of ad valorem property tax revenues is estimated to be approximately \$3,562,977, 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 \$4,350,991 or approximately 26.7% 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 8.6% 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 \$4,162,450 or approximately 25.6% 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 \$1,302,195 or 8.1% 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 \$3,726,060 or approximately 22.9% 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 (\$756,500 or 4.6%), and transfers to the Capital Reserve Fund (\$576,026 or 3.5%), make up the remaining balance of the budget.

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

Respectfully submitted,



Matthew Johnson, ICMA-CM
Town Manager



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	\$	126,025
Administration		1,103,276
Planning		222,600
Buildings and Grounds		284,200
Public Safety		528,000
Fire		882,700
Streets		748,550
Stormwater		171,600
Powell Bill		220,000
Sanitation		496,450
Recreation		851,365
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		146,926
		<hr/>
Total Appropriations	\$	<u>8,379,262</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)	\$	3,875,677
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		484,705
		<hr/>
Total Appropriations	\$	<u>8,379,262</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		75,026
		<hr/>
Total Appropriations	\$	<u>147,026</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		146,926
		<hr/>
Total Appropriations	\$	<u>147,026</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>762,700</u>
Total Appropriations	<u><u>\$ 8,224,360</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>3,316,260</u>
Total Appropriations	<u><u>\$ 8,224,360</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, 2024, and ending June 30, 2025, 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, 2024, and ending June 30, 2025:

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 \$.625 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 \$578,594,090 and the Fiscal Year 2024-2025 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 - Recommended
SUMMARY OF ALL FUNDS**

FUND	DEPARTMENT	Total Revenues and Other Financing Sources		Recommended 2024/2025	Increase / Decrease	%
		(as adopted) 2023/2024	(as amended to date) 2023/2024			
General	All	7,218,330	8,071,235	8,379,262	308,027	3.82%
General Capital Reserve		125,100	125,100	147,026	21,926	17.53%
Water/Sewer		6,437,750	7,158,580	8,224,360	1,065,780	14.89%
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	17,370,048	1,395,733	8.74%

FUND	DEPARTMENT	Total Expenditures and Other Financing Uses		Recommended 2024-2025	Increase / Decrease	%
		(as adopted) 2023/2024	(as amended to date) 2023/2024			
General	Governing	138,400	142,638	126,025	(16,613)	-11.65%
	Administration	1,114,790	1,110,609	1,103,276	(7,333)	-0.66%
	Planning	259,100	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	882,700	9,700	1.11%
	Street	351,550	351,094	468,550	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	773,365	187,453	31.99%
	Golf Course - Maintenance	1,067,650	1,037,911	1,013,650	(24,261)	-2.34%
	Golf Course - Golf Shop	748,220	722,963	711,920	(11,043)	-1.53%
	Debt Service	253,500	364,701	482,000	117,299	32.16%
	Capital outlay	369,000	1,072,731	763,000	(309,731)	-28.87%
	Transfers	12,500	180,500	146,926	(33,574)	-18.60%
	Reserve for future expenditures	176,170	65,870	-	(65,870)	100.00%
General Fund Total		7,105,830	8,071,235	8,379,262	308,027	3.82%
General Capital Reserve:						
Reserve for Future Expenditures		-	-	75,026	75,026	100.00%
Transfers		125,100	125,100	72,000	(53,100)	-42.45%
General Capital Reserve Fund Total		125,100	125,100	147,026	21,926	17.53%
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)	-28.92%
Transfers		517,000	582,100	762,700	180,600	31.03%
Water/Sewer Fund Total		6,437,750	8,558,580	8,224,360	(334,220)	-3.91%
Water/Sewer Capital Reserve:						
Transfers		1,000,000	1,000,000	-	(1,000,000)	-100.00%
Reserve for Future Expenditures		-	-	501,000	501,000	100.00%
		1,000,000	1,000,000	501,000		
Randleman Reservoir Capital Reserve:						
Transfers		118,500	118,500	118,400	(100)	-0.08%
Total Expenditures and Other Financing Uses - All Funds		14,787,180	17,873,415	17,370,048	(503,367)	-2.82%

	17,873,415	17,370,048	
Total Transfers between funds	1,891,570	1,100,026	
	<u>15,981,845</u>	<u>16,270,022</u>	excluding transfers
		288,177	increase
		2%	

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

10 GENERAL 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											
3100	AD VALOREM TAXES	2,215,141	2,240,546	2,790,610	3,421,314	3,228,950	106%	3,297,783	265,194	3,562,977	110%
3101	Interest on Ad	2,451	3,980	3,355	7,346	1,800	408%	4,100	0	4,100	227%
3102	Tax and Tag	230,387	233,158	254,134	249,380	303,300	82%	306,000	0	306,000	100%
3103	Interest on Tax	1,315	1,814	2,125	2,589	2,480	104%	2,500	0	2,500	100%
3104	MOTOR VEHICLE FEES				64,560	114,000	57%	112,470	0	112,470	98%
3105	INTEREST ON MOTOR				174	0	***%	100	0	100	****%
3230	SALES AND USE TAX	850,164	995,903	1,055,284	792,215	1,050,000	75%	1,071,000	0	1,071,000	102%
3250	Solid Waste	3,254	2,939	2,895	2,995	3,200	94%	3,200	0	3,200	100%
3256	ELECTRICITY SALES	202,151	209,854	218,420	203,368	206,000	99%	209,000	9,000	218,000	105%
3257	TELECOMMUNICATIONS	37,928	28,223	29,051	19,735	25,000	79%	26,500	0	26,500	106%
3258	PIPED NATURAL GAS	21,619	25,098	28,607	19,288	29,090	66%	32,000	0	32,000	110%
3261	VIDEO PROGRAMMING	42,574	35,481	32,902	23,324	32,000	73%	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	200,000	100%	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	18,488	15,500	119%	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	3,500	7,500	47%	7,500	0	7,500	100%
3343	REVIEW FEES	8,424	13,821	7,526	32,181	21,000	153%	15,000	0	15,000	71%
3345	INSPECTION AND	100	275	625	475	200	238%	200	0	200	100%
3346	CELL TOWER LEASE	83,001	64,862	48,831	63,553	65,500	97%	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	230,797	245,000	94%	295,000	-50,000	245,000	100%
3350	STORMWATER FEES				85,015	50,000	170%	171,600	0	171,600	343%
3351	Sales of yard				16,440	18,000	91%	0	0	0	0%
3600	GREEN FEES	551,471	582,985	618,135	624,394	550,000	114%	600,000	0	600,000	109%
3602	School Golf Fees				2,900	0	***%	0	0	0	0%
3603	Golf Now Booking			1,023	3,215	2,500	129%	3,000	0	3,000	120%
3604	Golf Now No Shows				850	0	***%	0	0	0	0%
3610	MECHANICAL CART	304,283	314,995	329,246	343,618	288,000	119%	320,000	0	320,000	111%
3620	PULL CART RENTALS	341	264	298	179	300	60%	300	0	300	100%
3650	DRIVING RANGE	58,156	64,068	61,145	87,570	65,000	135%	70,000	0	70,000	107%
3660	GOLF SHOP	90,523	102,595	107,257	98,152	75,000	131%	70,000	0	70,000	93%
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	9,080	8,000	114%	8,000	0	8,000	100%
3765	CREDIT CARD				9,856	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	206,479	210,000	98%	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	12,330	0	***%	0	0	0	0%
3836	SALES - PRO SHOP	60,200	62,241	73,455	71,666	80,000	90%	80,000	0	80,000	100%

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	Actuals				Current	%	Prelim.	Budget	Final	%
	20-21	21-22	22-23	23-24	Budget 23-24	Rec. 23-24	Budget 24-25	Change 24-25	Budget 24-25	Budget 24-25
3837 SHELTER RENTALS	3,050	6,900	4,750	7,750	7,000	111%	7,000	0	7,000	100%
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	8,540	5,500	155%	1,000	0	1,000	18%
3840 Rental Golf Sets	1,995	2,725	3,610	4,125	3,000	138%	3,000	0	3,000	100%
3841 Ball Field Rentals	11,431	13,075	19,725	24,911	15,000	166%	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%	498,505	-13,800	484,705	66%
Total Revenues	5,329,196	5,618,475	7,945,190	7,646,591	8,332,834	92%	8,158,868	220,394	8,379,262	100%

Expenditures

4100-1019 PROFESSIONAL	79,851	104,018	110,216	67,658	110,000	62%	100,000	0	100,000	90%
4100-2100 DEPARTMENT	696	1,329	2,489	1,701	2,000	85%	1,500	0	1,500	75%
4100-2200 FOOD AND	468	2,593	2,317	2,601	2,520	103%	2,750	0	2,750	109%
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			325	0%	625	0	625	192%
4100-3150 CONFERENCE FEES	300	1,975	513	1,957	2,375	82%	2,000	0	2,000	84%
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	1,055	1,000	106%	1,000	0	1,000	100%
4100-3800 DATA PROCESSING	600	635	639	785	787	100%	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	2,280	80%	2,500	0	2,500	109%
4100-3955 Permit Fees		800	800	800	1,000	80%	1,000	0	1,000	100%
4100-3970 ELECTIONS		4,660		6,591	6,600	100%	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	10,600	11,650	91%	34,650	-29,000	5,650	48%
4100-9700 CONTINGENCY					0	0%	500	0	500	*****%
4200-1000 SALARIES AND WAGES	304,383	327,060	479,753	563,499	655,000	86%	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	43,369	50,500	86%	50,500	0	50,500	100%
4200-1010 RETIREMENT EXPENSE	21,434	29,474	58,830	72,957	80,000	91%	85,000	0	85,000	106%
4200-1011 HEALTH INSURANCE	25,300	34,259	52,861	64,438	66,000	98%	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%

