



Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council
July 19, 2022
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 June 6th Special Town Council Meeting
 - B. Approval of minutes from the June 23rd Regular Town Council Meeting
 - C. Approval & Sealing of the June 23rd Closed Session Minutes
 - D. Approval of addition of Juneteenth to the Town of Jamestown's scheduled holidays
 - E. Appointment of ETJ Alternate Planning Board Member
 - F. Proclamation National Night Out
 - G. Analysis of the Financial Position of the Town of Jamestown
 - H. Analysis of the Financial Position of the Jamestown Park & Golf Course
 - I. Notification of Advances
 - J. Budget Amendment #1
- III. **Public Comment**
- IV. Proclamation recognizing Parks and Recreation Month- Council Member John Capes
- V. **Old Business-**
 - A. Consideration of adoption of American with Disabilities Act (ADA) Plan- Ted Kallam, WithersRavenel
 - B. Consideration of approval of Capital Project Ordinance for Penny Road Sidewalk Project- Judy Gallman, Finance Director
- VI. **New Business-**
 - A. Consideration of approval of special event permit request for the Jamestown Rotary Christmas Parade- Cliff Paddock, Rotary Club Representative
 - B. Consideration of acceptance of property donation located at 6007 West Gate City Blvd. (parcel #156246) from NCDOT- Matthew Johnson, Town Manager
- VII. **Manager/Committee Reports-**
 - A. Manager Report
 - B. Council Member Committee Reports
- VIII. **Public Comment**
- IX. **Other Business**
- X. **Closed Session per G.S. 143-318 to discuss a Personnel Matter**
- XI. **Adjournment**

Working Agenda for the July 19th 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. Council Member makes a motion to approve the agenda. Council Member makes a second to the motion. Then vote.
6:05 pm	II. Consent Agenda		
6:05 pm	<ul style="list-style-type: none"> A. Approval of minutes from the June 6th Special Town Council Meeting B. Approval of minutes from the June 23rd Regular Town Council Meeting C. Approval & Sealing of the June 23rd Closed Session Minutes D. Approval of addition of Juneteenth to the Town of Jamestown's scheduled holidays E. Appointment of ETJ Alternate Planning Board Member F. Proclamation National Night Out G. Analysis of the Financial Position of the Town of Jamestown H. Analysis of the Financial Position of the Jamestown Park & Golf Course I. Notification of Advances J. Budget Amendment #1 		Council Member makes a motion to approve the consent agenda. Council Member makes a second to the motion. Then vote.
6:05 pm	III. Public Comment		Please state your name and address and adhere to the 3 minute time limit
6:20 pm	IV. Proclamation recognizing Parks and Recreation Month	Council Member Capes	Council Member Capes to present the Proclamation to Scott Coakley and Josh Brown.
6:25 pm	V. Old Business		
	A. Consideration of adoption of American with Disabilities Act (ADA) Transition Plan	Call on T. Kallam	Kallam to present information on the revised version of the ADA Transition Plan. Council Member makes a motion to adopt/deny the ADA Transition Plan. Council Member makes a second to the motion. Then vote.
	B. Consideration of approval of Capital Project Ordinance for Penny Road Sidewalk Project	Call on J. Gallman	Gallman to present information on the Capital Project Ordinance for Penny Road Sidewalk Project. Council Member makes a motion to approve/deny the Resolution adopting a Capital Project Ordinance for Penny Road Sidewalk Project. Council Member makes a second to the motion. Then vote. Council Member makes a motion to approve/deny Budget Amendment #2. Council Member makes a second to the motion. Then vote.
	VI. New Business		
	A. Consideration of approval of special event permit request for the Jamestown Rotary Christmas Parade	Call on C. Paddock	Paddock to present information on the special event permit request for the Jamestown Rotary Christmas Parade. Council Member makes a motion to approve/deny the special events permit request and to reimburse the Rotary Club for the requested costs. Council Member makes a second to the motion. Then vote.
	B. Consideration of acceptance of property donation located at 6007 West Gate City Blvd. from NCDOT	Call on M. Johnson	Johnson to present information regarding the acceptance of property donation located at 6007 W. Gate City Blvd. from NCDOT. Johnson to request that Council accept the donation. Council Member makes a motion to accept the property located at 6007 W. Gate City Blvd. from NCDOT and authorize the Town Manager and town Attorney to begin drafting a long-term lease with Pineroft Sedgfield Fire Department. Council Member makes a second to the motion. Then vote.
	VII. Manager/Committee Reports		
	A. Manager Report	Call on M. Johnson	Johnson to present his monthly Manager's Report to Town Council.
	B. Council Member Committee Reports	Mayor Montgomery	Mayor Montgomery to request that Council Members give reports for any Committees that they serve on.
	VIII. Public Comment		Please state your name and address and adhere to the 3 minute time limit

	IX. Other Business		
	X. Closed Session per G.S. 143-318 to discuss matters related to a Personnel Matter		Council Member makes a motion to go into closed session per G.S. 143-318 to discuss matters related to a Personnel Matter. Council Member makes a second to the motion. Then vote. Council Member makes a motion to resume open session. Council Member makes a second to the motion. Then vote.
	XI. 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
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the June 6th Special Council Meeting

AGENDA ITEM #: II-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Minutes from the June 6, 2022 Special Town Council Meeting

ATTACHMENTS: Minutes from the June 6, 2022 Special Town Council Meeting

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A

DRAFT

**Special Meeting of the Town Council
June 6, 2022
9:00 am in the Civic Center
Minutes & General Account**

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

Council Members Absent: Council Member Capes

Staff Members Present: Matthew Johnson, Katie Weiner, Anna Hawryluk, Judy Gallman, Faith Wilson, Paul Blanchard, & Jamey Claybrook

Visitors Present: Lyda Carpen, Andrea Spencer, & Carol Brooks

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

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

Consideration of approval of Budget Amendment #19- Gallman stated that informal bids had been received for the Potter sidewalk project. She said that the lowest bid was \$54,925, which was \$5,000 more than had been budgeted. She noted that budget amendment #19 would appropriate fund balance to pay the difference. She also stated that staff had canceled the order for a garbage truck and that the amendment would adjust the budget to reflect that change. Gallman added that staff did not believe that the golf equipment that had been ordered would be received before June 30th. Therefore, the amendment would cancel the financing and appropriate fund balance to pay for the equipment. Gallman requested that Council approve budget amendment #19.

Council Member Rayborn made a motion to approve budget amendment #19. Council Member Wolfe made a second to the motion. The motion passed by unanimous vote.

(Budget Amendment #19)

Consideration of award of contract to the lowest, responsive responsible bidder for the Potter Sidewalk Improvements- Johnson said that the CIP identified a need for a sidewalk to be constructed in front of Jamestown Elementary School to improve the safety of pedestrians crossing the Brookdale/Potter intersection. He requested that Council authorize the Town Manager to award the contract to the lowest responsive, responsible bidder, Atlantic Contracting Company, Inc., in the amount of \$54,925.

Council Member Wolfe made a motion to authorize the Town Manager to award the contract to the lowest responsive, responsible bidder, Atlantic Contracting Company, Inc., in the amount of \$54,925. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

Discussion about the Update to the Town of Jamestown's Strategic Plan- Johnson stated that it was time to update the Town's Strategic Plan. He noted that the Plan allowed for Council to set specific goals. He added that staff used the Plan as a guide for budgeting and work prioritization.

Johnson highlighted that one of the goals listed was the development of branding and marketing strategies. He said that staff had been working with Tigermoth Creative to accomplish that goal. He introduced Lyda Carpen and Andrea Spencer with Tigermoth to Council.

Spencer gave an overview of the process that had been conducted to create a messaging guide and brand graphics for the Town. She noted that they had met with residents and local business owners to gain insight about Jamestown's culture and history. She added that Hawryluk and Johnson had reviewed the messaging guide that resulted from their conversations. She noted that the guide would serve as a resource for staff to use to promote the Town. She stated that the four central themes that arose were as follows:

- There are all kinds of ways to get out of the grind and enjoy being in the moment.
- People feel good here.
- Every shop, sip, and bite is specially crafted.
- Great thought and great people went into the establishment of Jamestown centuries ago- and we're committed to being thoughtful about Jamestown's evolution.

Spencer said that the themes were used to create the following two taglines:

- Where history and possibility meet.
- Where the past meets being present.

Council Member Straughn stated that he appreciated that they incorporated the importance of local businesses to the Town's culture.

Carpen gave Council an overview of the proposed graphics that could be used for branding. She noted that the color scheme used the colors that were in the Town's seal. She said that one included more blue hues and the other had more red tones. There were three different conceptual ideas for the graphics. They were as follows:

- *Vintage*- inspiration from postcards and travel posters that gave a nod to Jamestown as a destination
- *Illustrated Montage*- included montage of Jamestown landmarks using a vibrant style
- *Traditional*- type-driven graphic with an interesting shape and text arrangement which could include landmarks

Council Member Wolfe stated that she appreciated their work. She said that she wanted "home" to be incorporated in the tagline. She added that the idea of Jamestown being a great hometown was as important as promoting local businesses.

Mayor Montgomery said that she liked the use of the colors from the seal in the graphics. She stated that she was leaning towards the second option with the different landmarks. She added that she did not like the, "Where the past meets being present," tagline.

Council Member Straughn agreed that he did not like that tagline. However, he added that he liked the other one much better. He said that he liked the first graphic option, but he wanted to ensure that anyone included in the photographs were from Jamestown.

Council Member Rayborn said that she loved the second graphic option. She said that it reminded her of mid-century art which was aligned with the Town's incorporation date. She added that it was less likely to look dated in the future. She also liked the tagline that referenced history.

Carpen stated that it seemed that there was consensus on the tagline, "Where history meets possibility." She asked Council if they had a color scheme preference. Mayor Montgomery stated that she liked the version which displayed blue as the prominent color because it was less likely to fade than red on banners, signs, etc. Council agreed with Mayor Montgomery on the color scheme. Carpen discussed the graphic options with Council. She said that she could change some of the elements of the second option if that would be beneficial. Mayor Montgomery requested that the public library, the Shubal Coffin house, and the old firetruck be included. Council Member Straughn wanted the American flag to be depicted, and Council Member Rayborn wanted the train to be switched to a passenger train.

Johnson presented an overview of the updates to the Town's Strategic Plan. He noted the goals that had been completed and highlighted the ones that staff had added to the Plan. The goals that staff had added to the Plan were as follows:

- Maintain and Update Strategic Plan Outcomes and Goals
- Update Facility Use Policy for Jamestown Golf Clubhouse
- Provide for the repair, improvement, and replacement of vehicle and facility needs
- Seek marketing opportunities to promote Jamestown
- Update Solid Waste Collection Policy
- Work with PSFD to create a plan for Fire Station Improvements
- Increase internet capabilities at all Town facilities
- Seek additional revenue sources for street resurfacing
- Utilize the Bicycle and Pedestrian Plan to improve and build sidewalk and cycling connectivity
- Utilize ADA Plan to increase compliance in public facilities
- Utilize Comprehensive Parks and Recreation Plan/Golf Strategic Plan to guide park infrastructure improvements

Johnson asked Council to share any goals that they would like to add.

Council Member Wolfe wanted to add the following goals: update Facility Use Policy for the Ragsdale Civic Center, seek marketing opportunities to promote the Clubhouse, provide a citizen academy, and provide personal protection/training for staff.

Council Member Straughn reiterated the need to provide training for staff if additional personal security measures were granted.

Mayor Montgomery called for a ten minute recess at 10:05 am.

Mayor Montgomery called the meeting back to order at 10:15 am.

Hawryluk provided dots to Council Members and requested that they vote for their priorities.

DRAFT

Council Member Straughn stated that some of the goals included in the “Staff Excellence” focus area could be covered by policy because they were ongoing initiatives. Council agreed with him. Johnson and Hawryluk discussed moving those ongoing staff-oriented goals to a different section of the Strategic Plan.

Johnson presented the goals that Council had selected as their priorities. The Council priorities were as follows:

- Update facility use policy and forms for Town facilities (Clubhouse, Civic Center, etc.)
- Further develop Music in the Park and other Town-sponsored events
- Develop and implement a citizen academy
- Evaluate effectiveness of current solid waste collection & recycling services
- Prepare plans for updating/installing restroom and shelters for golf and recreation facilities
- Maintain integrity of water/sewer/stormwater infrastructure
- Install security measures at Town facilities
- Research and implement safety options and ongoing training for security of Jamestown staff
- Utilize the Bicycle and Pedestrian Plan to improve and build sidewalk and cycling connectivity
- Schedule work session to discuss the Town’s role in marketing opportunities
- Implement strategies to recruit employees from diverse populations
- Prepare a plan to implement government mandated stormwater regulations
- Seek opportunities for grant funding for pedestrian and parks/recreation facilities

Council spoke about the details of the goal to “Schedule work session to discuss the Town’s role in marketing opportunities” with Johnson.

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

The meeting ended at 10:55 am.

Mayor

Town Clerk

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: Approval of minutes from the June 23rd Regular TC Meeting

AGENDA ITEM #: II-B



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Minutes from the June 23rd Regular Town Council Meeting

ATTACHMENTS: Minutes from the June 23, 2022 Regular Town Council Meeting

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A

DRAFT

**Regular Meeting of the Town Council
June 23, 2022
6:00 pm in the Civic Center
Minutes & General Account**

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

Staff Members Present: Matthew Johnson, Katie Weiner, Paul Blanchard, Anna Hawryluk, Judy Gallman, Faith Wilson, and Beth Koonce, Town Attorney.