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	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
4200-1015 Unemployment					0	0%	376	0	376	****%
4200-1017 401K EXPENSE	9,256	11,364	23,083	26,765	30,000	89%	31,000	0	31,000	103%
4200-1019 PROFESSIONAL	15,675	13,797	22,400	17,500	20,000	88%	25,000	0	25,000	125%
4200-2100 DEPARTMENT	1,207	1,625	3,660	4,578	5,500	83%	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	1,551	3,000	52%	3,200	0	3,200	106%
4200-2900 ASSETS NOT		5,483	5,076	5,296	7,000	76%	5,000	0	5,000	71%
4200-3100 TRAVEL	5,837	12,290	4,043	16,357	15,000	109%	15,000	0	15,000	100%
4200-3150 CONFERENCE FEES	5,112	3,495	5,129	6,931	10,825	64%	13,000	0	13,000	120%
4200-3200 COMMUNICATIONS	5,926	6,266	7,681	8,220	11,400	72%	12,000	0	12,000	105%
4200-3400 PRINTING	70	441	168	265	500	53%	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	16,764	18,958	88%	3,100	0	3,100	16%
4200-3805 Subscription Fees			22,173		0	0%	12,000	0	12,000	****%
4200-3900 DRUG TESTING &			345		-438	0%	400	0	400	-91%
4200-3950 DUES AND	8,527	9,700	11,215	19,401	19,665	99%	10,000	0	10,000	50%
4200-3960 BANK AND MERCHANT		3			0	0%	0	0	0	0%
4200-3980 MISCELLANEOUS	172	807	628	299	1,000	30%	1,000	0	1,000	100%
4200-4300 EQUIPMENT RENTAL	2,726	2,811	1,428	605	3,438	18%	0	0	0	0%
4200-4400 SERVICE &	9,048	10,107	10,328	9,390	13,000	72%	20,000	0	20,000	153%
4200-4500 INSURANCE AND	750	1,210	5,998	20,077	20,250	99%	21,750	0	21,750	107%
4200-4990 OTHER CONTRACTED	25,490	38,262	39,227	38,860	70,000	56%	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	0%	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	122,168	131,200	93%	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	9,459	10,050	94%	7,300	0	7,300	72%
4900-1010 RETIREMENT EXPENSE	11,766	13,951	11,913	15,911	17,050	93%	12,500	0	12,500	73%
4900-1011 HEALTH INSURANCE	13,503	18,818	18,524	19,531	21,600	90%	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	5,983	6,400	93%	4,700	0	4,700	73%
4900-1019 PROFESSIONAL				8,667	8,000	108%	5,000	0	5,000	62%
4900-2100 DEPARTMENT	1,647	1,627	1,527	1,282	1,400	92%	1,500	0	1,500	107%
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	558	1,600	35%	750	0	750	46%
4900-2900 ASSETS NOT	3,918	5,194	2,241	1,098	4,500	24%	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	3,924	4,500	87%	3,000	0	3,000	66%
4900-3200 COMMUNICATIONS	1,915	2,052	2,299	2,395	4,100	58%	3,500	0	3,500	85%

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	20-21	21-22	22-23	23-24	Budget 23-24	Rec. 23-24	Budget 24-25	Change 24-25	Budget 24-25	Old Budget 24-25
4900-3400 PRINTING	1,064	740			700	0%	700	0	700	100%
4900-3500 REPAIRS AND		360			500	0%	500	0	500	100%
4900-3700 MARKETING /	2,671	21,474	11,695	1,135	3,000	38%	3,000	0	3,000	100%
4900-3800 DATA PROCESSING	5,612	6,072	2,365	3,516	4,970	71%	0	0	0	0%
4900-3805 Subscription Fees			9,832		0	0%	2,000	0	2,000	*****
4900-3900 DRUG TESTING &	109		119		250	0%	200	0	200	80%
4900-3950 DUES AND	3,945	7,555	4,472	3,628	3,800	95%	2,500	0	2,500	65%
4900-3980 MISCELLANEOUS	44	180	47	156	200	78%	500	0	500	250%
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	16,060	15,000	107%	52,000	0	52,000	346%
4900-4991 Telecommunications		4,000	2,000	1,000	7,500	13%	3,000	0	3,000	40%
4900-6820 First Bank Credit					1,000	0%	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	6,016	7,250	83%	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			198	123	500	25%	500	0	500	100%
5000-2142 FERTILIZER AND	474	545	498	710	800	89%	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	-708	-97	730%	2,350	0	2,350	-2422%
5000-3300 UTILITIES	18,970	14,939	16,627	13,827	33,000	42%	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				142	500	28%	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	43,140	43,250	100%	55,000	0	55,000	127%
5000-4500 INSURANCE AND	21,667	11,347	16,108	17,010	20,050	85%	25,000	0	25,000	124%
5000-4990 OTHER CONTRACTED	2,998	11,730	29,964	7,755	9,800	79%	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	189,323	205,632	92%	30,000	-15,000	15,000	7%
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	4,978	6,500	77%	10,000	0	10,000	153%
5100-4912 Sheriff off-duty	287	1,014	1,068	2,123	3,600	59%	4,000	0	4,000	111%
5100-4920 ANIMAL CONTROL	10,449	12,265	10,040	8,709	14,000	62%	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	696,366	866,154	874,472	856,000	102%	865,700	0	865,700	101%
5300-4990 OTHER CONTRACTED		2,898			0	0%	0	0	0	0%

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	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
5300-5500 CAPITAL OUTLAY	2,039	2,971			0	0%	0	0	0	0%
5300-9700 CONTINGENCY					200	0%	0	0	0	0%
5600-2100 DEPARTMENT	1,128	5,886	1,442	3,873	6,500	60%	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	2,430	2,500	97%	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	18,584	21,700	86%	12,500	0	12,500	57%
5600-3300 UTILITIES	120,006	163,497	171,241	178,386	182,000	98%	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				330	1,000	33%	1,200	0	1,200	120%
5600-3940 LANDFILL				314	500	63%	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	2,804	6,500	43%	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	72,238	105,844	68%	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	5,258	7,500	70%	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				39,873	48,000	83%	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	112,758	137,500	82%	160,000	0	160,000	116%
5800-1003 LONGEVITY PAY	978	1,260	976	1,144	1,200	95%	2,200	0	2,200	183%
5800-1009 FICA EXPENSE	7,430	5,972	6,095	8,600	10,500	82%	10,500	0	10,500	100%
5800-1010 RETIREMENT EXPENSE	10,239	9,162	9,964	14,682	16,700	88%	18,500	0	18,500	110%
5800-1011 HEALTH INSURANCE	28,834	22,678	20,255	29,464	30,600	96%	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	5,596	6,300	89%	7,000	0	7,000	111%
5800-2100 DEPARTMENT	1,845	1,399	113,619	46,471	49,300	94%	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	3,974	12,000	33%	12,000	0	12,000	100%
5800-2520 FUELS - GAS & OIL	10,733	20,048	26,805	32,298	80,000	40%	80,000	0	80,000	100%
5800-3200 COMMUNICATIONS	706	710	1,090	964	2,400	40%	1,300	0	1,300	54%
5800-3400 PRINTING			425	1,526	3,800	40%	3,800	0	3,800	100%

TOWN OF JAMESTOWN, NC
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10 GENERAL FUND

	Actuals				Current	%	Prelim.	Budget	Final	%	
	-----				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	
5800-3500	REPAIRS AND	5,607	1,704	11,648	14,747	15,730	94%	10,000	0	10,000	63%
5800-3700	MARKETING /			16,298		0	0%	2,500	0	2,500	*****%
5800-3805	Subscription Fees				1,620	4,000	41%	4,200	0	4,200	105%
5800-3900	DRUG TESTING &	444	102	386	234	1,000	23%	1,500	0	1,500	150%
5800-3940	LANDFILL	61,103	58,977	58,056	51,357	69,300	74%	74,000	0	74,000	106%
5800-3945	Recycle Fees	98,323	106,719	85,708	23,257	40,000	58%	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	46,698	47,900	97%	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	170,215	182,800	93%	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	13,322	14,292	93%	22,000	0	22,000	153%
6200-1010	RETIREMENT EXPENSE	9,856	11,679	16,915	22,507	24,130	93%	40,000	0	40,000	165%
6200-1011	HEALTH INSURANCE	21,616	22,631	29,095	31,320	32,400	97%	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	8,343	9,071	92%	14,000	0	14,000	154%
6200-2100	DEPARTMENT	8,894	7,704	10,191	11,010	11,300	97%	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	4,359	5,000	87%	5,000	0	5,000	100%
6200-2142	FERTILIZER AND	1,790	2,041	2,871	1,955	4,500	43%	5,500	0	5,500	122%
6200-2143	IRRIGATION	68	1,231	372	622	1,000	62%	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	1,360	1,500	91%	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	2,439	3,000	81%	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	843	770	109%	3,500	0	3,500	454%
6200-3200	COMMUNICATIONS	1,572	3,836	9,181	8,984	13,000	69%	15,600	0	15,600	120%
6200-3300	UTILITIES	11,675	13,387	12,675	13,674	18,000	76%	22,500	0	22,500	125%
6200-3350	Water Utilities	248	272	314	312	450	69%	600	0	600	133%
6200-3500	REPAIRS AND	2,146	1,820	23,158	2,590	5,000	52%	6,000	0	6,000	120%
6200-3800	DATA PROCESSING	255	252	-93	3,800	3,867	98%	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	190	600	32%	700	0	700	116%
6200-3940	LANDFILL		465	95	283	500	57%	500	0	500	100%