Visitors Present: Robert Coon, Karen Lisenby, Elizabeth Greeson, Mary Fay Bodenheimer, Dennis Forbis, Jamie Forbis, Jenna Johnson, Lee Johnson, Sherrie Richmond, Karen Gunter, Brad Yoder, Robert Frederick, Trish Kirby, Janina Austin, Donna Peterson, Shanna Moore, Peggy Levi, Ryan Moats, Dave Wilson, Lyda Carpen, Andrea Spencer, Rebecca LaPlante, Ted Kallam, Elizabeth Van Horn, Cynthia Smith, Charles LaBella, Betty LaBella, William Yaner, Judith Bruce, Patricia Gray, David Steele, & Carol Brooks

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

- Roll Call- Weiner took roll call as follows:
 - Council Member Wolfe- Present
 - Council Member Capes- Present
 - Mayor Montgomery- Present
 - Council Member Straughn- Present
 - Council Member Rayborn- Present

Weiner stated that a quorum was present.

- Pledge of Allegiance- Council Member Straughn led everyone in the Pledge of Allegiance.
- Moment of Silence- Mayor Montgomery called for a moment of silence.
- Approval of Agenda- Mayor Montgomery asked if anyone had any changes to make to the agenda.

Council Member Rayborn requested to remove the item “Amendment to American Rescue Plan (ARP) Grant Project Ordinance” from the consent agenda and to add the item “Resolution honoring Marlane Conway, High School Representative” to the consent agenda.

Council Member Rayborn made a motion to approve the June 23rd Town Council agenda with the requested changes. Council Member Wolfe made a second to the motion. The motion passed by unanimous vote.

Consent Agenda- The consent agenda included the following items:

- Approval of minutes from the May 11th Special Town Council Meeting
- Approval of minutes from the May 17th Regular Town Council Meeting
- Resolution directing the Clerk to investigate a petition received under G.S. 160A-31
- Analysis of the Financial Position of the Town of Jamestown
- Analysis of the Financial Position of the Jamestown Park & Golf Course
- Notification of Advances

- Budget Amendment #20
- Alliance Code Enforcement Quarterly Report
- Resolution honoring Marlane Conway, High School Representative

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

(Resolution directing the Clerk to investigate a petition received under G.S. 160A-31, Budget Amendment #20, Resolution honoring Marlane Conway)

Public Comment-

- Robert Frederick, 500 Wyndwood Drive- Frederick did not believe that the public hearing for the budget should be held on the same night as those regarding the DR Horton property. He was concerned about the projects included in the budget and the tax rate. He encouraged others to speak during the public hearings.

Consideration of adoption of American with Disabilities Act (ADA) Transition Plan- Johnson stated that the Town had decided to complete a comprehensive assessment of facilities, programs, and policies to determine their compatibility with ADA standards. He added that the Plan outlined interventions that would bring the facilities into compliance. He introduced Ted Kallam, WithersRavenel Representative, to present information on the proposed ADA Plan.

Kallam stated that the project objective was to ensure that all community members had access to municipal facilities, programs, activities, and services. He noted that local governments with fifty or more employees were required to adopt an ADA Transition Plan. Kallam said that they had considered public input, barriers to accessibility, CIP/funding, and ongoing governance when drafting the Plan. He presented examples of possible improvements to be considered. He noted the staff members that would be responsible for the coordination and administration of the Plan.

Council Member Wolfe discussed the details of the ADA Transition Plan with Kallam. She noted that the address listed for the Civic Center was incorrect.

Council Member Wolfe and Council Member Rayborn spoke with Kallam about the historic status of the Jamestown Public Library as it related to ADA standards.

Council Member Wolfe requested that a footnote be added to the section regarding the Pinecroft Sedgfield Fire Department that stated that improvements may not be made until potential renovations to the fire department were complete. She thanked the WithersRavenel team for their work on the Plan.

Mayor Montgomery asked if the Plan could be amended as standards were improved. Kallam said that it was a living document that should be updated annually.

Council Member Straughn discussed whether the facilities would be grandfathered in since they were compliant at the time of their construction. Kallam stated that they would not be considered grandfathered.

Council Member Rayborn made a motion to continue the consideration of the ADA Transition Plan to the July 19th Town Council meeting. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

Presentation of Town of Jamestown’s marketing video- Johnson introduced Dave Wilson and Lyda Carpen with Tigermoth Creative. They had created some marketing materials for the Town including a video, a messaging guide, and several graphics. Wilson and Carpen presented the video to Council.

Carpen gave Council an overview of the messaging guide. She stated that it would be a resource for the Town to use for social media, marketing, etc. She highlighted various taglines included and said that the goal was for everything to feel very authentic to the community.

Council Members discussed some of the specific wording included in the messaging guide with Carpen. Carpen stated that the guide provided various options and that Council could choose which ones they wanted to utilize for marketing purposes.

Council Members discussed the graphics with Carpen. Council Member Wolfe said that she appreciated the changes that Tigermoth had made since the Special Meeting. However, she did not feel comfortable approving the graphics as they were. Council Member Capes and Council Member Rayborn both stated that they liked the graphics.

Council Member Capes made a motion to approve the messaging guide, the graphics, and video for official Town use. Council Member Rayborn made a second to the motion. The motion passed by a 3 to 1 vote with Council Member Wolfe voting in opposition.

Old Business-

- Public Hearing on Question of Annexation pursuant to G.S. 160A-31 for properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road- Hawryluk stated that the public hearing for the consideration of the annexation was opened at the November 16, 2021 Town Council meeting. She said that the Town had received a petition for annexation for the properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road. Hawryluk highlighted the three public hearings on the agenda in regard to the properties were dependent upon one another. She added that the applicant had requested that the public hearing be continued to the June 23rd meeting on April 19th. She noted that a major component of that request was for the developer to receive additional information about the Hazen and Sawyer sewer study. Hawryluk said that the study had been completed and that Blanchard would provide additional information about the results.

Blanchard presented an overview of the results of the Hazen and Sawyer sewer study. He noted that it examined existing conditions of the sewer infrastructure to determine any potential necessary improvements. Blanchard said that they had identified some minor inflow and infiltration issues. He added that prior to development of half of the D.R. Horton project that the Town would need to address issues with about ten manholes. He stated that the manholes were not on the property and that they were much further down in the system. Blanchard said that staff planned to add those improvements to the CIP or to address them while doing some of the other ongoing projects. He introduced the Town’s Land Use Attorney, Tom Terrell.

Terrell provided a detailed overview of the Town's efforts to work with D.R. Horton to draft a development agreement. He noted that the Town had considered a previous request for annexation and rezoning of the property that had been submitted by Diamondback Investment. Terrell stated that the Town had denied the request because there was a lack quality in the applicant's plan. He highlighted that the denial had nothing to do with the Town's unwillingness to see the land developed. Terrell added that Diamondback had approached the legislature and had attempted to have the property removed from Jamestown's ETJ which the Town had thwarted.

Terrell noted that D.R. Horton had purchased the property from Diamondback. He said that the development team had met with Town staff about the possibility of a new application for annexation and rezoning with the condition that a development agreement would be approved by the Town Council. Terrell stated that David Treme, Interim Town Manager, had drafted a letter to D.R. Horton clearly defining the Town's expectations in regard to the level of quality necessary for the development to be approved. Terrell spoke at length about the ways in which the D.R. Horton team had failed to provide constructive feedback on the development agreement. He also provided examples of their failure to attempt to meet the quality standard that had been discussed in the initial conversations. Terrell said that the Town had learned that the developer had reached out to the legislature to try to persuade them to remove the property from the Town's ETJ. He said that he was extremely disappointed in D.R. Horton's efforts to work with the Town to make the development something that everyone could be proud of once the project was complete.

Terrell stated that the Council could either deny the applicant or allow D.R. Horton 90 days to begin meaningful work on the development agreement. He advised that they give the applicant one more chance to work with Town staff and encouraged D.R. Horton to replace their spokesperson with their attorney, Marc Isaacson.

Council Member Straughn thanked Terrell for providing such a detailed overview of the timeline for the public. Council Member Straughn and Council Member Capes both voiced their disappointment in the lack of effort made by the D.R. Horton development team.

Johnson came forward. He gave an overview of the way that the rezoning process works. He highlighted that the Town was legally required to consider rezoning applications that were submitted. However, he said that Council did have the authority to deny requests that did not meet the Town's standards or was not a proper fit. Johnson stated that D.R. Horton and the previous developer had attempted to circumvent the process by going to the legislature. He said that staff would continue to treat the applicant with respect and attempt to collaborate. However, he noted that it was imperative that the public know that staff and Council was working diligently to protect the Town's interest on all fronts while being reasonable to the applicant.

Mayor Montgomery called the applicant forward to speak.

Ryan Moats came forward. He said that he was representing D.R. Horton and that his address was as follows: 4150 Mendenhall Oaks Parkway, High Point, NC 27265. He stated that D.R. Horton respectfully disagreed with the vast majority of the things that Terrell had said. He added that D.R. Horton's attorney was not able to attend and that they would feel more

comfortable having further discussions about the project with him present. Moats requested that Council continue the public hearing.

Council Member Straughn asked Moats what gave D.R. Horton the right to attempt to take the property out of Jamestown's ETJ. Moats said that he would prefer to answer the question with his attorney present.

Council Member Capes said that the Town had been acting in good faith in order to collaborate with D.R. Horton. He reiterated that the developer's attempt to remove the property from the ETJ was inappropriate. He asked for an explanation. Moats said that he would prefer to have his attorney present while having discussions about the application.

Council Member Wolfe asked if 90 days would be a sufficient amount of time for D.R. Horton to be prepared to discuss the project. Moats said he believed it would be enough time, but he needed to confirm with his team.

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

- Janina Austin, 403 Thornwood Road- Austin said that everybody present took the time to come to the meeting and it was unfortunate that D.R. Horton's attorney was not there. She urged Council to deny the request because the developer had been wasting the Town's time and continued to be disrespectful.
- William Yaner, 4629 Jamesford Drive- Yaner said that the quality of life portrayed in the marketing video was in direct contrast with the potential development. He noted that the video was excellent and he thanked Council for standing up to D.R. Horton.
- Elizabeth Van Horn, 604 Thornwood Road- Van Horn stated that the marketing video was beautiful and spoke about a deeply rooted sense of place. She added that it evoked the Town's history and captured the small town feel of Jamestown. Van Horn noted that a large development was not an appropriate fit. She said that the Town needed a plan that respects the people and considered the potential environmental impacts. She encouraged Council to consider the possibility of a better plan for the property.
- Cynthia Smith, 122 Gannaway Street- Smith said that she moved to Jamestown because it was a less populated area. She added that she was concerned about access to healthcare and services if the property were developed. She recommended that Council deny the request.
- Donna Peterson, 105 Tandy Court- Peterson stated that she was interested in the AARP designation that the Town had received. She highlighted the importance of promoting age-targeted housing for the older community. Peterson said that she did not think that the development agreement addressed that need.
- Trish Kirbey, 131 Thora Drive- Kirbey thanked Council for standing up to D.R. Horton. She reiterated the discrepancy between the video and the potential development. She said that she moved to Jamestown because it was a small town, and that she hoped it stayed that way.

DRAFT

Mayor Montgomery opened the floor to Council for discussion.

Council Member Straughn said that he was extremely disappointed at the lack of progress made by the development team. He added that the Town had spent time and money in order to ensure that the project was a reflection of the Town's expectation for a high-quality development. He stated that it was disheartening that the applicant was not prepared to speak even though the Town had been cooperative throughout the entire process.

Council Member Capes stated that he struggled with allowing an extension. However, he agreed with Council Member Straughn that the Town had invested money into the process. He noted that he also did not want to give the developer any opportunity to persuade the legislators that the property should be removed from the ETJ.

Council Member Wolfe said that the Town's Land Use Attorney had strongly recommended that Council allow 90 days for the developer to make one last effort to work with the Town. Council Member Rayborn agreed that an extension should be given based on Terrell's advice.

Mayor Montgomery commended the Town staff and Council for continuing to take the high road by conducting themselves as professionals.

Council Member Wolfe made a motion to continue the public hearing to the September 20th Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Public Hearing on rezoning request from D.R. Horton for properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road from AG (Agricultural) to PUD (Planned Unit Development) - Hawryluk stated that a petition for rezoning had been received and reviewed by the Planning Board. She noted that the public hearing was opened at the January 25th Town Council meeting for the consideration of the rezoning of the parcels from agricultural to planned unit development. She said that the rezoning request would also include the adoption of a development agreement.

Mayor Montgomery opened the public hearing to anyone that would like to speak about the rezoning request.

Nobody came forward. Mayor Montgomery opened the floor to Council for discussion.

Council Member Rayborn made a motion to continue the public hearing to the September 20th Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Public Hearing for consideration of Development Agreement for D.R. Horton Property- Hawryluk reiterated that a petition for a rezoning request had been received and that the request would include a development agreement.

Mayor Montgomery opened the public hearing to anyone that would like to speak about the development agreement.

Nobody came forward. Mayor Montgomery opened the floor to Council for discussion.

Council Member Capes made a motion to continue the public hearing to the September 20th Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

Mayor Montgomery called for a ten minute recess at 8:00 pm.

Mayor Montgomery called the meeting back to order at 8:10 pm.

- Public Hearing for the consideration of adoption of the Proposed Budget and CIP FY 2022/2023- Gallman said that the proposed budget was prepared in accordance with G.S. 159 and the Local Government Fiscal Control Act. She highlighted that all funds within the budget were balanced. Gallman added that all revenues and expenditures were identified. She presented information on the Town's capital improvement program and the proposed tax rate of \$0.485/\$100. She noted increased fees for water and sewer rates.

Mayor Montgomery opened the public hearing to anyone that would like to speak about the proposed budget.

- Robert Frederick, 500 Wyndwood- Frederick said that staff was overestimating expenses and underestimating revenues. He was upset that the Town was not spending the money in its reserves because he believed it was losing value. He stated that he thought the tax rate should be lowered.

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

Council Members thanked staff for their hard work on the budget.

Council Member Straughn said that he was usually of the opinion that lower taxes were better. However, he noted that the Town had to be prepared to provide services that cost more money.

Council Member Rayborn stated that the cost of materials had increased and the Town was fortunate to be able to meet the needs of the community as a result of being fiscally responsible.

Council Member Rayborn made a motion to approve the proposed budget and CIP for fiscal year 2022/2023. Council Member Capes made a second to the motion.

Weiner took a roll call vote as follows:
Council Member Wolfe- Aye
Council Member Capes- Aye
Council Member Straughn- Aye
Council Member Rayborn- Aye

The motion passed by unanimous vote.

(Resolution adopting a Capital Improvement Program for the Town of Jamestown for fiscal years 2022/2023 to 2026/2027)

- Consideration of adoption of the Town of Jamestown’s updated Strategic Plan- Johnson said that the Town of Jamestown’s Strategic Plan was designed to be a multiyear representation of the Town’s mission. He added that it aimed to serve as a roadmap for staff and Council for the next three to five years. He said that Council and staff met on June 6th to discuss and review the Plan. He said that the version included in the packet reflected the input received from Council. Johnson requested that Council adopt the Strategic Plan for 2022.

Council Member Capes made a motion to adopt the Town of Jamestown’s Strategic Plan. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

New Business-

- Consideration of approval of special event permit request- Johnson said that Friends for an Earlier Breast Cancer Test was the nation’s only nonprofit breast cancer organization exclusively focused on identifying an earlier detection test. He stated that they were proposing to host a 5k, dog walk, and 1 mile fun run to benefit their cause. He said that the applicant had been working with the Town to secure the use of Wrenn Miller Park as a site for their 2022 event. Johnson noted that there were a few outstanding questions related to the use of NCDOT roadways, but staff felt that they could be resolved in the upcoming weeks. He requested that Council approve the special event permit request with the requirement that the event was subject to conditions imposed by NCDOT.

Council Member Wolfe asked that they also provide a copy of their liability insurance.

Council Member Capes made a motion to approve the special events request subject to any conditions imposed by NCDOT, the requirement that they provide a copy of their liability insurance, and that the permit be reviewed by Beth Koonce, Town Attorney. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

- Consideration of approval of Clubhouse Facility Use Guide- Johnson said that a copy of the updated Facility Use Guide for the Jamestown Park Clubhouse was included in the Council packet. He stated that the updates included rate changes to be consistent with costs for cleaning vendors, event host wages, and security detail wages. He added that the policy also provided clarity on what types of activities were permitted/prohibited, policies for refunds of deposits, and limits of liability insurance required.

Council Member Wolfe asked that the contact information for rentals be changed from Town Hall to the Golf Pro Shop. She also requested that a list of approved caterers be included with input from the civic groups.

Council Member Wolfe made a motion to adopt the Jamestown Park Facility Use Guide with the requested changes. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Discussion of receipt of offer from George Ragsdale for property located at 304 R1 East Main Street (parcel #160253)- Johnson stated that the Town had received an offer to purchase property located at 304 R1 East Main Street from George Ragsdale for \$15,200. He said that it was a landlocked piece of property that the Town owned that had a waterline running through it. He requested direction from Council on how to proceed.

Council Member Capes asked if the Council had to entertain offers on the property. Johnson said that they did not.

Council Member Straughn spoke about potential issues with access to the waterline. Johnson stated that the Town would have to receive easements for access. Council Member Straughn spoke with Koonce about costs associated with the upset bid process.

Council Members agreed that they were not currently interested in selling the property.

Council Member Capes made a motion to direct the Town Manager to not entertain offers on the property. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

Manager/Committee Reports-

- Manager Report-Johnson presented his Manager's report to Council. He stated that the Town Council and Planning Board would hold a joint meeting on June 27th to discuss short-term rentals with the Town's Land Use Attorney, Tom Terrell. He noted that Music in the Park would be held on July 1st and would feature the Special Occasion Band. Johnson stated that Town Hall would be closed on July 4th and that the Jamestown Veterans would hold a flag raising ceremony at 11:00 am in Wrenn Miller Park. He highlighted that the Potter Sidewalk project was complete.
- Council Member Committee Reports-
 - Council Member Wolfe said that she had a report from NCDOT regarding East Fork Road. She stated that they planned to install chevrons and reduce the speed limit to prevent future accidents.
 - Council Member Capes stated that there was no Parks and Rec meeting. However, he had participated in a call with Council Member Rayborn, staff, and Preservation NC for the purpose of discussing the Oakdale Cotton Mill. He noted that he was very disappointed with the property owners and their lack of responsiveness. Council Member Rayborn thanked staff for attempting to assist the property owners by putting them in contact with Preservation NC. She was concerned about the people that were renting from the property owners. She stated that the Town had gone out of their way to provide support, but if there was no movement then the code enforcement violations needed to be addressed. Council Member Straughn and Wolfe agreed. Council Members expressed their disappointment that the property owners did not seem interested in options that could help the Oakdale Cotton Mill reach its potential.
 - Council Member Rayborn said that the Planning Board met to consider a proposal from Windsor Homes to rezone 4718 Harvey Road. She stated that they were interested in developing the land to provide a maximum of 95 residential units. She added that the Planning Board continued their consideration of the request to their next meeting.
 - Mayor Montgomery stated that she attended a PTRC meeting last week. She noted that they had discussed the budget.

DRAFT

Public Comment- Nobody spoke.

Other Business- No other business was discussed.

Closed Session per G.S. 143-318 to discuss matters related to Attorney Client Privilege (2216 Guilford College Road) and a Personnel Matter- Council Member Capes made a motion to go into closed session per G.S. 143-318 to discuss matters related to attorney client privilege (2216 Guilford College Road) and a personnel matter. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

-----**Closed Session**-----

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

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

The meeting ended at 10:02 pm.

Mayor

Town Clerk

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: Approval & Sealing of the June 23rd Closed Session Minutes

AGENDA ITEM #: II-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

The Town Council had a closed session on June 23rd per G.S. 143-318 to discuss a matter related to attorney client privilege (2216 Guilford College Road) and a personnel matter. Staff recommends that Council approve and seal the closed session minutes.

ATTACHMENTS: N/A

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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of addition of Juneteenth to the Town's holidays

AGENDA ITEM #: II-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie M. Weiner, Town Clerk

SUMMARY:

Juneteenth is a federal holiday in the United States that commemorates the emancipation of enslaved African Americans. Juneteenth marks the anniversary of the announcement of General Order No. 3 by Union Army General Gordon Granger on June 19, 1865, proclaiming freedom for enslaved people in Texas. Originating in Galveston, the holiday has since been observed annually on June 19th in various parts of the United States, often broadly celebrating African-American culture. The day was first recognized as a federal holiday in June 2021, when the Juneteenth National Independence Day Act was signed into law. Local governments around the state have been adding Juneteenth to their observed holidays.

Staff recommends that Juneteenth be added to the Town's scheduled holidays.

ATTACHMENTS: None

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

BUDGETARY IMPACT:

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

FOLLOW UP ACTION NEEDED: Town Hall will be closed on June 19th beginning in 2023.

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: Appointment of ETJ Alternate Planning Board Member

AGENDA ITEM #: II-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie M. Weiner, Town Clerk

SUMMARY:

There is currently a vacancy on the Planning Board for an ETJ Alternate Member. Bill McLean has applied to be considered for the position. There are no other applications for Council to consider at this time.

Staff recommends that Council appoint Bill McLean to serve as an ETJ Alternate Planning Board Member.

ATTACHMENTS: Bill McLean ETJ Planning Board Member Application

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

BUDGETARY IMPACT: N/A

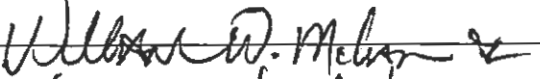
SUGGESTED MOTION: Council Member makes a motion to approve/amend the consent agenda.

FOLLOW UP ACTION NEEDED: Staff will submit McLean's application to Guilford County for formal approval.



CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMISSIONS

			Date:	6/22/22	
Last Name:	McLean, Jr.	First Name:	William	Middle Initial:	W
Birthdate:	December 24, 1949				
Email:	please call for details about email address		Home Phone:	336-454-3859	
Daytime Phone:	336-454-3136	Cell Phone:	336-803-0902		
Home Address:	5611 Clarfield Dr. Greensboro, NC 27407				
Live in Jamestown Town Limits? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
Current Occupation/Title	Retired from Guilford County Sheriff's Office				
Employer/Business Name					
Business Address (with zip code):					
Supervisor's Name:					
Education: <input checked="" type="checkbox"/> High School <input type="checkbox"/> College <input type="checkbox"/> Graduate School <input type="checkbox"/> Other:					
Degree and Subject of Study:					
School Name/Years Attended:	Lucy Coffin Ragsdale High School				
Applying for Board/Commission (enter one):	Planning Board ETJ Alternate				
Why are you interested in serving on that Board/Commission?	I was asked to serve by Mayor Montgomery.				
What Board or Commission are you currently serving?	none				
	Term Expiration Date:				
Are you willing to serve on any other Board/Commission? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If yes, please list:					
Are you interested in serving in any other community volunteer activities? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If yes, please list:					

Interests/Skills/Areas of Expertise/ Professional Organizations:			
List two professional references below:			
1.	Name:	Lynn Montgomery	Daytime Phone:
	Address:		
	Relationship:		
2.	Name:	Lawrence Straughn	Daytime Phone:
	Address:		
	Relationship:		
AFFIRMATION OF ELIGIBILITY			
Has any formal charge of professional misconduct, criminal misdemeanor, or felony ever been filed against you in any jurisdiction? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, explain.			
Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee to a Board/Commission? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, explain.			
I understand this application is public record, and I certify the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree any misstatement or conduct will be cause for my removal from any board or commission.			
Signature of Applicant: (Please print and sign.)		Date:	
 WILLIAM W. McLEAN JR.		6/22/22	

PLEASE ATTACH RESUME

RETURN COMPLETED FORM TO:

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

Website: www.jamestown-nc.gov

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

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

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: Proclamation National Night Out

AGENDA ITEM #: II-F



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie M. Weiner, Town Clerk

SUMMARY:

National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie. National Night Out will be held on Tuesday, August 2nd at Wrenn Miller Park.

ATTACHMENTS: Proclamation National Night Out

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



**PROCLAMATION
NATIONAL NIGHT OUT
August 2022**

WHEREAS, National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie; and

WHEREAS, the “39th Annual National Night Out” provides a unique opportunity for the Town of Jamestown to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

WHEREAS, the public plays a vital role in assisting the Guilford County Sheriff’s Office through joint crime, drug, and violence prevention efforts in Jamestown and in supporting “National Night Out 2022” locally; and

WHEREAS, it is essential that all citizens of the Town of Jamestown be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs, and violence in Jamestown; and

WHEREAS, police-community partnerships, neighborhood safety, awareness, and cooperation are important themes of the “National Night Out” program;

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, do hereby proclaim Tuesday, August 2nd, 2022 as “**NATIONAL NIGHT OUT.**”

Mayor S. Lynn Montgomery



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: Financial Analysis for June 2022

AGENDA ITEM #: II-G

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

Summary schedule of cash & deposits, debt balances, and total revenues collected to date and expenditures to date is provided. A detailed budget to actual statement is also included as of 06-30-22.

As June is the last month of our fiscal year, there will be subsequent accruals made to both revenues and expenditures after this point. Thus the budget to actual statement is not the final version.

Items of note during the month of June include the following:

Capital purchases or construction include replacement of A/C unit at the Library, sidewalk at Potter, and metal buildings at the Water/Sewer facility.

Payments were made for contracted services for code enforcement, Withers Ravenel for ADA plan, stormwater system review, pavement condition study, solid waste study, and temp employee for Sanitation.

Although as mentioned above, while accruals still need to be made, it appears that expenditures will be greater than revenues for the 21-22 fiscal year. Thus some fund balance will be used; however this was anticipated - that fund balance would be used to purchase or construct capital assets. Until all invoices and receipts relating to the period before June 30 are received, we will not know the true amount of outstanding fund balance used and available.

In addition, there were capital assets on order that were not received, and projects not completed, etc. before June 30. These will be re-appropriated into the 22-23 budget.