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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	Old
						23-24	23-24	24-25	24-25	24-25	24-25
6200-3950	DUES AND	345	1,410	1,058	-1,045	2,200	-48%	1,500	0	1,500	68%
6200-3960	BANK AND MERCHANT				728	500	146%	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	19,899	20,300	98%	25,000	-9,000	16,000	78%
6200-4101	Library Services	107,500	108,500	119,500	124,500	119,500	104%	64,000	0	64,000	53%
6200-4102	Recreation	12,255	12,030	18,200	3,645	20,000	18%	20,000	-10,000	10,000	50%
6200-4103	Culture/Historical	4,730	10,500	10,500	15,500	10,500	148%	10,500	0	10,500	100%
6200-4300	EQUIPMENT RENTAL	13,112	23,349	1,283	2,009	5,444	37%	2,000	0	2,000	36%
6200-4301	Property tax on					1,800	0%	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	18,912	20,200	94%	20,000	87,500	107,500	532%
6200-5400	CAPITAL OUTLAY -					0	0%	69,000	-9,000	60,000	*****%
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	381,158	378,806	446,200	85%	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	28,153	33,508	84%	35,000	0	35,000	104%
6300-1010	RETIREMENT EXPENSE	29,567	40,438	47,529	46,594	52,370	89%	53,000	0	53,000	101%
6300-1011	HEALTH INSURANCE	52,266	78,650	74,111	66,213	76,000	87%	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	8,393	10,800	78%	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	16,662	19,929	84%	21,000	0	21,000	105%
6300-2100	DEPARTMENT	8,585	9,320	8,174	11,414	11,000	104%	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	4,858	8,000	61%	8,000	0	8,000	100%
6300-2141	CHEMICALS	40,163	44,489	40,504	40,784	45,000	91%	45,000	0	45,000	100%
6300-2142	FERTILIZER AND	22,396	24,260	27,232	27,672	30,000	92%	30,000	0	30,000	100%
6300-2143	IRRIGATION	3,103	6,737	3,525	21,421	24,000	89%	20,000	0	20,000	83%
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	8,501	13,400	63%	15,000	0	15,000	111%
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	7,724	8,500	91%	15,000	0	15,000	176%
6300-2500	VEHICLE SUPPLIES	274	535	222	1,145	1,000	115%	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	29,200	35,000	83%	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	18,038	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	470	1,500	31%	1,500	0	1,500	100%
6300-3200	COMMUNICATIONS	3,635	6,268	7,549	8,216	11,500	71%	12,000	300	12,300	106%

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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	Old
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
6300-3300	UTILITIES	14,706	13,285	11,290	18,282	23,000	79%	28,600	0	28,600	124%
6300-3350	Water Utilities	275	272	314	312	500	62%	600	0	600	120%
6300-3500	REPAIRS AND	30,139	14,761	10,697	12,347	12,500	99%	25,000	0	25,000	200%
6300-3700	MARKETING /	150				0	0%	0	0	0	0%
6300-3800	DATA PROCESSING	540	717	-2,137	1,053	660	160%	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	380	1,000	38%	1,200	0	1,200	120%
6300-3940	LANDFILL	2,229	2,247	2,130	2,290	2,600	88%	2,800	0	2,800	107%
6300-3950	DUES AND	1,000	4,652	3,926	-1,150	3,000	-38%	3,000	0	3,000	100%
6300-3980	MISCELLANEOUS	310			472	500	94%	500	0	500	100%
6300-4300	EQUIPMENT RENTAL	63,979	61,171	6,414	18,222	38,859	47%	10,000	0	10,000	25%
6300-4301	Property tax on				1,800	2,800	64%	2,800	0	2,800	100%
6300-4400	SERVICE &	3,247	3,244	6,542	996	4,500	22%	9,000	0	9,000	200%
6300-4500	INSURANCE AND	10,638	8,733	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	58,582	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	0%	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	227,327	282,059	81%	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	17,597	21,050	84%	21,500	0	21,500	102%
6301-1010	RETIREMENT EXPENSE	16,278	21,799	25,117	15,389	16,355	94%	15,100	0	15,100	92%
6301-1011	HEALTH INSURANCE	32,425	46,299	42,318	20,938	21,600	97%	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	5,110	5,505	93%	5,500	0	5,500	99%
6301-2100	DEPARTMENT	7,376	6,813	9,668	9,020	12,500	72%	12,500	0	12,500	100%
6301-2101	Grill Supplies	2,390	4,338	3,556	1,366	5,000	27%	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	4,474	8,500	53%	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	459	1,000	46%	1,000	0	1,000	100%
6301-2600	OFFICE SUPPLIES	595	723	237	978	1,000	98%	1,500	0	1,500	150%
6301-2700	GOLF INVENTORY FOR	33,981	49,595	40,811	43,624	70,000	62%	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	46,375	68,000	68%	60,000	0	60,000	88%
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	10,472	11,500	91%	12,000	0	12,000	104%
6301-3100	TRAVEL			20		500	0%	1,000	0	1,000	200%
6301-3150	CONFERENCE FEES			248	133	1,000	13%	2,500	0	2,500	250%
6301-3200	COMMUNICATIONS	9,375	9,403	5,202	6,844	9,677	71%	10,250	0	10,250	105%
6301-3300	UTILITIES	14,550	11,464	14,197	14,612	20,000	73%	25,000	0	25,000	125%
6301-3350	Water Utilities	242	272	314	312	450	69%	600	0	600	133%

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10 GENERAL 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
6301-3400 PRINTING		54	128		400	0%	750	0	750	187%
6301-3500 REPAIRS AND	2,495	3,723	4,418	2,935	5,000	59%	5,000	0	5,000	100%
6301-3700 MARKETING /	820	820	2,225	7,234	10,000	72%	10,000	0	10,000	100%
6301-3800 DATA PROCESSING	8,446	9,344	6,386	1,779	9,079	20%	0	0	0	0%
6301-3805 Subscription Fees			15,371		0	0%	0	0	0	0%
6301-3900 DRUG TESTING &	665	1,083	663	207	1,500	14%	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	-2,370	2,500	-95%	1,000	0	1,000	40%
6301-3955 Permit Fees	220	220	220	100	220	45%	220	0	220	100%
6301-3960 BANK AND MERCHANT	20,924	21,267	23,935	25,966	30,000	87%	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	159	933	17%	0	0	0	0%
6301-4310 GOLF CART RENTALS	63,927	63,927	3,339	8,484	15,826	54%	0	0	0	0%
6301-4311 SALES AND USE TAX	19,087	19,713	20,576	23,053	21,000	110%	22,000	0	22,000	104%
6301-4400 SERVICE &	13,127	13,278	14,098	17,355	18,000	96%	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	7,287	9,250	79%	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	127,894	226,500	56%	270,000	0	270,000	119%
8000-7101 LEASE PRINCIPAL			156,489	115,961	105,161	110%	135,000	0	135,000	128%
8000-7102 Subscription			20,320	27,897	16,477	169%	25,000	0	25,000	151%
8000-7200 DEBT INTEREST	19,312	15,570	11,784	13,862	27,000	51%	45,000	0	45,000	166%
8000-7201 LEASE INTEREST			3,174	1,796	1,859	97%	5,000	0	5,000	268%
8000-7202 Subscription			915	538	340	158%	2,000	0	2,000	588%
9600-9600 TRANSFERS TO OTHER	585,103	571,075	176,839	204,714	205,500	100%	136,000	10,926	146,926	71%
9600-9800 RESERVE FOR FUTURE					204,570	0%	0	0	0	0%
Total Expenditures	5,533,489	5,918,164	7,813,633	6,357,066	8,332,835	76%	8,014,536	364,726	8,379,262	100%
Overall Fund Total										
Revenue less Expenditures)	-204,293	-299,689	131,557	1,289,525	-1		144,332	-144,332	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	332	100	332%	100	0	100	100%
3981	TRANSFER FROM	100,000	101,000	124,854	149,214	125,000	119%	136,000	10,926	146,926	117%
	Total Revenues	100,029	101,002	124,921	149,546	125,100	120%	136,100	10,926	147,026	117%
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%	64,100	10,926	75,026	149%
	Total Expenditures	207,158	100,545	74,931	72,108	125,100	58%	136,100	10,926	147,026	117%
Overall Fund Total											
	Revenue less Expenditures)	-107,129	457	49,990	77,438				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**

	<u>Project Author- ization</u>	<u>Prior Year</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
Revenues:					
Federal CMAQ funds	\$ 160,000	\$ 39,589	\$ -	\$ 39,589	\$ (120,411)
Investment income	-	-	-	-	-
	<u>160,000</u>	<u>39,589</u>	<u>-</u>	<u>39,589</u>	<u>(120,411)</u>
Expenditures:					
Capital outlay - land improvements	200,000	49,486	-	49,486	150,514
Revenues under expenditures	(40,000)	(9,897)	-	(9,897)	30,103
Other financing sources:					
Transfer from General Fund	40,000	40,000	-	40,000	-
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-5609F)
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	<u>(241,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>241,000</u>
Other financing sources:					
Transfer from General Fund - fy25/26	190,000	-	-	-	-
Transfer from General Fund - fy23	<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			<u>51,000</u>		
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**

	Project Author- ization	Prior Year	Actual Current Year	Total to Date	Variance Positive (Negative)
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
Toal 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
Toal 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	<u>2,264,795</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,264,795</u>
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
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
Revenue											
3345	INSPECTION AND	3,426	3,461	4,368	1,179	1,000	118%	1,000	0	1,000	100%
3710	UTILITY CHARGE -	932,038	951,853	955,863	920,830	990,000	93%	1,100,000	0	1,100,000	111%
3720	UTILITY CHARGE -	2,705,793	2,941,635	2,876,362	3,232,258	3,000,000	108%	3,500,000	0	3,500,000	116%
3741	Meter Fee	4,520	1,200	3,700	2,000	2,000	100%	2,000	0	2,000	100%
3742	System Development	38,375	195,375	18,500	16,300	0	***%	0	0	0	0%
3743	System Admin /	1,100	600	1,150	600	500	120%	500	0	500	100%
3745	Connection Fees -	12,450	9,950	9,452	7,500	11,000	68%	11,000	0	11,000	100%
3750	NONPAYMENT /	14,050	18,850	20,017	25,350	20,000	127%	22,000	0	22,000	110%
3755	Return Check Fees	425	175	525	375	300	125%	300	0	300	100%
3760	LATE FEES	18,319	21,920	20,952	21,900	20,000	110%	20,000	0	20,000	100%
3765	CREDIT CARD	363	679	795	1,294	800	162%	800	0	800	100%
3831	INVESTMENT	22,174	15,320	294,448	427,681	303,100	141%	250,000	0	250,000	82%
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	-738,760	3,049,800	113%
	Total Revenues	5,636,657	4,302,999	4,334,322	4,780,420	7,161,680	67%	8,815,060	-590,700	8,224,360	114%
Expenditures											
7100-1000	SALARIES AND WAGES	604,021	658,995	719,835	776,854	855,000	91%	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	59,708	66,500	90%	85,000	0	85,000	127%
7100-1010	RETIREMENT EXPENSE	62,781	76,870	89,285	100,802	106,000	95%	150,000	0	150,000	141%
7100-1011	HEALTH INSURANCE	117,029	134,139	120,139	119,447	134,000	89%	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	16,404	21,600	76%	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	37,531	42,000	89%	53,000	0	53,000	126%
7100-1019	PROFESSIONAL	11,325	11,450	17,500	17,500	20,000	88%	25,000	0	25,000	125%
7100-2100	DEPARTMENT	25,440	19,159	29,253	31,654	35,000	90%	35,000	0	35,000	100%
7100-2105	WATER METERS	31,166	27,310	29,985	90,000	90,000	100%	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	22,089	32,600	68%	35,000	0	35,000	107%
7100-2500	VEHICLE SUPPLIES	4,324	7,376	5,362	5,598	8,000	70%	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	5,553	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	%	
					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	
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	254,217	390,000	65%	406,000	0	406,000	104%
7100-2755	Water Transmission	23,684	20,308	31,532	27,285	30,000	91%	35,000	0	35,000	116%
7100-2900	ASSETS NOT	15,551	11,656	17,043	14,217	20,000	71%	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	4,140	10,000	41%	10,000	0	10,000	100%
7100-3200	COMMUNICATIONS	27,590	25,280	26,445	25,931	40,000	65%	50,000	0	50,000	125%
7100-3300	UTILITIES	14,571	13,658	15,169	12,025	20,000	60%	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	4,880	7,000	70%	10,000	0	10,000	142%
7100-3500	REPAIRS AND	16,328	37,981	35,929	38,614	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	9,813	24,832	40%	28,000	0	28,000	112%
7100-3900	DRUG TESTING &	369	890	488	190	1,500	13%	1,800	0	1,800	120%
7100-3940	LANDFILL	580	1,390	103	1,066	4,000	27%	4,000	0	4,000	100%
7100-3950	DUES AND	3,092	5,942	4,512	29,969	31,100	96%	40,000	0	40,000	128%
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	17,023	22,000	77%	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	1,321	5,915	22%	8,000	0	8,000	135%
7100-4400	SERVICE &	47,245	41,389	48,332	51,453	65,000	79%	65,000	0	65,000	100%
7100-4401	NC811 Fees	2,306	1,759	1,466	1,301	5,000	26%	5,000	0	5,000	100%
7100-4500	INSURANCE AND	47,184	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	7,732	10,000	77%	10,000	0	10,000	100%
7100-4960	SEWER TREATMENT	665,026	564,198	614,910	661,899	769,500	86%	800,000	25,000	825,000	107%
7100-4990	OTHER CONTRACTED	131,202	304,721	460,603	262,134	309,670	85%	450,000	0	450,000	145%
7100-4995	ENGINEERING FEES		10,300	3,820	31,131	75,660	41%	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	191,315	1,600,000	12%	1,600,000	0	1,600,000	100%
7100-5910	CAPITAL OUTLAY -	2,104,840		1,263,220	79,277	1,233,600	6%	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	21,031	21,400	98%	21,400	1,600	23,000	107%
7100-6811	INTEREST PAYMENTS				1,052	1,100	96%	1,100	0	1,100	100%
7100-6820	First Bank Credit					2,000	0%	2,000	0	2,000	100%
7100-7100	DEBT PRINCIPAL	50,003	50,003	50,003	49,140	50,050	98%	50,050	0	50,050	100%
7100-7101	LEASE PRINCIPAL			1,822	4,300	3,883	111%	3,000	0	3,000	77%
7100-7200	DEBT INTEREST	8,622	7,412	6,202	4,992	6,700	75%	4,000	0	4,000	59%
7100-7201	LEASE INTEREST			68	195	180	108%	200	0	200	111%
7100-7202	Subscription			483	218	190	115%	200	0	200	105%
7100-9600	TRANSFERS TO OTHER	481,507	663,474	481,116	487,037	517,000	94%	520,000	242,700	762,700	147%
7100-9700	CONTINGENCY					10,000	0%	10,000	0	10,000	100%
	Total Expenditures	5,268,844	3,657,923	5,113,079	3,952,372	7,161,680	55%	8,815,060	-590,700	8,224,360	114%

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

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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	828,048				0	0	

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

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	3,659	1,000	366%	1,000	0	1,000	100%
3986	TRANSFER FROM	410,282	431,599	430,516	454,937	500,000	91%	500,000	0	500,000	100%
	Total Revenues	448,860	627,020	450,264	458,596	501,000	92%	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	458,596				0	0	

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

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
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
Revenue											
3831	INVESTMENT	132	861	18,954	21,004	8,000	263%	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	53,104	118,400	45%	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	-65,272				0	0	

Town of Jamestown
 Capital Improvement Program
 General Fund

	Department	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
Sidewalk - Oakdale Rd (Phase 3) (Capital Project Fund)	Planning	Must Do	7A	540,000	(7) (8)					540,000
Sidewalk - Penny Rd (Main St - HP Greenway)-(Capital Project Fund)	Planning	Must Do	7A		1,205,000	(7) (8)				1,205,000
Sidewalk - Oakdale Rd (Phase 2) (Capital Project Fund)	Planning	Must Do	7A		160,000	(7) (8)				160,000
PARTF project	Recreation	Must Do	8J	430,410	(11) (10)					430,410
AFP project	Recreation	Must Do	8J	600,000	(12) (10)					600,000
Sidewalk connectors - Guilford County ARPA funding	Public Services-Streets	Must Do	7A	2,294,795	(10)					2,294,795
Stormwater Forestdale East Project-applied, waiting on award	Public Services-Stormwater	Must Do		153,800	(16)	307,600	(16)			769,000
New bathrooms at shelters	Recreation	Must Do	8J	700,000	(14) (12)					700,000
Totals for Capital Project Funds (Multi-year funds)				4,719,005		1,672,600	307,600			5,999,205

Operating Budget Items:

Roadway Improvements (paving)	Public Services/Powell Bill	Must Do	5F	320,000	(1) (13)		440,000	(1) (13)	440,000	(1) (13)	1,200,000	
Repairs and Maintenance, Civic Center	Admin - Building	Must Do	8E	-		117,000	(2)	250,000		(2)	367,000	
Civic Center HVAC	Admin - Building	Must Do		-		15,000	(2)			(2)		
Civic Center Sound System	Admin - Building	Must Do	8E			75,000	(2)				75,000	
Storm Drainage	Public Services-Stormwater	Must Do	8H	100,000	(15)	150,000	(15)				250,000	
Snow plow	Public Services-Streets	Must Do	8E			9,000	(2)	9,000	(2)	9,000	(2)	36,000
Main Street Corridor Study	Planning	Must Do	7A			50,000	(2)				50,000	
Utility 2 Carts-leasing ???	Golf	Must Do	8E	26,000	(6)						26,000	
Leaf Truck	Streets	Must Do	8H	280,000	(6)						280,000	
Fairway Mower, Truckster, Top Dresser-come off lease	Golf Maint.	Must do	8E	40,000	(2)						40,000	
Painting Equipment	Recreation	Must Do	8E	35,000	(6)						35,000	
Pump Replacement	Golf Maint.	Must Do	8E	10,000	(2)	10,000	(2)	10,000	(2)	10,000	(2)	60,000
Service Truck	Recreation	Must Do	8E	60,000	(2)						60,000	
Snow Plow	Recreation	Must Do	8E								#VALUE!	
Plugger	Recreation	Must Do	8E	18,000	(2)						18,000	
Fire Dept Architect	Fire Dept	Must Do		50,000	(2)						50,000	
Wrenn Miller bathrooms	Recreation	Must Do	8J			450,000	(2)				450,000	
Libray Fire Panel	Building and Grounds	Must Do				30,000	(2)					
Range Picker Basket	Golf Shop	Must Do				5,000	(2)					
Fencing at Golf Course @ hole 3	Golf Course	Must Do		40,000	(2)							
Fencing at Soccer Complex	Recreation	Must Do				28,250	(2)					
Fencing at Pro Shop	Golf Shop	Must Do				14,700	(2)					
Dam at Golf Course Hole 17	Golf Maint.	Must Do		300,000	(2)							
Paving between Rec and Main Building	Recreation	Must Do		80,000	(2)							
Pave shelter parking lot	Recreation	Must Do	8J	7,500	(2)		30,000	(2)	8,000	(2)	45,500	
HVAC system replacements	Building - Fire Department	Must Do	8E	15,000	(2)	15,000	(2)				30,000	
Bunker Construction	Golf - Maint	Should Do	5C	-	(2)	300,000	(2)	300,000	(2)		600,000	
Tractor	Golf - Maint	Should Do	8E	-	(2)	50,000					50,000	
New Park Shelter - replacement of shelter #3	Recreation	Should Do	8J						100,000	(2)	100,000	
Soccerfield overflow parking lot	Recreation	Should Do	8I	-	(2)	200,000					200,000	
Town Hall -Painting	Building and Grounds	Should Do	8E			20,000	(2)				20,000	
Town Hall - Roof	Building and Grounds	Should Do	8E			72,000	(2)				72,000	
Library - Improvements	Building and Grounds	Should Do	8E			90,000	(2)				90,000	
Irrigation	Golf Maint.	Should Do	5C			700,000	(2)				700,000	
Storm Shelter	Golf Maint.	Should Do	8E			40,000	(2)				40,000	
Range Picker/Ball washer	Golf Maint.	Should Do	8E			12,000	(2)				12,000	
Jamestown Park Phase II	Recreation	Could Do	8J			500,000	(11) (2)	500,000	(11) (2)	500,000	(11) (2)	2,500,000
Paving at golf shop, including driveway into parking lot	Pro Shop	Could Do	5C	-		150,000	(2)				150,000	
Shelter at Wrenn Miller Park	Recreation	Could Do	8I						20,000	(2)	20,000	
Sidpath - E Fork (Greenway to Charles P Turner Sports Complex)	Planning	Could Do	7A						348,000		348,000	
Sidpath - Guilford Rd (E Main St to Guilford College Rd)	Planning	Could Do	7A						1,662,000		1,662,000	
Sidwalk - Scientific St (Main St to Shannon Gray Ct.)	Planning	Could Do	7A						490,000		490,000	
Sidpath - E Fork (Guilford Rd to Greenway)	Planning	Could Do	7A						1,200,000		1,200,000	
Sidpath - Dillon Rd (W Main to Deep River)	Planning	Could Do	7A						170,000		170,000	
Crossing - Guilford Tech to CJ Greene	Planning	Could Do	7A						315,000		315,000	
Slow Streets - Potter Dr and Mendenhall Rd	Planning	Could Do	7A						31,000		31,000	
Deep River Paddle Trail/Greenway Trail (Phase I, II & III)	Planning	Could Do	8J						1,300,000		1,300,000	
Kitchen Renovation @ Golf Pro Shop	Golf Shop	Could Do				398,000	(2)					

Total Projects, General Fund (excludes capital project funds) \$ 1,381,500 \$ 3,350,950 \$ 1,689,000 \$ 519,000 \$ 510,000 \$ 6,603,000 #VALUE!