ATTACHMENTS: 3 Page Summary and Budget to Actual Report June 2022

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Town of Jamestown
 Financial Summary Report
 Cash Balances
 as of June 30, 2022

Petty Cash	\$	1,350
Operating Cash		1,629,857
Certificates of Deposit		3,002,503
Money Market Accounts - First Bank		1,228,371
North Carolina Capital Management Trust		<u>10,739,223</u>
	\$	<u>16,601,305</u>

Reservations of cash:

Cash reserved for Randleman Reservoir	\$	544,859
Cash reserved by Powell Bill for street improvements		342,260
General Capital Reserve Fund		2,294
East Fork Sidewalk Capital Project		78
Lydia Multi-use Greenway Capital Project		1,462
Oakdale Sidewalk Phase 3		114,151
Oakdale Sidewalk Phase 2		30,103
Recreational Maintenance Facility Capital Project		1,042,712
Grants Project Ordinance Fund - ARP		715,652
Water Sewer Capital Reserve Fund		<u>867,481</u>
	\$	<u>3,661,054</u>

Cash by Fund:

General	\$	3,678,113
General Capital Reserve Fund		2,294
East Fork Sidewalk Capital Project		78
Lydia Multi-use Greenway Capital Project		1,462
Oakdale Sidewalk Phase 3		114,151
Oakdale Sidewalk Phase 2		30,103
Recreational Maintenance Facility Capital Project		1,042,712
Grants Project Ordinance fund - ARP		715,652
Water/Sewer		9,604,398
Randleman Reservoir		544,859
Water/Sewer Capital Reserve Fund		<u>867,481</u>
	\$	<u>16,601,305</u>

Cash by Bank:

NCCMT	\$	10,739,223
Pinnacle Bank		3,629,857
First Bank		<u>2,230,874</u>
	\$	<u>16,599,955</u>

**Town of Jamestown
 Financial Summary Report
 Debt Balances
 as of June 30, 2022**

Installment Purchase Debt:	Balance at 06/30/2022	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Sanitation truck, financed in 2017	\$ 46,097	12/1/2023	2023/2024
Leaf truck, financed in 2017	47,123	12/1/2023	2023/2024
Knuckleboom truck, financed in 2020	82,128	5/7/2025	2024/2025
Golf Clubhouse Renovation	<u>350,019</u>	11/3/2027	2027/2028
	<u>\$ 525,367</u>		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	<u>\$ 262,474</u>	11/3/2027	2027/2028

Town of Jamestown
 Financial Summary Report
 Total Revenues & Expenditures by Fund
 as of June 30, 2022

	<u>General Fund (#10)</u>	<u>General Capital Reserve Fund (#11)</u>	<u>Water/Sewer Fund (#30)</u>	<u>Randleman Reservoir Fund (#60)</u>	<u>Water/Sewer Capital Reserve Fund (#61)</u>	
Current Year Revenues (and transfers)	5,592,061	101,002	3,862,219	37,361	627,020	
% of budget received	82%	100%	88%	30%	100%	
% of budget, excluding appropriated fund balance, received	103%	100%	103%	102%	145%	
Expenditures (and transfers)	5,727,451	100,545	3,605,036	118,445	-	
% of budget expended	84%	100%	82%	96%	0%	
	<u>Fund (#16)</u>	<u>Fund (#17)</u>	<u>Fund (#18)</u>	<u>Fund (#20)</u>	<u>Fund (#21)</u>	<u>Fund (#22)</u>
	<u>East Fork Capital Project</u>	<u>Lydia (E Main) Capital Project</u>	<u>Oakdale Sidewalk Ph 3 Capital Project</u>	<u>Recreational Maint Facility Capital Project</u>	<u>Oakdale Sidewalk Ph 2 Capital Project</u>	<u>Special Revenue Grants Fund</u>
Life to Date Revenues & Other Financing Sources	1,669,960	2,157,043	218,438	1,078,075	79,589	715,652
% of budget received	94%	109%	32%	100%	40%	50%
Life to Date Expenditures	1,669,025	2,104,130	103,987	35,362	49,486	-
% of budget expended	94%	106%	15%	3%	25%	0%

10 GENERAL FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3100 AD VALOREM TAXES	3,523.99	2,240,546.06	2,225,000.00	-15,546.06	101 %
3101 Interest on Ad Valorem Taxes	233.36	3,979.85	2,500.00	-1,479.85	159 %
3102 Tax and Tag revenue	38,202.81	207,261.56	219,890.00	12,628.44	94 %
3103 Interest on Tax and Tag Revenues	254.66	1,623.74	1,000.00	-623.74	162 %
3230 SALES AND USE TAX	378,376.20	1,015,151.20	941,000.00	-74,151.20	108 %
3250 Solid Waste Disposal Tax	0.00	2,938.90	3,250.00	311.10	90 %
3256 ELECTRICITY SALES TAX	98,852.38	205,133.41	208,000.00	2,866.59	99 %
3257 TELECOMMUNICATIONS SALES TAX	15,192.33	28,787.41	35,000.00	6,212.59	82 %
3258 PIPED NATURAL GAS SALES TAX	19,081.11	24,645.44	18,500.00	-6,145.44	133 %
3261 VIDEO PROGRAMMING TAX	18,096.63	35,488.41	42,000.00	6,511.59	84 %
3311 STATE GRANTS	0.00	50,000.00	50,000.00	0.00	100 %
3312 GRANTS FROM GUILFORD COUNTY	0.00	55,500.00	55,500.00	0.00	100 %
3316 POWELL BILL	0.00	107,705.13	107,700.00	-5.13	100 %
3322 ALCOHOLIC BEVERAGES TAX	0.00	14,585.34	19,500.00	4,914.66	75 %
3325 ABC DISTRIBUTION	0.00	50,000.00	50,000.00	0.00	100 %
3341 Telecommunications Planning Fees	0.00	7,000.00	7,500.00	500.00	93 %
3343 REVIEW FEES	225.00	15,321.00	7,500.00	-7,821.00	204 %
3344 CODE ENFORCEMENT FEES	0.00	0.00	100.00	100.00	0 %
3345 INSPECTION AND PERMIT FEES	0.00	275.00	200.00	-75.00	138 %
3346 CELL TOWER RENTAL FEES	4,211.73	83,650.45	85,000.00	1,349.55	98 %
3348 REFUSE COLLECTION FEES	13,670.00	164,332.00	163,200.00	-1,132.00	101 %
3600 GREEN FEES	70,130.60	582,985.10	535,000.00	-47,985.10	109 %
3610 MECHANICAL CART RENTALS	36,107.00	316,995.00	290,000.00	-24,995.00	109 %
3620 PULL CART RENTALS	30.00	264.00	300.00	36.00	88 %
3650 DRIVING RANGE	8,252.00	64,068.00	59,000.00	-5,068.00	109 %
3660 GOLF SHOP CONCESSIONS SALES	12,871.92	102,595.11	92,800.00	-9,795.11	111 %
3661 Golf Shop Grill Catering Revenues	0.00	0.00	500.00	500.00	0 %
3665 Golf Special Orders - Sales	311.35	11,274.24	11,500.00	225.76	98 %
3675 Golf Clubhouse Rental Fees	450.00	3,095.00	3,500.00	405.00	88 %
3831 INVESTMENT EARNINGS	2,353.01	9,458.12	7,000.00	-2,458.12	135 %
3832 Sponsorships	0.00	4,552.00	4,075.00	-477.00	112 %
3835 SALES OF FIXED ASSETS	0.00	19,028.00	18,900.00	-128.00	101 %
3836 SALES - PRO SHOP GOLF INVENTORY	6,466.92	62,241.32	57,800.00	-4,441.32	108 %
3837 SHELTER RENTALS	(1) -500.00	5,700.00	6,500.00	800.00	88 %
3838 Building lease revenue	0.00	3,611.00	3,611.00	0.00	100 %
3839 MISCELLANEOUS REVENUES	8.18	503.72	1,000.00	496.28	50 %
3840 Rental Golf Sets	245.00	2,725.00	1,900.00	-825.00	143 %
3841 Ball Field Rentals	1,850.00	11,475.00	10,500.00	-975.00	109 %
3910 Insurance Recoveries	0.00	3,020.68	3,020.00	-0.68	100 %
3920 Issuance of installment purchase financing	0.00	0.00	0.00	0.00	** %
3983 TRANSFER FROM GENERAL CAPITAL RESERVE FUND	0.00	76,544.53	76,600.00	55.47	100 %
3991 FUND BALANCE APPROPRIATED	0.00	0.00	1,395,515.00	1,395,515.00	0 %
Account Group Total:	728,496.18	5,592,060.72	6,821,361.00	1,229,300.28	82 %
Fund Total:	728,496.18	5,592,060.72	6,821,361.00	1,229,300.28	82 %

(1) Received July 2022 rental income, had to book in FY 22-23

2

10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
4100	GOVERNING BODY EXPENDITURES						
1019	PROFESSIONAL SERVICES	6,407.10	96,965.51	0.00	96,965.51	120,000.00	23,034.49
2100	DEPARTMENT SUPPLIES	0.00	1,329.97	0.00	1,329.97	2,000.00	671.03
2200	FOOD AND PROVISIONS	7.27	2,593.43	0.00	2,593.43	2,900.00	306.57
2600	OFFICE SUPPLIES	0.00	30.19	0.00	30.19	200.00	169.81
2900	ASSETS NOT CAPITALIZED	0.00	4,982.74	0.00	4,982.74	7,000.00	2,017.26
3100	TRAVEL	0.00	105.00	0.00	105.00	500.00	395.00
3150	CONFERENCE FEES AND SCHOOLS	75.00	1,975.00	0.00	1,975.00	2,500.00	525.00
3200	COMMUNICATIONS	0.00	116.00	0.00	116.00	1,500.00	1,384.00
3400	PRINTING	0.00	0.00	0.00	0.00	300.00	300.00
3700	MARKETING & ADVERTISING	0.00	216.00	0.00	216.00	600.00	384.00
3800	DATA PROCESSING SERVICES	52.87	596.16	0.00	596.16	1,000.00	403.84
3950	DUES AND SUBSCRIPTIONS	253.00	2,261.00	0.00	2,261.00	2,500.00	239.00
3955	Permit Fees	0.00	800.00	0.00	800.00	800.00	0.00
3970	ELECTIONS	0.00	4,660.24	0.00	4,660.24	5,000.00	339.76
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
4990	OTHER CONTRACTED SERVICES	468.75	4,031.25	0.00	4,031.25	5,100.00	1,068.75
9700	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
	Account Total:	7,263.99	122,651.48	0.00	122,651.48	152,200.00	29,548.52
4200	ADMINISTRATION EXPENDITURES						
1000	SALARIES AND WAGES	29,350.25	322,185.10	0.00	322,185.10	345,000.00	22,814.90
1003	LONGEVITY PAY	0.00	4,242.00	0.00	4,242.00	4,350.00	108.00
1009	FICA EXPENSE	2,208.65	24,629.31	0.00	24,629.31	27,700.00	3,070.69
1010	RETIREMENT EXPENSE	3,289.92	29,534.91	0.00	29,534.91	37,500.00	8,965.09
1011	HEALTH INSURANCE EXPENSE	3,860.11	34,258.50	0.00	34,258.50	42,750.00	8,491.50
1012	FLIX & PR TIME ADMIN FEES	6.00	118.20	0.00	118.20	300.00	181.80
1013	RETIRED HEALTH INSURANCE EXPENSE	0.00	3,094.36	0.00	3,094.36	3,300.00	205.64
1014	WORKER'S COMPENSATION	0.00	657.40	0.00	657.40	800.00	142.60
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	200.00	200.00
1016	Wellness Program Expenditures	0.00	0.00	0.00	0.00	500.00	500.00
1017	401K EXPENSE	1,248.00	11,363.68	0.00	11,363.68	14,575.00	3,211.32
1019	PROFESSIONAL SERVICES	0.00	13,796.75	0.00	13,796.75	19,150.00	4,353.25
2100	DEPARTMENT SUPPLIES	150.52	1,624.77	0.00	1,624.77	1,700.00	75.23
2110	COVID SUPPLIES	0.00	285.12	0.00	285.12	300.00	14.88
2200	FOOD AND PROVISIONS	3.29	1,019.15	0.00	1,019.15	1,020.00	0.85
2600	OFFICE SUPPLIES	0.00	2,086.50	0.00	2,086.50	2,000.00	-86.50
2900	ASSETS NOT CAPITALIZED	577.50	5,483.48	0.00	5,483.48	6,500.00	1,016.52
3100	TRAVEL	0.00	12,039.62	0.00	12,039.62	13,850.00	1,810.38
3150	CONFERENCE FEES AND SCHOOLS	425.00	3,410.00	0.00	3,410.00	3,450.00	40.00
3200	COMMUNICATIONS	533.71	6,266.12	0.00	6,266.12	9,700.00	3,433.88
3400	PRINTING	0.00	440.50	0.00	440.50	500.00	59.50
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	300.00	300.00
3800	DATA PROCESSING SERVICES	1,403.30	15,070.33	0.00	15,070.33	15,500.00	429.67
3950	DUES AND SUBSCRIPTIONS	-60.00	9,990.38	0.00	9,990.38	9,700.00	290.38
3960	BANK AND MERCHANT FEES	0.00	3.00	0.00	3.00	200.00	197.00
3980	MISCELLANEOUS EXPENSE	0.00	807.06	0.00	807.06	750.00	-57.06
4300	EQUIPMENT RENTAL	213.57	2,810.83	0.00	2,810.83	3,500.00	689.17
4400	SERVICE & MAINTENANCE CONTRACTS	30.00	10,107.11	0.00	10,107.11	11,000.00	892.89
4500	INSURANCE AND BONDING	0.00	1,209.59	0.00	1,209.59	1,000.00	-209.59