FUNDING SOURCE - Operating Budget only

	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	5 Years	Total
(1) Powell Bill current yr and reserve fund balance	220,000		200,000			200,000	620,000
(2) Operating budget / fund balance	610,500	2,980,950	999,000	549,000	510,000	6,198,000	11,847,450
(3) Federal STP-EB funds							
(4) NCDOT							
(5) NCDOT Enhancement funding							
(6) Installment financing	351,000						351,000
(7) Transfer from General Fund to Capital Project Fund		241,000					241,000
(8) CMAQ Funding	540,000	1,124,000					1,664,000
(9) HP MPO							
(10) Guilford County Coronavirus State & Local Fiscal Recovery Funds	(2,294,795+215,205+100,000)						2,610,000
(11) PARTF funding		215,205	250,000	250,000			715,205
(12) AFP funding	(500,000+500,000)	Park playground and bathrooms	1,000,000				1,000,000
(13) Motor Vehicle Fee				240,000		240,000	580,000
(14) State Grant							200,000
(15) Stormwater Fee	100,000	150,000					250,000
(16) Golden LEAF Grant	153,800	307,600	307,600				
Amount unfunded							
Total for Budget Year	\$ 6,100,505	\$ 5,053,550	\$ 1,996,600	\$ 549,000	\$ 510,000	\$ 6,638,000	\$ 20,078,655

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	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		1,112,000 (1)				1,112,000
Pre-Heat Burner	Public Services	City of HP	Must Do	8H		40,000 (1)				40,000
Eastside WWTP Ash Decant Line Replace	Public Services	City of HP	Must Do	8H						
ESWWTP Primary Catwalk	Public Services	City of HP	Must Do	8H	24,000 (1)					24,000
Final Clarifier	Public Services	City of HP	Must Do	8H	24,000 (1)					24,000
Eastside Rebuild of Final Clarifier #1&2	Public Services	City of HP	Must Do	8H		49,600 (1)				49,600
Eastside Expansion (26 to 32 mgd)	Public Services	City of HP	Must Do	8H					8,056,000 (2)	8,056,000
Eastside Rebuild of Final Clarifier #4	Public Services	City of HP	Must Do	8H		24,800 (1)				24,800
Eastside Filter 1-4 Rebuild	Public Services	City of HP	Must Do	8H	57,060 (1)					57,060
Eastside Barscreen 1&3	Public Services	City of HP	Must Do	8H	43,000 (1)					43,000
Riverdale Pump Station Phase 2 Rebuild	Public Services	City of HP	Must Do	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
Expansion of Randleman Reservoir Treatment Plant	Public Services	PTRWA	Must Do	8H	-	1,000,000 (2)	4,000,000 (2)	4,000,000 (2)	-	9,000,000
Water and Sewer Improvements (Forestdale East Golden LEAF)	Public Services		Must Do		242,700 (1)					242,700
Other Sewer projects	Public Services		Must Do	8H	100,000 (1)					100,000
Sewer Outfall line	Public Services		Must Do	8H	500,000 (1)					500,000
Plan / Survey for water line replacments	Public Services		Must Do	8H	50,000 (1)	40,000 (1)				90,000
Main Street Water Line	Public Services		Must Do	8H	1,050,000 (1)					1,050,000
Other Water Line projects	Public Services		Must Do	8H		450,000 (1)				450,000
Penny Road waterline	Public Services		Must Do	8H	350,000 (1)					350,000
AMI meter reading system	Public Services		Must Do	8H	200,000 (1)					200,000
Powell Bill Water and Sewer	Public Services		Must Do	8H	100,000 (1)		140,000 (1)		140,000 (1)	380,000
Knollwood Dr. Water Line	Public Services		Must Do	8H			500,000 (1)			500,000
Harvey Rd. Water Line	Public Services		Must Do	8H			600,000 (1)			600,000
Cured in Place Bull Run	Public Services		Must Do	8H			500,000 (1)			500,000
Cured in Place Forestdale North	Public Services		Must Do	8H		500,000 (1)				500,000
Cured in Place Deep River Area	Public Services		Must Do	8H	300,000 (1)		500,000 (1)			800,000
VacAll 2004	Public Services		Must Do	8E	180,000 (1)					180,000
Jet Truck, replaces 2008	Public Services		Must Do	8E		300,000 (1)				300,000
Ground Penetrating Radar	Public Services		Must Do	8E	25,000 (1)					25,000
Clifton Park Generator - Sewer Pump Station	Public Services		Must Do	8E	50,000 (1)					50,000
Grandover/Shop Generator	Public Services		Must Do	8E					100,000 (1)	100,000
Mobile Generator 1982/2008	Public Services		Must Do	8E			120,000 (1)			120,000
Tractor	Public Services		Must Do	8E					50,000 (1)	50,000
Paving - Crosswalk Improvements (stamping, etc)	Public Services		Must Do		50,000					50,000
Vehicle Replacement	Public Services		Should Do	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		500,000 (1)				500,000
Backhoe	Public Services		Should Do	8E					120,000	120,000
Mini-Excavator 2017	Public Services		Should Do	8E					90,000 (1)	90,000
Tractor 2015+	Public Services		Should Do	8E					60,000 (1)	60,000
Skiid Steer	Public Services		Should Do	8E					80,000 (1)	80,000
Mowers	Public Services		Should Do	8E			15,000 (1)			15,000
Mendenhall Pump Station	Public Services		Should Do	8H		50,000 (1)				50,000
Total Projects, Water/Sewer Fund					\$ 3,257,700	\$ 1,900,000	\$ 700,000	\$ 1,795,000	\$ 60,000	\$ 8,230,000

FUNDING SOURCE

	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	Beyond 5 Years	Total
(1) Operating / Net Position Appropriated	3,428,760	\$ 6,926,320	\$ 723,000	\$ 1,818,000	\$ 83,000	898,000	\$ 13,877,080
(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	\$ 3,428,760	\$ 7,926,320	\$ 4,723,000	\$ 5,818,000	\$ 83,000	\$ 8,954,000	\$ 30,933,080
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OPERATING BUDGET EFFECTS

② 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

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 60"	\$	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

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: Council Strategic Plan Update

AGENDA ITEM #: IV-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 2024

ESTIMATED TIME FOR DISCUSSION: 10 min

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

Along with the annual budget, the Town Council will consider the adoption of the updated Council Strategic Plan. This plan serves as a 'roadmap' for the staff to implement the policies that the Council have identified as priorities. It is one of the key plans used in the creation of the annual budget and staff have agreed to update it annually with the adoption of the new fiscal year budget. Progress reports on the plan will be conducted at the first budget retreat as Council discusses the following fiscal year budget, typically in January. I want to thank all of our staff for their work on the plan but especially Anna Hawryluk, who has taken the lead on facilitating the annual update process.

ATTACHMENTS: Proposed updates to the Council Strategic Plan

RECOMMENDATION/ACTION NEEDED: Vote to adopt the updated plan.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to adopt the updated Council Strategic Plan as proposed.

FOLLOW UP ACTION NEEDED: N/A

Town of Jamestown Strategic Plan

Outcomes and Goals

Adopted: June 15, 2021

Last Update: June 25, 2024





Introduction to the Town's Strategic Plan

The **Town of Jamestown Strategic Plan** is designed to be a multiyear representation of the Town's mission. It aims to serve as a roadmap for staff and Town Council over the next three to five years.

This plan—an outgrowth of Council and staff input from earlier this year as well as several pre-existing documents—further defines the Town's strategic priorities.

The structure better links Council and staff plans and employs a format that should be more useable for elected officials, staff, partners and citizens.

The plan includes these components:

- Outcome statements that are the foundation of the Town's mission statement;
- Short and long-range goals that further define and support the outcomes;
- Multiyear (three- to five-year) goals that will be executed to achieve the outcomes; and
- Annual tasks captured in a separate working document and a reporting structure that will be updated regularly to track progress.

Outcomes and Goals Snapshot

The outcomes and goals snapshot represents a graphical method for displaying specific desired outcomes and the goals necessary to bring these to fruition.

Goals are grouped under the five focus areas. Each individual outcome represents an initiative that has been reviewed by staff and the Council together during the annual retreat process to ensure that citizen needs are being met in an effective and efficient manner.

This document will be reviewed quarterly and the Town Manager will communicate progress on each of the goals with the Council as needed.

The Town Council will review this document annually to ensure that goals are still relevant. The document will be updated and adopted as a part of the annual budget process in June.



Mission

Creating an exceptional quality of life for all citizens by providing superior services.

Vision

Jamestown will be a thriving community with strong roots in our history. One dedicated to a high quality of life for residents of all ages, including: recreation, education, and supporting businesses. A community of clean, beautiful, and safe surroundings and welcoming neighborhoods where everyone can feel at home.

Values

Creating an exceptional quality of life for all citizens by providing superior services.

Primary

Compassion/Fairness - We show compassion to everyone, our citizens, our staff, and our visitors. When we make decisions as a Town we are thoughtful and understanding of how those decisions will affect our citizens. We ensure that everyone gets equal consideration.

Accountability - We hold ourselves accountable and remember that we are always accountable to the citizens of Jamestown. We take ownership of the actions and decisions made by the Town and the results of those decisions.

Servant Leadership - We believe that we are leaders who have been placed here to serve our citizens and engage them while also putting their needs first.

Ability to Work Together - We will find a way to work together. Diverse backgrounds and experiences will not preclude us from finding a way to hear all voices and incorporating them into our work.

Secondary

Listening - We actively listen to the needs and desires of our Town and reflect on what we've heard.

Open-Mindedness - We keep our minds open so that we are able to respond effectively to the changing needs of Jamestown.

Making a Positive Impact - We strive to set goals that will have a positive impact on the lives of the people of Jamestown and allow for our values to guide us in meeting or exceeding those goals.

Respect - We will always remain respectful in our interactions with one another, Town staff, and especially the citizens of Jamestown.

**The Town's Strategic Plan is organized around five focus areas,
which make up its mission:**

Staff Excellence

Recruit and retain a team of
excellent employees



Outreach and Involvement

Provide outlets for citizen
outreach and engagement



Infrastructure and Facilities

Ensure logical investment in
infrastructure and facilities to
meet future needs



Public Safety

Provide partnerships to ensure
effective services that match
community needs



Planning and Development

Grow and maintain a robust
diversified economy





Jamestown Strategic Plan

Focus Areas, Outcomes, and Goals

Adopted: June 15, 2021 Updated: June 25, 2024

Staff Excellence

Outcome 1: To attract, develop, and retain town staff in order to support services and meet community needs		Jan. 2024	June 2024
★ A.	Seek training for improved customer service. Seek specific training for working with groups with specific needs and implement safety training and security options for staff		
B.	Update website to expand functionality and ease of use for customers	New Goal	
Outcome 2: To improve the administration of Town government		Jan. 2024	June 2024
A.	Update purchasing policies for Town Staff	New Goal	

Outreach and Involvement

Outcome 3: Develop and implement strategies to promote Jamestown		Jan. 2024	June 2024
A.	Further develop Music in the Park and other Town-sponsored events		
★ B.	Schedule work session to discuss the Town's goals and role in marketing opportunities		
Outcome 4: Conduct community engagement through multiple strategies to increase resident involvement in Town matters		Jan. 2024	June 2024
A.	Fully utilize Town social media accounts		
B.	Establish a process for advertising openings and selecting residents for Town boards and committees		
C.	Develop and implement a Citizen Academy		

Infrastructure and Facilities

Outcome 5: Make plans to improve current infrastructure, facilities, and services		Jan. 2024	June 2024
A.	Prepare a plan to implement government mandated stormwater regulations		
C.	Repair/replace golf course irrigation system, bunkers, and cart paths		
★ D.	Work with PSFD to create a plan for Fire Station improvements		
E.	Increase internet capabilities at all Town facilities		
F.	Schedule a work session to update facility use of the Civic Center		
G.	Clarify and update the bid process		
H.	Evaluate and Plan for overflow parking at the Charles Turner Athletic Complex	New Goal	

Public Safety			
Outcome 6: Continue to develop plans to improve public safety in the Town of Jamestown		Jan. 2024	June 2024
A.	Install security measures at Town facilities (parks, maintenance facilities, and Town Hall)		

Planning and Development			
Outcome 7: Implement a broad program of community planning, development, and land management through zoning		Jan. 2024	June 2024
★	A. Review historic assets and create plans to preserve and protect them	New Goal	

Ongoing Goals		
8. Ongoing Goals		
	A. Provide employee training opportunities	
	B. Evaluate benefits and insurance for Town employees	
	C. Maintain and update the Town's Code of Ordinances and Land Development Ordinance	
	D. Maintain and Update Strategic Plan Outcomes and Goals	
	E. Provide for the repair, improvement, and replacement of vehicle and facility needs	
★	F. Develop Livable Communities Initiative	
	G. Hold a joint planning retreat for the Planning Board, Council, and Town staff	
	H. Maintain integrity of water/sewer/stormwater infrastructure	
★	I. Seek opportunities for grant funding for pedestrian and parks/recreation facilities	
	J. Utilize Comprehensive Parks and Recreation Plan/Golf Strategic Plan to guide park infrastructure improvements	
★	K. Promote excellence in customer service	
	L. Seek marketing opportunities to promote Jamestown	
	M. Maintain effective communications with NCDOT and HPMPO	
	N. Schedule candidate information sessions for election cycles	
	O. Implement Strategies to recruit employees from diverse populations	
	P. Coordinate a joint staff meeting to discuss plan of service with PSFD and GCSD (w/ annual review in January)	
	Q. Utilize the ADA plan to increase compliance in public facilities	

★ Priority Goal	● Limited Progress / Unscheduled	● Pending / Deferred	● Moderate Progress	● Significant Progress	✓ Complete / Near Completion
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COMPLETED

COMPLETED

July 2021

- A. Prepare a strategic plan for outcomes and goals *(Staff Excellence)*
- B. Complete and adopt a Parks and Recreation Master Plan to seek grant funding opportunities *(Infrastructure and Facilities)*

January 2022

- A. Review and upgrade current Town mission, vision, and core values *(Staff Excellence)*
- B. Schedule a candidate information session *(Staff Excellence)*
- C. Complete update of the Town of Jamestown's Comprehensive Plan *(Planning and Dev.)*
- D. Enhance Code Enforcement capabilities throughout Jamestown to help protect property values *(Planning and Dev.)*

June 2022

- A. Prepare operations continuity plan for key positions *(Staff Excellence)*
- B. Complete plans for the construction of a new recreation maintenance facility *(Infrastructure and Facilities)*
- C. Establish/redefine ordinances for the application of a commercial maintenance code *(Planning and Dev.)*
- D. Prepare operations continuity plan for key positions *(Staff Excellence)*

January 2023

- A. Update street pavement condition study *(Infrastructure and Facilities)*
- B. Prepare strategic growth plan for Jamestown and surrounding ETJ areas *(Infrastructure and Facilities)*
- C. Evaluate effectiveness of current solid waste collection and recycling services *(Infrastructure and Facilities)*
- D. Prepare plans for effective utilization of space at Town Hall and the Civic Center *(Infrastructure and Facilities)*
- E. Seek Funding through the American Rescue Plan *(Infrastructure and Facilities)*
- F. Update the Solid Waste Collection Policy

June 2023

- A. Perform pay classification study to remain competitive in the marketplace *(Staff Excellence)*
- B. Update facility use policy and forms for all Town Facilities *(Staff Excellence)*
- C. Develop Branding and marketing strategies for Jamestown *(Outreach and Involvement)*
- D. Prepare Golf Course Strategic Plan *(Infrastructure and Facilities)*
- E. Review and update the Comprehensive Pedestrian Transportation Plan *(Planning and Dev.)*
- F. Utilize the Bicycle and Pedestrian Plan to improve and build sidewalk and cycling connectivity *(Planning and Dev.)*



Town of Jamestown
301 E. Main St
PO Box 27282
Jamestown, NC 27282

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: Set date for public hearing for LDO amendments.

AGENDA ITEM #: V-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 2024

ESTIMATED TIME FOR DISCUSSION: 5 min.

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Planning Director

SUMMARY:

Staff have prepared updates to the Land Development Ordinance (LDO) primarily to update Chapter 2.20-2 Sidewalks for New Development and Expansion/Improvement of Existing Development. This section of the LDO requires sidewalks on only one side of new streets and is in disagreement with two other sections of the ordinance that call for sidewalks on both sides of public streets. This amendment corrects 2.20-2 to require sidewalk along both sides of new streets. This item was heard by the Planning Board at their June 10th meeting.

Staff recommend setting a public hearing date for the July 16, 2024, regular Town Council meeting.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: Set a public hearing date for the July 16, 2024 regular meeting

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to set a public hearing date for the July 16, 2024 regular meeting

FOLLOW UP ACTION NEEDED: Advertise public hearing

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 #: V.B



CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: 6/25/24

ESTIMATED TIME FOR DISCUSSION: 5

DEPARTMENT: Parks and Recreation

CONTACT PERSON: Rebecca Ashby

SUMMARY:

The Request for Proposal was posted with a deadline for response of June 20, 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 approve the lowest, responsive, responsible bid.

FOLLOW UP ACTION NEEDED: Execution of contract.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
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Pam Burgess
Sarah Glanville

TOWN OF JAMESTOWN AGENDA ITEM

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

AGENDA ITEM #: V.C



CONSENT AGENDA ITEM



ACTION ITEM

INFORMATION ONLY

MEETING DATE: 6/25/24

ESTIMATED TIME FOR DISCUSSION: 5

DEPARTMENT: Parks and Recreation

CONTACT PERSON: Rebecca Ashby

SUMMARY:

The Request for Proposal was posted with a deadline for response of June 20, 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 approve the lowest, responsive, responsible bid.

FOLLOW UP ACTION NEEDED: Execution of contract.

Mayor
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Town Attorney
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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Consideration of award of Golden LEAF funds

AGENDA ITEM #: V.D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: 6/25/24

ESTIMATED TIME FOR DISCUSSION: 5

DEPARTMENT: Stormwater

CONTACT PERSON: Rebecca Ashby

SUMMARY:

The Golden LEAF Foundation awarded the Town of Jamestown \$769,000 for Flood Mitigation work to be completed in the Forestdale East neighborhood. Staff would request Council approve the acceptance of these funds and allow the Town Manager and Finance Director to execute the contract.

ATTACHMENTS: Golden LEAF Foundation Agreement

RECOMMENDATION/ACTION NEEDED: motion to accept the award & allow the Town Manager & Finance Director to execute the contract

BUDGETARY IMPACT: Increase in grant funding of \$769,000.

SUGGESTED MOTION: Council Member makes a motion to accept the award and allow the Town Manager & Finance Director to execute the contract.

FOLLOW UP ACTION NEEDED: Town Manger and Finance Director to execute the contract.