① Attorney Fees - Fox Rothschild LLP + Roberson, Maynor + Reese

10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
4990	OTHER CONTRACTED SERVICES	10,895.00	39,165.31	0.00	39,165.31	41,000.00	2,834.69
6820	First Bank Credit Card Encumbrance	0.00	0.00	0.00	0.00	3,000.00	3,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:		54,134.12	553,299.08	0.00	553,299.08	620,125.00	66,825.92
4900 PLANNING DEPARTMENT EXPENDITURES							
1000	SALARIES AND WAGES	5,882.85	122,334.00	0.00	122,334.00	160,000.00	37,666.00
1003	LONGEVITY PAY	0.00	2,548.00	0.00	2,548.00	2,550.00	2.00
1009	FICA EXPENSE	451.81	2,497.90	0.00	2,497.90	12,500.00	3,002.10
1010	RETIREMENT EXPENSE	570.65	14,236.57	0.00	14,236.57	19,000.00	4,763.43
1011	HEALTH INSURANCE EXPENSE	965.03	18,818.08	0.00	18,818.08	23,400.00	4,581.92
1012	ELEX & PR TIME ADMIN FEES	12.00	154.20	0.00	154.20	200.00	45.80
1014	WORKER'S COMPENSATION	0.00	410.87	0.00	410.87	500.00	89.13
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	500.00	500.00
1017	401K EXPENSE	207.60	5,547.26	0.00	5,547.26	7,200.00	1,652.74
2100	DEPARTMENT SUPPLIES	123.46	1,614.17	0.00	1,614.17	4,500.00	2,885.83
2118	COVID SUPPLIES	0.00	103.68	0.00	103.68	100.00	1.32
2200	FOOD AND PROVISIONS	0.00	775.76	0.00	775.76	1,500.00	724.24
2500	VEHICLE SUPPLIES	0.00	208.05	0.00	208.05	500.00	291.95
2520	FUELS - GAS & OIL	208.69	693.61	0.00	693.61	1,050.00	356.39
2600	OFFICE SUPPLIES	0.00	346.42	0.00	346.42	4,000.00	3,653.58
2900	ASSETS NOT CAPITALIZED	0.00	5,193.95	0.00	5,193.95	5,500.00	306.05
3100	TRAVEL	0.00	1,160.52	0.00	1,160.52	2,000.00	839.48
3150	CONFERENCE FEES AND SCHOOLS	0.00	1,660.00	0.00	1,660.00	5,000.00	3,340.00
3200	COMMUNICATIONS	144.76	2,052.23	0.00	2,052.23	4,700.00	2,647.77
3400	PRINTING	0.00	739.50	0.00	739.50	1,000.00	260.50
3500	REPAIRS AND MAINTENANCE	0.00	359.95	0.00	359.95	500.00	140.05
3700	MARKETING / ADVERTISING	150.00	21,473.75	0.00	21,473.75	22,650.00	1,176.25
3800	DATA PROCESSING SERVICES	347.04	5,720.84	0.00	5,720.84	12,000.00	6,279.16
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	0.00	0.00	250.00	250.00
3950	DUES AND SUBSCRIPTIONS	226.22	7,446.76	0.00	7,446.76	9,500.00	2,053.24
3980	MISCELLANEOUS EXPENSE	6.00	179.80	0.00	179.80	1,000.00	820.20
4400	SERVICE & MAINTENANCE CONTRACTS	0.00	679.00	0.00	679.00	700.00	21.00
4500	INSURANCE AND BONDING	0.00	137.87	0.00	137.87	300.00	162.13
4990	OTHER CONTRACTED SERVICES	6,878.75	191,501.85	0.00	191,501.85	224,700.00	32,898.15
4991	Telecommunications Contracted	1,000.00	4,000.00	0.00	4,000.00	7,500.00	3,500.00
6820	First Bank Credit Card Encumbrance	0.00	0.00	0.00	0.00	2,000.00	2,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	795.00	795.00
Account Total:		17,284.85	419,894.49	0.00	419,894.49	537,600.00	117,705.51
5000 BUILDING & GROUNDS EXPENDITURES							
2100	DEPARTMENT SUPPLIES	267.65	5,159.35	0.00	5,159.35	8,000.00	2,840.65
2140	SEED and SOB	0.00	600.00	0.00	600.00	600.00	0.00
2141	CHEMICALS	0.00	0.00	0.00	0.00	500.00	500.00
2142	FERTILIZER AND LIME	0.00	545.00	0.00	545.00	600.00	55.00
2144	MULCH & PINE NEEDLES	0.00	744.00	0.00	744.00	2,500.00	1,756.00
2400	CONSTRUCTION & REPAIR SUPPLIES	1.75	88.61	0.00	88.61	2,500.00	2,411.39
2900	ASSETS NOT CAPITALIZED	3,058.00	12,436.42	0.00	12,436.42	13,000.00	563.58
3200	COMMUNICATIONS	191.29	1,816.89	0.00	1,816.89	2,000.00	183.11
3300	UTILITIES	599.07	14,938.72	0.00	14,938.72	25,000.00	12,061.28
3350	Water Utilities	19.98	366.00	0.00	366.00	400.00	34.00

② Piedmont Triad Regional invoices

③ Alliance Code Enforcement, Withers Ravenel INC - ADA Plan

④ Greensboro Refrigeration - Ice machine purchase - Civic Center

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3500	REPAIRS AND MAINTENANCE	⑤ 7,628.76	39,568.77	0.00	39,568.77	47,000.00	7,431.23
3940	LANDFILL FEES/DUMPSTER P/D	0.00	0.00	0.00	0.00	500.00	500.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4300	EQUIPMENT RENTAL	0.00	150.00	0.00	150.00	200.00	50.00
4400	SERVICE & MAINTENANCE CONTRACTS	1,366.00	37,709.33	0.00	37,709.33	38,000.00	290.67
4500	INSURANCE AND BONDING	0.00	11,346.53	0.00	11,346.53	25,000.00	13,653.47
4990	OTHER CONTRACTED SERVICES	0.00	11,730.01	0.00	11,730.01	12,500.00	769.99
5800	CAPITAL OUTLAY - BUILDINGS &	⑥ 10,476.00	42,216.00	0.00	42,216.00	80,000.00	37,784.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,500.00	1,500.00
Account Total:		23,606.50	179,415.63	0.00	179,415.63	263,300.00	83,884.37
5100 PUBLIC SAFETY EXPENDITURES							
4910	SHERIFF CONTRACT	0.00	310,561.01	0.00	310,561.01	515,000.00	204,438.99
4911	Sheriff Off Duty - Town events	1,048.00	4,397.20	0.00	4,397.20	5,000.00	602.80
4912	Sheriff off-duty for non-profit	0.00	1,013.52	0.00	1,013.52	3,000.00	1,986.48
4920	ANIMAL CONTROL CONTRACT	⑦ 2,067.00	12,265.00	0.00	12,265.00	12,500.00	235.00
Account Total:		4,115.00	328,236.73	0.00	328,236.73	535,500.00	207,263.27
5300 FIRE EXPENSES							
3956	Fire Inspection Fees	775.00	4,977.00	0.00	4,977.00	10,000.00	5,023.00
3980	MISCELLANEOUS EXPENSE	0.00	177.43	0.00	177.43	200.00	22.57
4900	PINECROFT SEDGEFIELD FIRE CONTRACT	0.00	696,365.92	0.00	696,365.92	696,366.00	0.08
4990	OTHER CONTRACTED SERVICES	0.00	2,897.50	0.00	2,897.50	2,900.00	2.50
5500	CAPITAL OUTLAY EQUIPMENT	0.00	2,970.82	0.00	2,970.82	5,800.00	2,829.18
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:		775.00	707,388.67	0.00	707,388.67	716,266.00	8,877.33
5600 STREET MAINTENANCE EXPENDITURES							
2100	DEPARTMENT SUPPLIES	622.05	5,885.69	0.00	5,885.69	6,000.00	114.31
2400	CONSTRUCTION & REPAIR SUPPLIES	39.42	39.42	0.00	39.42	6,000.00	5,960.58
2500	VEHICLE SUPPLIES	0.00	5,487.31	0.00	5,487.31	7,000.00	1,512.69
2520	FUELS - GAS & OIL	0.00	3,555.73	0.00	3,555.73	3,500.00	-55.73
2900	ASSETS NOT CAPITALIZED	0.00	21,088.67	0.00	21,088.67	22,075.00	986.33
3300	UTILITIES	2,045.45	139,734.85	0.00	139,734.85	151,000.00	11,265.15
3500	REPAIRS AND MAINTENANCE	0.00	4,843.19	0.00	4,843.19	8,000.00	3,156.81
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	500.00	500.00
3940	LANDFILL FEES/DUMPSTER P/D	0.00	0.00	0.00	0.00	500.00	500.00
3955	Permit Fees	0.00	860.00	0.00	860.00	1,100.00	240.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	100.00	100.00
4400	SERVICE & MAINTENANCE CONTRACTS	160.00	1,920.00	0.00	1,920.00	2,000.00	80.00
4500	INSURANCE AND BONDING	0.00	551.49	0.00	551.49	1,200.00	648.51
4980	STORMWATER FEES	0.00	5,605.00	0.00	5,605.00	6,000.00	395.00
4990	OTHER CONTRACTED SERVICES	⑧ 10,333.75	75,316.45	750.00	76,066.45	92,174.00	16,107.55
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	32,506.00	0.00	32,506.00	32,506.00	0.00
5500	CAPITAL OUTLAY EQUIPMENT	0.00	8,013.99	0.00	8,013.99	12,000.00	3,986.01
5700	CAPITAL OUTLAY - LAND IMPR -	⑨ 54,376.40	55,376.40	0.00	55,376.40	31,000.00	24,376.40
9700	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:		67,577.07	360,784.19	750.00	361,534.19	442,655.00	81,120.81

⑤ Kay Heating + Air conditioner - A/C Unit @ Town Hall Repair + Library A/C Unit Repair
Wardt Concrete - Fire Department Driveway
⑥ Kay Heating + Air conditioner - replace A/C Unit @ Library
⑦ 4th quarter Payment - 4/1 - 6/30/22 - Guilford County Animal Control
⑧ Blue Stream Environment - Stormwater system review + LaBella + Assoc -
Payment Condition survey
⑨ Atlantic Contracting Co - Sidewalk @ Potter

07/12/22
15:57:37

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 6 / 22

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Report ID: BUCR

10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5400 SANITATION EXPENDITURES							
1000	SALARIES AND WAGES	5,684.60	98,211.86	0.00	98,211.86	104,985.00	26,773.14
1003	LONGEVITY PAY	0.00	1,260.00	0.00	1,260.00	1,650.00	390.00
1009	FICA EXPENSE	425.02	5,941.03	0.00	5,941.03	8,400.00	2,458.97
1010	RETIREMENT EXPENSE	650.87	9,094.05	0.00	9,094.05	11,910.00	2,815.95
1011	HEALTH INSURANCE EXPENSE	1,930.07	22,678.22	0.00	22,678.22	28,605.00	5,926.78
1012	FLEX & PR TIME ADMIN FEES	12.00	250.10	0.00	250.10	400.00	149.90
1013	RETIREE HEALTH INSURANCE EXPENSE	0.00	1,534.56	0.00	1,534.56	1,800.00	265.44
1014	WORKER'S COMPENSATION	0.00	6,163.10	0.00	6,163.10	7,500.00	1,336.90
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	25.00	25.00
1017	401K EXPENSE	273.40	3,480.72	0.00	3,480.72	4,900.00	1,419.28
2100	DEPARTMENT SUPPLIES	11.92	1,399.74	0.00	1,399.74	2,000.00	600.26
2110	COVID SUPPLIES	0.00	103.68	0.00	103.68	105.00	1.32
2200	FOOD AND PROVISIONS	0.00	86.36	0.00	86.36	100.00	13.64
2500	VEHICLE SUPPLIES	505.30	11,549.15	0.00	11,549.15	11,845.00	295.85
2520	FUELS - GAS & OIL	2,759.38	20,047.77	0.00	20,047.77	22,000.00	1,952.23
3200	COMMUNICATIONS	96.76	709.77	0.00	709.77	1,000.00	290.23
3500	REPAIRS AND MAINTENANCE	916.15	1,704.41	0.00	1,704.41	4,000.00	2,295.59
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	600.00	600.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	102.00	0.00	102.00	1,000.00	898.00
3940	LANDFILL FEES/DUMPSTER P/C	10,507.12	58,976.79	0.00	58,976.79	65,000.00	6,023.21
3945	Recycle Fees	16,418.36	106,719.34	0.00	106,719.34	105,000.00	-1,719.34
3980	MISCELLANEOUS EXPENSE	95.68	95.68	0.00	95.68	200.00	104.32
4500	INSURANCE AND BONDING	0.00	1,148.94	0.00	1,148.94	2,500.00	1,351.06
4990	OTHER CONTRACTED SERVICES	6,959.83	46,838.63	0.00	46,838.63	47,375.00	536.37
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00
9900	CONTINGENCY	0.00	0.00	0.00	0.00	50.00	50.00
Account Total:		47,246.26	378,094.90	0.00	378,094.90	432,950.00	54,855.10
5200 RECREATION EXPENDITURES							
1000	SALARIES AND WAGES	7,704.00	99,039.34	0.00	99,039.34	121,000.00	21,960.66
1003	LONGEVITY PAY	0.00	2,527.00	0.00	2,527.00	2,850.00	323.00
1009	FICA EXPENSE	576.94	7,651.98	0.00	7,651.98	9,500.00	1,848.02
1010	RETIREMENT EXPENSE	891.11	11,569.27	0.00	11,569.27	11,500.00	-69.27
1011	HEALTH INSURANCE EXPENSE	1,930.05	22,630.91	0.00	22,630.91	23,400.00	769.09
1012	FLEX & PR TIME ADMIN FEES	6.00	118.20	0.00	118.20	200.00	81.80
1014	WORKER'S COMPENSATION	0.00	2,465.24	0.00	2,465.24	3,000.00	534.76
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	200.00	200.00
1017	401K EXPENSE	335.34	4,303.79	0.00	4,303.79	4,450.00	146.21
2100	DEPARTMENT SUPPLIES	568.13	7,418.74	0.00	7,418.74	10,000.00	2,581.26
2110	COVID SUPPLIES	0.00	103.68	0.00	103.68	105.00	1.32
2140	SEED and SOD	0.00	170.00	0.00	170.00	1,000.00	830.00
2141	CHEMICALS	0.00	3,899.23	0.00	3,899.23	4,000.00	100.77
2142	FERTILIZER AND LIME	0.00	2,041.00	0.00	2,041.00	2,000.00	-41.00
2143	IRRIGATION SUPPLIES	214.66	1,231.37	0.00	1,231.37	1,200.00	-31.37
2144	MULCH & PINE NEEDLES	0.00	3,048.62	0.00	3,048.62	4,500.00	1,451.38
2145	TOPSOIL (Sand)	0.00	0.00	0.00	0.00	1,500.00	1,500.00
2200	FOOD AND PROVISIONS	0.00	50.00	0.00	50.00	50.00	0.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	2,328.57	0.00	2,328.57	3,000.00	671.43
2500	VEHICLE SUPPLIES	0.00	457.20	0.00	457.20	1,000.00	542.80
2520	FUELS - GAS & OIL	1,302.59	5,978.61	0.00	5,978.61	6,000.00	21.39