The Golden LEAF Foundation (“Golden LEAF”)

GRANTEE ACKNOWLEDGMENT AND AGREEMENT

1. Grantee: Town of Jamestown
2. Number & Title: G-202403-09229/ Forestdale East
3. Purpose of Grant: Wiltshire Drive, Royal Road and O’Neil Drive experience frequent flooding as a result of undersized culverts and infrastructure which do not allow for sufficient flow during rain events. As a result, water overtops the road resulting in washouts and damage to the road. Golden LEAF flood mitigation grant funds will be used for construction expenses to replace the current infrastructure with larger pipes at O’Neil Drive, Royal Road, and Wiltshire Drive. The Town of Jamestown will use its funds for construction and engineering for O’Neil Drive. Households and users of the road will benefit from this project.
4. Amount of Grant: \$769,000.00
5. Award Date: June 6, 2024
6. Special Terms and Conditions Applicable to Grant:
 - a) The term of the grant is 36 months, commencing on the Award Date. Golden LEAF may extend the term of the Grant. All project-related expenses must be incurred during the term of the grant. The provisions of this Grantee Acknowledgment and Agreement (this “Agreement”) that by their nature extend beyond the term of the grant will survive the end of the term of the grant.
 - b) Release of funds is contingent on acquisition of easements.
 - c) Use of grant funds must comply with applicable requirements of S.L. 2021-180 and S.L. 2023-134.
7. Standard conditions on the release of grant funds:
 - a) Release of grant funds is contingent on Grantee attending a Golden LEAF grants management workshop or participating in satisfactory discussions with Golden LEAF staff to gain training in the management of Golden LEAF grants and reporting requirements.
 - b) Release of funds is contingent on Grantee returning a fully executed copy of this Agreement no later than forty-five (45) days after the Award Date, unless Golden LEAF agrees to extend the deadline for its submission.
 - c) Release of funds is contingent on Golden LEAF’s approval of activities and outcomes that will be used to monitor and assess Grantee’s implementation of the project. Unless otherwise directed by Golden LEAF, Grantee must submit proposed outcomes and activities for approval within forty-five (45) days of the Award Date.
 - d) Release of funds is contingent on the Grantee submitting a project budget for approval by Golden LEAF. The project budget must be submitted for approval within forty-five (45) days of the Award Date unless Golden LEAF agrees to extend the deadline. Unless otherwise approved, the project budget must be submitted on Golden LEAF form(s).
 - e) If the approved project budget includes funds from other sources that are required for project implementation, Golden LEAF grant funds will not be released until Grantee demonstrates that it has secured those funds.
 - f) Golden LEAF grant funds may not be used for acquisition of interests in real property or for costs of grant administration.
 - g) If the Grantee fails to comply with its obligations under this Agreement, no further grant funds will be released unless such noncompliance is resolved to the satisfaction of Golden LEAF.
8. Confirmation of Eligibility/Permissible use of Funds: The Grantee confirms: (1) that the Internal Revenue Service has determined that the Grantee is an organization described in Section 501(c) (3) of the Internal Revenue Code of 1986, as amended, and that such determination has not been revoked, or (2) that the Grantee is a federal, state, or local governmental

unit. Grantee agrees to notify Golden LEAF promptly if the Grantee's tax-exempt status is revoked or modified in any way. The Grantee agrees that it will use the funds from this grant only for charitable, educational, or scientific purposes within the meaning of Section 501(c)(3) of the Code, and that it will not use the funds from this grant in any way that would result in or give rise to private inurement or impermissible private benefit. The Grantee agrees that no funds from this grant will be used to carry on propaganda or otherwise to attempt to influence legislation, to influence the outcome of any public election, or to carry on directly or indirectly any voter registration drive. If grant funds are used to pay for sales tax for which the Grantee receives a refund, Grantee will use the refund for expenses that are consistent with the purpose of the grant and permissible under this Agreement. Unless otherwise agreed by Golden LEAF in writing, no portion of the Grantee's rights or obligations under this Agreement may be transferred or assigned to any other entity.

9. Compliance with laws/liens: The Grantee is in material compliance with all federal, state, county, and local laws, regulations, and orders that are applicable to the Grantee, and the Grantee has timely filed with the proper governmental authorities all statements and reports required by the laws, regulations, and orders to which the Grantee is subject. There is no litigation, claim, action, suit, proceeding or governmental investigation pending against the Grantee, and there is no pending or (to the Grantee's knowledge) threatened litigation, claim, action, suit, proceeding or governmental investigation against the Grantee that could reasonably be expected to have a material adverse effect upon the Grantee's ability to carry out this grant in accordance with its terms. The Grantee has timely paid all judgments, claims, and federal, state, and local taxes payable by the Grantee the non- payment of which might result in a lien on any of the Grantee's assets or might otherwise adversely affect the Grantee's ability to carry out this grant in accordance with its terms.
10. Conflict of interest: In connection with the project funded by Golden LEAF, no employee, officer, director, volunteer, or agent of the Grantee shall engage in any activity that involves a conflict of interest or that would appear to a reasonable person to involve a conflict of interest. Without limiting the foregoing principle, except as described below, in connection with implementation of the project funded by Golden LEAF, Grantee shall not procure goods or services from any Interested Person or from any individual or entity with which any Interested Person has a financial interest or from any family member of an Interested Person, nor shall Grantee use Golden LEAF grant funds to provide goods, services, or compensation (other than customary and reasonable wages and benefits) to any Interested Person or to any family member of an Interested Person. "Interested Person" includes officers and directors of the Grantee, and employees of the Grantee with authority to procure goods or services for the Grantee related to the project funded by Golden LEAF. For purposes of this section, family members shall include: (1) spouse, (2) ancestor, (3) brother, (4) half-brother, (5) sister, (6) half-sister, (7) child (whether by birth or by adoption), (8) grandchild, (9) great grandchild, or (10) spouse of brother, half-brother, sister, half-sister, child, grandchild, or great grandchild. An Interested Person has a financial interest if the Interested Person has, directly or indirectly, through business, investment, or family: a) an ownership or investment interest in any entity with which the Grantee has a transaction or arrangement; b) a compensation arrangement with the Grantee or with any entity or individual with which the Grantee has a transaction or arrangement; or c) a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Grantee is negotiating a transaction or arrangement. Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. An Interested Person must inform the Grantee of the Interested Person's financial interest upon becoming aware that the Grantee is considering procuring goods or services from any individual or entity with which any Interested Person has a financial interest. The foregoing notwithstanding, if after exercising due diligence, the governing board or committee of the Grantee determines that the Grantee is not reasonably able to secure a more advantageous transaction or arrangement from an individual or entity with which an Interested Person does not have a financial interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Grantee's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination the Grantee shall make its decision as to whether to enter into the transaction or arrangement and shall keep written records of the meeting at which that decision was made. The Grantee shall inform all Interested Persons of the requirements set forth in this section. If the requirements set forth in this section conflict with any statute or regulation applicable to the Grantee, the statute or regulation shall control. If the Grantee has a conflicts of interest policy or similar policy that provides more stringent restrictions and protections than those in this section, the Grantee may comply with its policy rather than the policy contained herein. The Grantee may request that the President of the Foundation approve a conflict of interest policy that varies from the requirements of this section. This section does not alter the requirement that Grantee may not use the funds from this grant in any way that would result in or give rise to private inurement or impermissible private benefit.
11. Procurement/Disposition: All goods or services acquired using Golden LEAF grant funds must be reasonably necessary

to implement the project funded. All procurement transactions involving the use of Golden LEAF grant funds will be conducted to provide, to the extent possible and reasonable, free and open competition among suppliers. The Grantee should use reasonable efforts to procure goods and services from local businesses, small businesses, minority-owned firms, and women's business enterprises. The Grantee will seek competitive offers where possible and reasonable to obtain the best possible quality at the best possible price. Some form of cost or price analysis shall be made and documented in connection with every individual procurement in excess of \$1,000.00. Price analysis may be accomplished in various ways, including the comparison of price quotations or market prices, including discounts. For any single procurement of \$100,000.00 or more, Grantee will use a competitive bid process that is designed to attract a reasonable number of responsive bidders. The requirements of the bid process may vary depending on the value of the procurement. When evaluating bids received, the Grantee is not required to take the lowest price if other factors are reasonably important to the Grantee; however, the bases for evaluation and selection should be listed in the procurement documents and there should be an objective method for the decision made by the Grantee. The decision should be documented in writing. If the Grantee is subject to statutory or regulatory procurement requirements, those requirements supersede this section. The Grantee may request that the President of Golden LEAF approve the Grantee's use of a procurement policy that varies from the requirements of this section. If equipment purchased by the Grantee using Golden LEAF funds is no longer needed or used for the project funded, the Grantee may donate the equipment to a North Carolina governmental entity or a North Carolina organization recognized as an organization described under Section 501(c)(3) of the Internal Revenue Code. In making such a donation, the Grantee must comply with statutory or regulatory requirements that apply to the Grantee, must use reasonable efforts to ensure that the equipment is used for purposes consistent with this grant, and must document and retain records evidencing the donation in accordance with the terms and condition of this Agreement.

12. Project and budget modification: The Grantee will immediately notify Golden LEAF of anything that may materially affect the Grantee's ability to perform the project funded. **If the Grantee proposes to modify the budget, the objectives, or any other feature of the project funded, the Grantee shall not encumber or expend any funds from this grant for such purposes unless and until Golden LEAF has approved such proposed modifications in writing.** Moreover, no further payments shall be made to the Grantee in connection with the project funded unless and until Golden LEAF has approved such proposed modifications in writing, which may be a communication sent through Golden LEAF's grants management system to the Grantee.
13. Use of grant funds/rescission and termination of grants: The Grantee accepts and will retain full control of the disposition of funds awarded to the Grantee by Golden LEAF under this grant and accepts and will retain full responsibility for compliance with the terms and conditions of the grant. Grant funds shall be utilized exclusively for the purposes set forth above. If the Grantee breaches any of the covenants or agreements contained in this Agreement, uses grant funds for purposes other than those set out above, or any of the representations and warranties made by the Grantee are untrue as to a material fact, the Grantee agrees to repay to Golden LEAF the full amount of this grant. Any condition, purpose, term or provision in Golden LEAF's resolution approving funding, in this Agreement, or in the budget or other forms approved by Golden LEAF shall take precedence over any conflicting provision in the Grantee's application. Grantee shall not use grant funds for any purpose not included in the Grantee's application for funding unless specifically approved by Golden LEAF. If there is a conflict between the purpose of the grant and use of grant funds described in this Agreement and the Grantee's application for funding, this Agreement will control.
14. The Grantee acknowledges receipt of Golden LEAF's policy regarding termination and rescission of grants, which policy is incorporated in this Agreement by reference and is intended to supplement but not replace or limit the rights and remedies of Golden LEAF set forth elsewhere in this Agreement. The Grantee acknowledges that Golden LEAF may, from time to time, amend its policy regarding termination and rescission of grants, and the Grantee acknowledges that the Grantee will be subject to the policy as amended.
15. Release of Funds: Unless otherwise agreed by Golden LEAF, up to twenty percent (20%) of funds may be released in advance after all conditions on the release of funds are satisfied. Funds may be released in additional advances of up to twenty percent (20%) of the grant amount upon receipt of evidence satisfactory to Golden LEAF that funds previously released have been properly expended and accounted for. Funds may also be released on a reimbursement basis, in which case payments may be made in an amount equal to or up to eighty percent (80%) of the grant amount upon receipt of evidence satisfactory to Golden LEAF that funds have been properly expended and accounted for. Unless otherwise approved by the President of Golden LEAF, a sum equal to twenty percent (20%) of the total amount of the grant will be retained by Golden LEAF until the Grantee completes its obligations under this grant, including submission of a satisfactory final report on the project funded. This final twenty percent (20%) retained by Golden LEAF shall be paid to

the Grantee on a reimbursement basis. If the grant is conditional or contingent, all conditions and contingencies must be met before any payment will be made. Each request for payment shall be submitted through Golden LEAF's online grants management system in accordance with instruction provided by Golden LEAF, unless otherwise directed by Golden LEAF. Payment should not be requested until the Grantee has need for actual expenditures of the funds. The Grantee should request payment at least thirty (30) days prior to its desired payment date.

16. Reporting: The Grantee agrees to submit a progress report to Golden LEAF twice each year, to be received by Golden LEAF six months from the date of award and every six months thereafter unless some other schedule is approved by Golden LEAF. The Grantee agrees to submit a final Progress Report for receipt by Golden LEAF within sixty (60) days after the completion of all obligations for the project funded or the end date, whichever comes first. The Grantee may be required to report results and accomplishments to Golden LEAF for a period beyond the grant term that is reasonably necessary to evaluate the outcomes of the grant. Report forms may be found on Golden LEAF's website, www.goldenleaf.org. The Grantee will submit reports through Golden LEAF's online grants management system following in accordance with instructions provided by Golden LEAF, unless otherwise directed by Golden LEAF. The Grantee will furnish additional or further reports if requested by Golden LEAF on forms and following in accordance with processes prescribed by Golden LEAF.
17. Records: The Grantee agrees to maintain full, accurate and verifiable financial records, supporting documents, and all other pertinent data for the project funded in such a manner so as to identify and document clearly the activities and outcomes of the project funded and the expenditure of Golden LEAF grant funds. Financial records regarding Golden LEAF's grant shall be maintained in such a way that they can be reported separately from monetary contributions, or other revenue sources of the Grantee. The Grantee agrees to retain all financial and programmatic records, supporting documents, and all other pertinent records related to the project funded for a period of five (5) years from the end of the grant term. In the event such records are audited, all project records shall be retained beyond such five-year period until all audit findings have been resolved. The Grantee shall provide to Golden LEAF copies of all financial and other records requested by Golden LEAF and shall make available to Golden LEAF, or Golden LEAF's designated representative, all of the Grantee's records that relate to the grant, and shall allow Golden LEAF or Golden LEAF's representative to audit, examine and copy any data, documents, proceedings, records and notes of activity relating to the grant. Access to these records shall be allowed upon request at any time during normal business hours and as often as Golden LEAF or its representative may deem necessary. The Grantee may be subject to audit by the State Auditor.
18. This Section 18 is applicable if the following blank is marked: _____ Staff Initials & date: _____

Intellectual property/new developments: In consideration of its receipt of funds granted by Golden LEAF, the Grantee agrees that during the course of the project funded by the grant, the Grantee, and any recipient of grant funds, will promptly disclose to Golden LEAF any improvements, inventions, developments, discoveries, innovations, systems, techniques, ideas, processes, programs, and other things, whether patentable or unpatentable, that result from any work performed by or for the Grantee in connection with the project funded, or by individuals whose work is funded by the grant (the "New Developments"). If the Grantee provides to Golden LEAF a copy of any Invention Disclosure Reports it receives from Grantee employees that report making inventions under this Agreement, then the Grantee will be deemed to have satisfied the disclosure requirement in the preceding sentence.

The Grantee agrees that it, and any recipient of grant funds, shall take all reasonably appropriate actions to assure that the New Developments shall be and remain the sole and exclusive property of the Grantee. In the event that the interests of the public would be served by commercialization of the New Developments, the Grantee agrees to use its best reasonable efforts to pursue the commercialization of any such New Developments in a manner that will serve the interests of the public, including but not limited to the transfer, assignment or licensing of such New Developments; provided, however, that the Grantee, and any recipient of grant funds, shall not transfer, assign or license such New Developments in part or in whole without first having obtained the written consent of Golden LEAF.

Any revenue generated as a result of transferring, assigning, or licensing New Developments will be managed by the Grantee in accordance with its published patent, copyright and technology transfer procedures, if any, and in the absence of such procedures such revenue will be managed by the Grantee in accordance with procedures approved by Golden LEAF. Such procedures typically will prioritize the distribution of revenues to insure that the Grantee first honors its obligation to its inventors and then to cover its own out-of-pocket expenses as necessary to protect its intellectual property.

The Grantee and Golden LEAF further agree that should there be any revenue generated greater than that necessary to meet the obligations of the preceding paragraph (“Net Revenue”), the Net Revenue shall be managed by the Grantee as follows:

- a) 15% of the Net Revenue will be retained by the Grantee as a fee for the management and distribution of funds as required under this Agreement.
- b) 30% of the remaining Net Revenue will be paid to Golden LEAF.
- c) 70% of the remaining Net Revenue will be retained by the Grantee and used in accordance with the procedures referenced in the preceding paragraph above.

The Grantee's obligations pursuant to this Section will continue beyond the expiration of the funding period.

- 19. **Independent entity:** The Grantee acknowledges and agrees that the Grantee is an entity independent from Golden LEAF, is not an agent of Golden LEAF, and is not authorized to bind Golden LEAF to any agreement of payment for goods or services. The Grantee is responsible for payment of all its expenses, including rent, office expenses and all forms of compensation to employees. It shall provide workers compensation insurance to the extent required for its operations and shall accept full responsibility for payments of unemployment compensation, social security, income taxes and any other charges, taxes or payroll deductions required by law in connection with its operations, for itself and its employees. All expenses incurred by the Grantee are the sole responsibility of the Grantee, and Golden LEAF shall not be liable for the payment of any obligations incurred in the performance of the project funded.
- 20. **Non-discrimination:** The Grantee shall not discriminate by reason of age, race, ethnicity, religion, color, sex, parental status, national origin, genetic information, political affiliation, protected veteran status, or disability, or any other legally protected status, in connection with the activities of a project funded by Golden LEAF.
- 21. **Publicity:** All publicity and printed materials regarding projects or activities supported in whole or in part by this grant should contain the following language: **“This project received support from the Golden LEAF Foundation.”** The Golden LEAF logo is to be displayed in all of the Grantee’s publicity and printed materials relating to this grant. The Golden LEAF Brand and Publicity Guide can be accessed at www.goldenleaf.org/brand-and-publicity-guide/. For assistance with publicity, including review of all press releases, please contact Golden LEAF staff (news@goldenleaf.org).
- 22. **Authority to execute/Necessary Approvals Obtained:** The individual signing below certifies their authority to execute this Agreement on behalf of the Grantee and that the Grantee has received any third-party approval that may be required prior to entering this Agreement. By executing this Agreement, the Grantee, to induce Golden LEAF to make this grant, makes each of the representations set forth hereinabove and certifies that each of such representations is true, accurate and complete as of the date hereof.

IN WITNESS WHEREOF, the Grantee has executed this Agreement as of the date below:

Name of Grantee Organization (print): _____

Signature: _____

Name of Person Signing (print): _____

Title of Person Signing (print): _____

Date: _____

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 #: VI-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: June 25, 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 –
 - 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 June 25th Council meeting. These were rebid after the initial May date to comply with procurement requirements.
 - Some demolition of older playground equipment has commenced as employees are making room for upcoming major demolition efforts.
 - 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.
 - Proposed RFP will be posted in early July, with an anticipated final award at the August 20th Council meeting.
 - 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 early July with the hopes to award a bid at the August 20th Council meeting.
 - F. Crosswalks –
 - Jason Pegram, Assistant Public Services Dir., identified that there were available funds to complete repainting/stamping at the Guilford & Main intersection during this FY. This work is now complete.
 - G. ARPA Sidewalk Project
 - Paul Blanchard, Public Services Dir., said that contracts are being finalized and design work will begin immediately following approvals of all contracts

through our attorneys.

- Smaller sidewalk projects included in ARPA funding are also awaiting final contract review and signatures. Work will begin shortly after that is complete.

- H. Music in the Park will continue on July 5th with the Special Occasion Band! Bring out your beach balls and flip-flops and watch as folks stroll up and down the “Boardwalk” in front of the stage at Wrenn Miller Park! 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. A special thank you to Jason Pegram, Assistant Dir. of Public Services, for his work in completing a rehabilitation of the crosswalks at the intersection of Guilford and Main St. The other crosswalks are scheduled to be rehabilitated during the Main Street waterline project later this year.

- J. Special recognition is due to Rebecca Ashby, Grants Administrator, has secured \$769,000 in grant funding from the Golden LEAF Foundation Board of Directors for stormwater improvements in the Forestdale East neighborhood. The Town would like to thank The Golden LEAF Foundation for their support in funding assistance to bring relief to this neighborhood.

- K. It is with great pleasure that I am able to announce that Faith Wilson, Finance Director, has completed her Certified Finance Officer credentialing through the NC Government Finance Officers Association. Faith completed all requirements – 5 courses and 2 exams – to earn this credential. All during the course of a major transition due to retirement, a change in the Town’s auditors, a difficult budget year, and a very complicated Annual Comprehensive Finance Report process.

- L. The Town of Jamestown will celebrate the Independence Day holiday on Thursday, July 4th. Town offices will be closed on July 4th. There will not be an impact on regular garbage and recycling pickup. Bulky item pickup (which is normally scheduled for the first Thursday of the month) will be delayed until July 11th.

Key Dates:

- July 4th – Town offices closed in observance of Independence Day
- July 11th – Bulky Item pickup
- July 16th – Town Council meeting – 6 PM – Civic Center Chambers