⑩ Bradley Personnel Inc - Temp employee for Sanitation + Smith Gardner Inc - Solid Waste Study

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2550	EQUIPMENT SUPPLIES	0.00	1,333.09	0.00	1,333.09	3,500.00	2,166.91
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	300.00	300.00
2900	ASSETS NOT CAPITALIZED	0.00	5,420.05	0.00	5,420.05	6,900.00	1,479.95
3100	TRAVEL	0.00	420.83	0.00	420.83	1,000.00	579.17
3150	CONFERENCE FEES AND SCHOOLS	0.00	115.00	0.00	115.00	450.00	335.00
3200	COMMUNICATIONS	431.33	3,835.88	0.00	3,835.88	4,000.00	164.12
3300	UTILITIES	674.07	13,386.96	0.00	13,386.96	13,500.00	113.04
3350	Water Utilities	24.93	272.08	0.00	272.08	650.00	377.92
3500	REPAIRS AND MAINTENANCE	0.00	1,819.97	0.00	1,819.97	2,500.00	680.03
3800	DATA PROCESSING SERVICES	20.84	226.87	0.00	226.87	400.00	173.13
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	166.00	0.00	166.00	500.00	334.00
3940	LANDFILL FEES/DUMPSTER P/C	0.00	465.46	0.00	465.46	500.00	34.54
3950	DUES AND SUBSCRIPTIONS	0.00	1,410.00	0.00	1,410.00	1,420.00	10.00
3980	MISCELLANEOUS EXPENSE	0.00	130.35	0.00	130.35	500.00	369.65
3981	Special Events (Correct Assmgs)	-675.00	9,219.83	0.00	9,219.83	14,000.00	4,780.17
4101	Library Services	0.00	108,500.00	0.00	108,500.00	109,500.00	1,000.00
4102	Recreation Services	(11) -720.00	12,030.00	0.00	12,030.00	25,500.00	13,470.00
4103	Culture/Historical Services	0.00	10,500.00	0.00	10,500.00	10,500.00	0.00
4300	EQUIPMENT RENTAL	(12) -95.75	23,348.74	0.00	23,348.74	24,050.00	701.26
4400	SERVICE & MAINTENANCE CONTRACTS	140.00	2,697.30	0.00	2,697.30	3,000.00	302.70
4500	INSURANCE AND BONDING	0.00	944.08	0.00	944.08	1,800.00	855.92
4990	OTHER CONTRACTED SERVICES	534.89	1,444.89	0.00	1,444.89	5,000.00	3,555.11
5500	CAPITAL OUTLAY EQUIPMENT	0.00	10,730.00	0.00	10,730.00	10,500.00	-230.00
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	17,100.00	17,100.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	45.00	45.00
Account Total:		13,884.33	385,452.13	0.00	385,452.13	467,570.00	82,117.87
6300	GOLF COURSE MAINTENANCE						
1000	SALARIES AND WAGES	27,308.40	347,047.49	0.00	347,047.49	400,000.00	52,952.51
1003	LONGEVITY PAY	0.00	3,388.00	0.00	3,388.00	3,500.00	112.00
1009	FICA EXPENSE	1,998.58	25,752.81	0.00	25,752.81	31,000.00	5,247.19
1010	RETIREMENT EXPENSE	3,133.11	39,974.74	0.00	39,974.74	41,000.00	1,025.26
1011	HEALTH INSURANCE EXPENSE	6,755.21	78,649.88	0.00	78,649.88	82,000.00	3,350.12
1012	FLEX & FR TIME ADMIN FEES	6.00	36.00	0.00	36.00	500.00	464.00
1013	RETIREE HEALTH INSURANCE EXPENSE	220.32	2,643.84	0.00	2,643.84	8,750.00	6,106.16
1014	WORKER'S COMPENSATION	0.00	4,519.61	0.00	4,519.61	5,500.00	980.39
1015	Unemployment Compensation	0.00	3,373.00	0.00	3,373.00	6,000.00	2,627.00
1017	401K EXPENSE	1,228.80	15,556.17	0.00	15,556.17	16,050.00	493.83
1018	457b EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
2100	DEPARTMENT SUPPLIES	393.15	9,275.02	0.00	9,275.02	9,000.00	-275.02
2110	COVID SUPPLIES	0.00	388.80	0.00	388.80	400.00	11.20
2140	SEED and SOG	0.00	0.00	0.00	0.00	4,000.00	4,000.00
2141	CHEMICALS	1,097.00	44,488.90	0.00	44,488.90	45,000.00	511.10
2142	FERTILIZER AND LIME	(13) 17,275.83	24,259.83	0.00	24,259.83	30,000.00	5,740.17
2143	IRRIGATION SUPPLIES	3,428.42	6,639.60	0.00	6,639.60	7,000.00	360.40
2144	MULCH & PINE NEEDLES	0.00	1,425.00	0.00	1,425.00	3,000.00	1,575.00
2145	TOPSOIL (Sand)	(14) 4,123.07	6,776.90	0.00	6,776.90	10,000.00	3,223.10
2155	TEF AND GREEN SUPPLIES	0.00	2,521.09	0.00	2,521.09	3,000.00	478.91
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	200.00	200.00
2400	CONSTRUCTION & REPAIR SUPPLIES	(15) 4,410.00	5,481.44	0.00	5,481.44	5,500.00	18.56
2500	VEHICLE SUPPLIES	0.00	535.24	0.00	535.24	600.00	64.76

- (11) Refund from Ymca
- (12) Refund - overpayment on Leases
- (13) Green Resources LLC/Carolina Turf Products - purchase of Fertilizer & lime
- (14) Golf Agronomics Sand & Hauling - sand for golf course
- (15) 48 Barriers - Barricades for Sand @ Golf Maintenance

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 6 / 22

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2520	FUELS - GAS & OIL	1,835.61	14,485.56	0.00	14,485.56	23,000.00	8,514.44
2550	EQUIPMENT SUPPLIES	1,795.66	28,710.07	0.00	28,710.07	29,300.00	589.93
2600	OFFICE SUPPLIES	0.00	131.96	0.00	131.96	500.00	368.04
2900	ASSETS NOT CAPITALIZED	0.00	6,634.95	0.00	6,634.95	9,200.00	2,565.05
3100	TRAVEL	0.00	2,129.78	0.00	2,129.78	3,000.00	870.22
3150	CONFERENCE FEES AND SCHOOLS	0.00	1,297.02	0.00	1,297.02	1,500.00	202.98
3200	COMMUNICATIONS	630.75	6,267.55	0.00	6,267.55	6,500.00	232.45
3300	UTILITIES	1,104.48	12,989.12	0.00	12,989.12	19,000.00	6,010.88
3350	Water Utilities	24.93	272.08	0.00	272.08	350.00	77.92
3500	REPAIRS AND MAINTENANCE	2,330.27	14,760.63	0.00	14,760.63	16,220.00	1,459.37
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	300.00	300.00
3800	DATA PROCESSING SERVICES	56.41	655.45	0.00	655.45	700.00	44.55
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	166.00	0.00	166.00	1,500.00	1,334.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	2,246.65	0.00	2,246.65	3,000.00	753.35
3950	DUES AND SUBSCRIPTIONS	0.00	4,652.49	0.00	4,652.49	4,700.00	47.51
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
4300	EQUIPMENT RENTAL	1,546.75	61,170.77	1,829.15	62,999.92	63,250.00	250.08
4400	SERVICE & MAINTENANCE CONTRACTS	40.00	3,244.29	0.00	3,244.29	4,000.00	755.71
4500	INSURANCE AND BONDING	0.00	8,733.30	0.00	8,733.30	9,300.00	566.70
4950	LAB TESTING	0.00	0.00	0.00	0.00	600.00	600.00
4990	OTHER CONTRACTED SERVICES	0.00	910.01	0.00	910.01	4,000.00	3,089.99
5500	CAPITAL OUTLAY EQUIPMENT	0.00	58,582.48	0.00	58,582.48	114,500.00	55,917.52
5700	CAPITAL OUTLAY - LAND IMPR -	0.00	0.00	0.00	0.00	25,000.00	25,000.00
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	7,180.00	0.00	7,180.00	11,000.00	3,820.00
6820	First Bank Credit Card Encumbrance	0.00	0.00	0.00	0.00	2,000.00	2,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:		80,742.75	857,953.52	1,829.15	859,782.67	1,064,420.00	204,637.33
6301	GOLF SHOP EXPENDITURES						
1000	SALARIES AND WAGES	23,153.28	266,934.97	0.00	266,934.97	293,000.00	26,065.03
1003	LONGEVITY PAY	0.00	3,187.00	0.00	3,187.00	3,300.00	113.00
1009	FICA EXPENSE	1,782.02	20,801.33	0.00	20,801.33	23,000.00	2,198.67
1010	RETIREMENT EXPENSE	1,691.20	21,667.98	0.00	21,667.98	22,000.00	332.02
1011	HEALTH INSURANCE EXPENSE	3,858.23	46,298.76	0.00	46,298.76	46,500.00	201.24
1012	FLEX & PR TIME ADMIN FEES	0.00	0.00	0.00	0.00	100.00	100.00
1013	RETIREE HEALTH INSURANCE EXPENSE	0.00	5,915.82	0.00	5,915.82	9,700.00	3,784.18
1014	WORKER'S COMPENSATION	0.00	1,314.80	0.00	1,314.80	1,600.00	285.20
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	1,000.00	1,000.00
1017	401K EXPENSE	629.34	8,170.74	0.00	8,170.74	8,250.00	79.26
2100	DEPARTMENT SUPPLIES	90.16	6,751.44	0.00	6,751.44	9,500.00	2,748.56
2101	Grill Supplies	1,114.16	4,337.65	0.00	4,337.65	8,500.00	4,162.35
2110	COVID SUPPLIES	0.00	1,010.88	0.00	1,010.88	1,100.00	89.12
2156	RANGE SUPPLIES	0.00	5,853.37	0.00	5,853.37	6,000.00	146.63
2200	FOOD AND PROVISIONS	0.00	314.41	0.00	314.41	350.00	35.59
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	124.96	0.00	124.96	1,000.00	875.04
2520	FUELS - GAS & OIL	0.00	0.00	0.00	0.00	300.00	300.00
2600	OFFICE SUPPLIES	0.00	722.83	0.00	722.83	1,000.00	277.17
2700	GOLF INVENTORY FOR RESALE	5,943.28	49,594.88	0.00	49,594.88	56,500.00	6,905.12
2705	Golf Special Orders - Purchases	169.40	6,972.52	0.00	6,972.52	8,825.00	1,852.48
2710	CONCESSION INVENTORY RESALE	4,656.25	31,778.90	0.00	31,778.90	33,000.00	1,221.10
2715	Food purchased not in inventory	1,229.16	13,832.33	0.00	13,832.33	16,000.00	2,167.67

10 GENERAL FUND

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2900 ASSETS NOT CAPITALIZED	0.00	1,333.88	0.00	1,333.88	2,500.00	1,166.12
3100 TRAVEL	0.00	0.00	0.00	0.00	100.00	100.00
3150 CONFERENCE FEES AND SCHOOLS	0.00	0.00	0.00	0.00	100.00	100.00
3200 COMMUNICATIONS	890.36	9,403.31	0.00	9,403.31	11,000.00	1,596.69
3300 UTILITIES	761.43	11,464.30	0.00	11,464.30	15,200.00	3,735.70
3350 Water Utilities	24.94	272.04	0.00	272.04	300.00	27.96
3400 PRINTING	0.00	54.00	0.00	54.00	250.00	196.00
3500 REPAIRS AND MAINTENANCE	0.00	3,722.65	0.00	3,722.65	6,000.00	2,277.35
3700 MARKETING / ADVERTISING	60.40	819.80	0.00	819.80	1,000.00	180.20
3800 DATA PROCESSING SERVICES	734.99	8,705.36	0.00	8,705.36	9,300.00	594.64
3900 DRUG TESTING & BACKGROUND CHECKS	196.00	1,083.00	0.00	1,083.00	2,000.00	917.00
3940 LANDFILL FEES/DUMPSTER P/O	0.00	1,830.11	0.00	1,830.11	2,500.00	669.89
3950 DUES AND SUBSCRIPTIONS	0.00	2,254.00	0.00	2,254.00	2,300.00	46.00
3955 Permit Fees	0.00	220.00	0.00	220.00	200.00	-20.00
3960 BANK AND MERCHANT FEES	2,171.20	21,266.85	0.00	21,266.85	22,500.00	1,233.15
3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	250.00	250.00
4300 EQUIPMENT RENTAL	(16) -95.75	1,794.51	0.00	1,794.51	2,500.00	705.49
4310 GOLF CART RENTALS	0.00	63,927.36	0.00	63,927.36	65,800.00	1,872.64
4311 SALES AND USE TAX PAID	2,171.38	19,637.79	0.00	19,637.79	19,700.00	62.21
4400 SERVICE & MAINTENANCE CONTRACTS	0.00	13,277.80	0.00	13,277.80	16,000.00	2,722.20
4500 INSURANCE AND BONDING	0.00	6,643.26	0.00	6,643.26	10,175.00	3,531.74
4990 OTHER CONTRACTED SERVICES	0.00	3,477.78	0.00	3,477.78	5,000.00	1,522.22
5800 CAPITAL OUTLAY - BUILDINGS &	0.00	22,852.60	0.00	22,852.60	25,000.00	2,147.40
9700 CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:	51,231.43	689,685.97	0.00	689,685.97	770,200.00	80,514.03
8000 Debt Service						
7100 DEBT PRINCIPAL PAYMENTS	(17) 15,196.64	155,370.54	0.00	155,370.54	223,500.00	68,129.46
7200 DEBT INTEREST PAYMENTS	685.74	15,569.59	0.00	15,569.59	24,000.00	8,430.41
Account Total:	15,882.38	170,940.13	0.00	170,940.13	247,500.00	76,559.87
9600 OTHER FINANCING USES						
9600 TRANSFERS TO OTHER FUNDS	(18) 573.79	571,075.00	0.00	571,075.00	571,075.00	0.00
Account Total:	573.79	571,075.00	0.00	571,075.00	571,075.00	0.00
Account Group Total:	384,317.47	5,724,871.92	2,579.15	5,727,451.07	6,821,361.00	1,093,909.93
Fund Total:	384,317.47	5,724,871.92	2,579.15	5,727,451.07	6,821,361.00	1,093,909.93

(16) Refund overpayment on Lease

(17) Principal / Interest loan payment on Garbage Truck + Leaf Truck

(18) To transfer \$.02 of tax collections

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TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 6 / 22

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11 General Capital Reserve Fund

Account	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
3000					
3831 INVESTMENT EARNINGS	0.06	1.52	10.00	8.48	15 %
3981 TRANSFER FROM GENERAL FUND	① 573.79	101,000.00	101,000.00	0.00	100 %
Account Group Total:	573.85	101,001.52	101,010.00	8.48	100 %
Fund Total:	573.85	101,001.52	101,010.00	8.48	100 %

① transfer - 02 of tax collections

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 6/22

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11 General Capital Reserve Fund

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
9600	OTHER FINANCING USES						
9600	TRANSFERS TO OTHER FUNDS	0.00	100,544.53	0.00	100,544.53	100,600.00	55.47
9800	RESERVE FOR FUTURE EXPENDITURES	0.00	0.00	0.00	0.00	410.00	410.00
	Account Total:	0.00	100,544.53	0.00	100,544.53	101,010.00	465.47
	Account Group Total:	0.00	100,544.53	0.00	100,544.53	101,010.00	465.47
	Fund Total:	0.00	100,544.53	0.00	100,544.53	101,010.00	465.47

11

30 WATER AND SEWER

Account	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
3000					
3345 INSPECTION AND PERMIT FEES	102.83	3,460.58	3,200.00	-260.58	108 %
3710 UTILITY CHARGE - WATER	98,999.15	925,590.64	925,000.00	-590.64	100 %
3720 UTILITY CHARGE - SEWER	131,638.00	2,515,542.97	2,415,000.00	-100,542.97	104 %
3741 Meter Fee	0.00	1,200.00	500.00	-700.00	240 %
3742 System Development Fees to be transferred	0.00	195,375.00	195,375.00	0.00	100 %
3743 System Admin / Installation fee	0.00	600.00	100.00	-500.00	600 %
3745 Connection Fees - Water and Sewer	850.00	9,950.00	10,000.00	50.00	100 %
3750 NONPAYMENT / RECONNECTION FEES	1,450.00	18,850.00	12,000.00	-6,850.00	157 %
3755 Return Check Fees	25.00	175.00	350.00	175.00	50 %
3760 LATE FEES	2,060.00	21,920.00	18,000.00	-3,920.00	122 %
3765 CREDIT CARD ADMINISTRATION FEES	62.84	678.55	200.00	-478.55	339 %
3831 INVESTMENT EARNINGS	6,281.17	13,095.83	5,000.00	-8,095.83	262 %
3835 SALES OF FIXED ASSETS	0.00	31,850.00	31,850.00	0.00	100 %
3839 MISCELLANEOUS REVENUES	0.00	1,486.00	100.00	-1,386.00	*** %
3910 Insurance Recoveries	0.00	3,999.71	0.00	-3,999.71	** %
3987 TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND	0.00	118,444.72	123,000.00	4,555.28	96 %
3992 NET POSITION APPROPRIATED	0.00	0.00	672,505.00	672,505.00	0 %
Account Group Total:	241,468.99	3,862,219.00	4,412,180.00	549,961.00	88 %
Fund Total:	241,468.99	3,862,219.00	4,412,180.00	549,961.00	88 %

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30 WATER AND SEWER

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
7100	WATER AND SEWER						
1000	SALARIES AND WAGES	49,756.35	655,433.12	0.00	655,433.12	708,000.00	52,566.88
1003	LONGEVITY PAY	0.00	16,325.00	0.00	16,325.00	14,500.00	175.00
1009	FICA EXPENSE	3,787.65	51,100.88	0.00	51,100.88	55,500.00	4,399.12
1010	RETIREMENT EXPENSE	5,672.22	76,352.37	0.00	76,352.37	80,000.00	3,647.63
1011	HEALTH INSURANCE EXPENSE	11,097.85	134,139.14	0.00	134,139.14	140,100.00	5,960.86
1012	PLEX & FR TIME ADMIN FEES	24.00	404.30	0.00	404.30	600.00	195.70
1013	RETIREE HEALTH INSURANCE EXPENSE	1,357.23	12,782.46	0.00	12,782.46	12,800.00	17.54
1014	WORKER'S COMPENSATION	0.00	10,556.22	0.00	10,556.22	11,000.00	443.78
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	2,000.00	2,000.00
1017	401K EXPENSE	2,163.00	28,411.17	0.00	28,411.17	31,500.00	3,088.83
1019	PROFESSIONAL SERVICES	0.00	11,450.00	0.00	11,450.00	11,450.00	0.00
2100	DEPARTMENT SUPPLIES	1,915.36	18,943.61	0.00	18,943.61	28,800.00	9,856.39
2105	WATER METERS	4,539.54	27,309.54	0.00	27,309.54	30,000.00	2,690.46
2110	COVID SUPPLIES	0.00	704.16	0.00	704.16	750.00	45.84
2200	FOOD AND PROVISIONS	374.91	1,988.72	0.00	1,988.72	2,100.00	111.28
2400	CONSTRUCTION & REPAIR SUPPLIES	7,780.71	21,074.01	0.00	21,074.01	22,700.00	1,625.99
2500	VEHICLE SUPPLIES	597.42	7,376.30	0.00	7,376.30	7,500.00	123.70
2520	FUELS - GAS & OIL	3,710.32	31,820.75	0.00	31,820.75	30,000.00	-1,820.75
2550	EQUIPMENT SUPPLIES	0.00	5,404.45	0.00	5,404.45	6,000.00	595.55
2600	OFFICE SUPPLIES	32.97	1,590.16	0.00	1,590.16	2,000.00	409.84
2750	PURCHASE OF WATER	42,972.97	259,198.03	0.00	259,198.03	365,000.00	105,801.97
2755	Water Transmission Fees	3,364.60	20,307.60	0.00	20,307.60	26,000.00	5,692.40
2900	ASSETS NOT CAPITALIZED	3,942.50	11,655.64	0.00	11,655.64	25,000.00	13,344.36
3100	TRAVEL	0.00	300.88	0.00	300.88	4,500.00	4,199.12
3150	CONFERENCE FEES AND SCHOOLS	0.00	2,915.00	0.00	2,915.00	7,500.00	4,585.00
3200	COMMUNICATIONS	2,155.03	24,321.38	0.00	24,321.38	33,500.00	9,178.62
3300	UTILITIES	1,019.43	13,657.84	0.00	13,657.84	15,000.00	1,342.16
3350	Water Utilities	19.98	232.82	0.00	232.82	500.00	267.18
3400	PRINTING	406.82	4,901.51	0.00	4,901.51	7,000.00	2,098.49
3500	REPAIRS AND MAINTENANCE	1,844.01	37,980.78	0.00	37,980.78	40,000.00	2,019.22
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3800	DATA PROCESSING SERVICES	1,408.17	15,590.01	0.00	15,590.01	20,750.00	5,159.99
3900	DRUG TESTING & BACKGROUND CHECKS	150.00	890.00	0.00	890.00	2,000.00	1,110.00
3940	LANDFILL FEES/DUMPSTER P/C	53.21	1,389.70	0.00	1,389.70	4,000.00	2,610.30
3950	DUES AND SUBSCRIPTIONS	0.00	5,942.01	0.00	5,942.01	6,000.00	57.99
3955	Permit Fees	0.00	3,235.00	0.00	3,235.00	5,000.00	1,765.00
3960	BANK AND MERCHANT FEES	1,262.30	13,934.39	0.00	13,934.39	14,500.00	565.61
3980	MISCELLANEOUS EXPENSE	0.00	158.40	0.00	158.40	1,500.00	1,341.60
4300	EQUIPMENT RENTAL	1,214.06	4,272.45	0.00	4,272.45	14,000.00	9,727.55
4400	SERVICE & MAINTENANCE CONTRACTS	2,272.00	41,313.75	0.00	41,313.75	50,000.00	8,686.25
4401	NC811 Fees	197.25	1,758.75	0.00	1,758.75	2,500.00	741.25
4500	INSURANCE AND BONDING	0.00	26,637.85	0.00	26,637.85	34,150.00	7,512.15
4950	LAB TESTING	167.25	4,460.25	0.00	4,460.25	9,000.00	4,539.75
4960	SEWER TREATMENT	42,556.93	518,905.34	0.00	518,905.34	709,330.00	190,424.66
4990	OTHER CONTRACTED SERVICES	193,835.48	304,550.25	0.00	304,550.25	325,670.00	21,119.75
4995	ENGINEERING FEES NOT CAPITALIZED	10,300.00	10,300.00	0.00	10,300.00	11,000.00	700.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	89,984.31	0.00	89,984.31	90,500.00	515.69
5500	CAPITAL OUTLAY EQUIPMENT	0.00	129,005.66	0.00	129,005.66	229,725.00	100,719.34
5800	CAPITAL OUTLAY - BUILDINGS &	19,993.20	39,386.60	0.00	39,386.60	50,000.00	10,613.40

① Breece Enterprise - Hydrant repair Shadlawbawn / Woodland, Dillion + Griffith Mc-Hydrant repair @ Fire Station, + Back flow valve repair @ Soccer Complex, Hydro Structures - flow monitoring @ Adams Creek + Deep River Interceptors, Hazen and Sawyer - Sewer capacity Study, Duker Root Control Inc - Root Control

② Metal Building @ WIS Facility

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15:59:37

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 6 / 22

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30 WATER AND SEWER

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5900	CAPITAL OUTLAY - WATER IMPROVEMENTS	0.00	1,062.00	0.00	1,062.00	99,300.00	98,238.00
5910	CAPITAL OUTLAY - SEWER IMPROVEMENTS	0.00	0.00	0.00	0.00	97,975.00	97,975.00
6800	OPERATING PAYMENTS TO REGIONAL	0.00	44,388.24	0.00	44,388.24	46,000.00	1,611.76
6801	DEBT PAYMENTS TO PIEDMONT TRIAD	0.00	118,444.72	0.00	118,444.72	123,000.00	4,555.28
6810	Payments for Odor Control Project ③	5,476.76	21,899.04	0.00	21,899.04	22,000.00	100.96
6820	First Bank Credit Card Encumbrance	0.00	0.00	0.00	0.00	1,000.00	1,000.00
7100	DEBT PRINCIPAL PAYMENTS	0.00	50,003.32	0.00	50,003.32	50,005.00	1.68
7200	DEBT INTEREST PAYMENTS	0.00	7,411.74	0.00	7,411.74	7,500.00	88.26
9600	TRANSFERS TO OTHER FUNDS ④	195,375.00	663,474.00	0.00	663,474.00	663,475.00	1.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:		622,814.48	3,605,035.62	0.00	3,605,035.62	4,412,180.00	807,144.38
Account Group Total:		622,814.48	3,605,035.62	0.00	3,605,035.62	4,412,180.00	807,144.38
Fund Total:		622,814.48	3,605,035.62	0.00	3,605,035.62	4,412,180.00	807,144.38

- ③ Odor Control payment -3 months (April -June) -principal + Interest
- ④ Transfer system develop fees to wjs capital reserve fund

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TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 6 / 22

Page: 4 of 5
Report ID: B110

60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
3000					
3831 INVESTMENT EARNINGS	431.61	861.03	100.00	-761.03	861 %
3986 TRANSFER FROM ENTERPRISE FUNDS	0.00	36,500.00	36,500.00	0.00	100 %
3992 NET POSITION APPROPRIATED	0.00	0.00	86,400.00	86,400.00	0 %
Account Group Total:	431.61	37,361.03	123,000.00	85,638.97	30 %
Fund Total:	431.61	37,361.03	123,000.00	85,638.97	30 %

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 6 / 22

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Report ID: B100B

60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
7130	RANDLEMAN RESERVOIR						
	9600 TRANSFERS TO OTHER FUNDS	0.00	118,444.72	0.00	118,444.72	123,000.00	4,555.28
	Account Total:	0.00	118,444.72	0.00	118,444.72	123,000.00	4,555.28
	Account Group Total:	0.00	118,444.72	0.00	118,444.72	123,000.00	4,555.28
	Fund Total:	0.00	118,444.72	0.00	118,444.72	123,000.00	4,555.28

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TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 6 / 22

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Report ID: B110

61 WATER AND SEWER CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
3000					
3744 Transfer from W/S - System Development Fees	195,375.00	195,375.00	195,375.00	0.00	100 %
3831 INVESTMENT EARNINGS	21.51	45.66	10.00	-35.66	457 %
3986 TRANSFER FROM ENTERPRISE FUNDS	0.00	431,599.00	431,600.00	1.00	100 %
Account Group Total:	195,396.51	627,019.66	626,985.00	-34.66	100 %
Fund Total:	195,396.51	627,019.66	626,985.00	-34.66	100 %
Grand Total:	1,166,367.14	10,219,661.93	12,084,536.00	1,864,874.07	85 %

① Transfer system development fees to W/S capital reserve fund

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 6 / 22

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61 WATER AND SEWER CAPITAL RESERVE FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
9600	OTHER FINANCING USES						
	9800 RESERVE FOR FUTURE EXPENDITURES	0.00	0.00	0.00	0.00	626,985.00	626,985.00
	Account Total:	0.00	0.00	0.00	0.00	626,985.00	626,985.00
	Account Group Total:	0.00	0.00	0.00	0.00	626,985.00	626,985.00
	Fund Total:	0.00	0.00	0.00	0.00	626,985.00	626,985.00
	Grand Total:	1,007,131.95	9,548,896.79	2,579.15	9,551,475.94	12,084,536.00	2,533,060.06

Mayor
Lynn Montgomery

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Matthew Johnson

Town Attorney
Beth Koonce



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Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Golf report for June 2022

AGENDA ITEM #: II-H

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

Attached is the report for golf operations for June 2022.

Total revenues for the month of June 2022 were \$134,865 and operating expenditures were \$131,974. Thus there was a net operating profit of \$2,891 for the month. In June 2021, there was an operating loss of \$30,156.

For the month of June 2022 there were 3,440 rounds played, and 3,392 rounds played in June 2021.

June 2022 was a good month for golf; the course had 2 weather days and no closed days.

The grill had a made a profit of \$898 for June 2022; in June 2021, made a profit of \$2,418. For the current fiscal year-to-date the grill has a net loss of \$9,521; in 2021 (year to date), there was a net loss of \$12,076.

ATTACHMENTS: Golf Report for June 2022

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Summary
FYE 6/30/22

	June 2022	June 2021	Variance	% Variance	YTD FYE 6/30/22	YTD FYE 6/30/21	Variance	% Variance
Golf Course Operating Revenues	134,865	120,947	13,918	11.51%	1,144,243	1,074,080	70,163	6.53%
Golf Course Maintenance Expenditures (before capital outlay)	80,743	69,479	11,264	16.21%	792,191	720,967	71,224	9.88%
Golf Course Golf Shop Expenditures (before capital outlay)	51,231	53,974	(2,743)	-5.08%	666,833	597,649	69,184	11.58%
Net exp < or > rev before Capital Outlay	2,891	(2,506)	5,397	-215.36%	(314,781)	(244,536)	(70,245)	
Capital Outlay	-	27,650	(27,650)		88,615	95,182	6,567	
Net expenditures < or > revenues	<u>2,891</u>	<u>(30,156)</u>	<u>33,047</u>	109.59%	<u>(403,396)</u>	<u>(339,718)</u>	<u>(63,678)</u>	-18.74%
Golf Rounds Played (not including complimentary play)	3,440	3,392			19,103	31,368		
Bad Weather Days (1)	2	2			82	74		
Days closed for aerification, covered greens, COVID	0	1			6	4		
Golf course employees paid during the month:								
Full-time positions	11	10						
Part-time hours	849.75	912						

(1) - Defined as rain, snow, 49 degrees or below, 95 degrees or above

Revenues
FYE 6/30/22

	<u>June 2022</u>	<u>June 2021</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD FYE 6/30/22</u>	<u>YTD FYE 6/30/21</u>	<u>Variance</u>	<u>% Variance</u>
Greens	70,131	61,242	8,889	14.51%	582,985	551,471	31,514	5.71%
Cart Rentals	36,107	32,625	3,482	10.67%	314,995	304,283	10,712	3.52%
Pull Carts	30	42	(12)	-28.57%	264	341	(77)	-22.58%
Driving Range	8,252	6,132	2,120	34.57%	64,068	58,156	5,912	10.17%
Sales - Golf Shop Inventory	6,778	7,909	(1,131)	-14.30%	73,516	66,711	6,805	10.20%
Sales - Golf Shop Concessions	12,872	12,317	555	4.51%	102,595	90,523	12,072	13.34%
Golf Clubhouse Rental Fees	695	680	15	2.21%	5,820	2,595	3,225	124.28%
Ins Recoveries	-	-	-	-	-	-	-	-
	<u>134,865</u>	<u>120,947</u>	<u>13,918</u>	11.51%	<u>1,144,243</u>	<u>1,074,080</u>	<u>70,163</u>	6.53%

Increased number of rounds played in June 2022-thus increased green fees, cart rentals & driving range fees.

**Jamestown Park Golf Course Operations
Golf Maintenance Expenditures
FYE 6/30/22**

	<u>June 2022</u>	<u>June 2021</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD FYE 6/30/22</u>	<u>YTD FYE 6/30/21</u>	<u>Variance</u>	<u>% Variance</u>
Salaries & Employee Benefits	a. 40,650	32,544	8,106	24.91%	520,942	448,090	72,852	16.26%
Supplies & Materials	b. 34,359	29,156	5,203	17.84%	151,754	139,462	12,292	8.81%
Contractual Services	c. 1,587	3,655	(2,068)	-56.59%	74,058	81,973	(7,915)	-9.66%
Other Operating Expenditures (utilities, communications, etc)	<u>4,147</u>	<u>4,124</u>	<u>23</u>	0.55%	<u>45,437</u>	<u>51,442</u>	<u>(6,005)</u>	-11.67%
Total Exp before Capital Outlay	<u>80,743</u>	<u>69,479</u>	<u>11,264</u>	16.21%	<u>792,191</u>	<u>720,967</u>	<u>71,224</u>	9.88%
Capital Outlay	d. <u>-</u>	<u>27,650</u>	<u>(27,650)</u>	-100.00%	<u>65,762</u>	<u>95,182</u>	<u>(29,420)</u>	-30.91%
	<u>80,743</u>	<u>97,129</u>	<u>(16,386)</u>	-16.87%	<u>857,954</u>	<u>816,149</u>	<u>41,805</u>	5.12%

Variances:

- a. More fulltime employees in 2022
- b. Overall increase in fuel and supply cost
- c. Timing of invoices received and paid for equipment rental
- d. Fairground building improvements in June 2021

Jamestown Park Golf Course Operations
 Golf Shop Expenditures
 FYE 6/30/22

	June 2022	June 2021	Variance	% Variance	YTD FYE 6/30/22	YTD FYE 6/30/21	Variance	% Variance
Salaries & Employee Benefits	a. 31,114	27,864	3,250	11.66%	374,291	328,473	45,818	13.95%
Supplies & Materials	b. 13,202	11,579	1,623	14.02%	122,628	97,142	25,486	26.24%
Contractual Services	c. 2,076	8,595	(6,519)	-75.85%	108,819	113,252	(4,434)	-3.91%
Other Operating Expenditures (utilities, communications, etc)	d. 4,839	5,936	(1,097)	-18.48%	61,095	58,782	2,313	3.94%
Total Exp before Capital Outlay	51,231	53,974	(2,743)	-5.08%	666,833	597,649	69,184	11.58%
Capital Outlay	-	-	-		22,853	-	22,853	
	<u>51,231</u>	<u>53,974</u>	<u>(2,743)</u>	-5.08%	<u>689,686</u>	<u>597,649</u>	<u>92,037</u>	15.40%

Variances:

- a. One additional fulltime employee in 2022
- b. Increase in inventory for resale in the Shop and grill supplies in June 2022
- c. Timing of invoices received and paid for equipment rental
- d. Bank fees were down in June and timing of invoices for utilities received for June 2022

Grill Operations**FYE 6/30/22**

	<u>June 2022</u>	<u>YTD FYE 6/30/22</u>	<u>June 2021</u>	<u>YTD FYE 6/30/21</u>
Golf Shop Grill Revenues	12,872	102,595	12,317	90,523
Golf Shop Rental Revenue	450	3,095	300	600
	<u>13,322</u>	<u>105,690</u>	<u>12,617</u>	<u>91,123</u>
Expenditures:				
Wages	3,627	43,541	3,550	42,099
FICA	277	3,338	271	3,224
Benefits	1,520	18,384	1,405	16,938
Grill supplies	1,114	4,338	176	1,954
Food & beverage purchases	5,885	45,611	4,797	38,984
	<u>12,424</u>	<u>115,211</u>	<u>10,199</u>	<u>103,199</u>
	<u>898</u>	<u>(9,521)</u>	<u>2,418</u>	<u>(12,076)</u>

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: Notification of Advances Outstanding for sidewalk projects

AGENDA ITEM #: II.1

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

At the February 15, 2020 Town Council meeting, approval was done to allow the Town Manager or designee to make cash advances from the General Fund to the sidewalk capital project funds in order to pay the construction invoices. These will be reimbursed by NCDOT for all allowable expenditures.

The Town's budget ordinance states Council must be notified of any advances that will not be repaid within 60 days.

The current balance of advances to cover invoices paid for which reimbursement has not yet been requested is as follows:

East Main Street (Lydia) sidewalk project-\$456,624 (waiting to get to the end of the project before sending in final requests for reimbursement, such as Summit, which is a large amount).

East Fork Road sidewalk & pedestrian bridge project-\$56,763 - which will cover the last pay application.

Note: We have submitted a reimbursement request for the final payment for the East Fork Road project.

ATTACHMENTS:

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

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: Budget Amendment #1

AGENDA ITEM #: II-J

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

This budget amendment reappropriates budget for several projects / items that did not get received before June 30, or projects that got put off to FY 22-23 due to timing issues or supply chain issues, etc.

In addition, there is a budget increase to install a new concrete pad for shelter #2, installation and monthly fees for internet service at Jamestown Park shelter area and soccer field concession building area, and to replace an air conditioning unit at the library.

ATTACHMENTS: Budget Amendment #1

RECOMMENDATION/ACTION NEEDED: Approve budget amendment #1

BUDGETARY IMPACT: \$100,359 appropriated fund balance (General Fund) & \$30,380 from Water/Sewer fund

SUGGESTED MOTION: Approve budget amendment #1

FOLLOW UP ACTION NEEDED:

**FYE 6/30/23
BUDGET AMENDMENT #1**

Fund 10:

		Debit	Credit
a.	Capital Outlay Equipment Fund Balance Appropriated	10-6300-5500 10-3991	55,859.37 55,859.37
To re-appropriate funds from FY 21-22 for Multi Pro WM Sprayer, which did not come in before June 30, 2022			
b.	Capital Outlay-Buildings Fund Balance Appropriated	10-6200-5800 10-3991	15,000.00 15,000.00
To re-appropriate funds from FY 21-22 for architect for bathrooms at Wrenn Miller Park, which did not get completed before June 30, 2022			
c.	Capital Outlay-Building Fund Balance Appropriated	10-6300-5800 10-3991	3,620.00 3,620.00
To re-appropriate funds from FY 21-22 for architectural fees for Golf Course bathrooms, which was not completed before June 30, 2022			
d.	Capital Outlay-Building Fund Balance Appropriated	10-6300-5800 10-3991	4,580.00 4,580.00
To re-appropriate funds from FY 21-22 for architectural fees for Rec Maintenance building, which was not completed before June 30, 2022			
e.	Capital Outlay - Land Improvements Equipment rental Fund Balance Appropriated	10-6200-5700 10-6200-4300 10-3991	8,120.00 680.00 8,800.00
New concrete floor for shelter #2 at Jamestown Park.			
f.	Communications Other Contracted Services Fund Balance Appropriated	10-6200-3200 10-6200-4990 10-3991	7,000.00 300.00 7,300.00
To install internet at Jamestown Park & monthly service fees (Northstate) (This will be at Concession building at soccer fields and at shelter area)			
g.	Capital Outlay - Building Fund Balance Appropriated	10-5000-5800 10-3991	12,500.00 12,500.00
Replace air conditioning unit at library			

Fund 30:

a.	Other Contracted Services Fund Balance Appropriated	30-7100-4990 10-3991	6,500.00 6,500.00
To re-appropriate funds from FY 21-22 for rebuilding a pressure reducing valve, which was not completed before June 30, 2022			
b.	Other Contracted Services Fund Balance Appropriated	30-7100-4990 10-3991	23,880.00 23,880.00
To re-appropriate funds from FY 21-22 for sewer capacity study, which will be ongoing, did not complete before June 30, 2022			

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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation recognizing Parks and Recreation Month

AGENDA ITEM #: IV

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie M. Weiner, Town Clerk

SUMMARY:

The U.S. House of Representatives has designated July as Parks and Recreation Month. This year the National Recreation and Parks Association (NRPA) has selected "We Rise Up for Parks and Recreation" as the theme for 2022. It encourages everyone to rise up for all the professionals who build strong, vibrant and resilient communities through the power of parks and recreation. This July, they are bringing attention to how important it is to rise up and support the field, because every day, parks and recreation professionals rise up for their communities in service of equity, climate-readiness, and overall health and well-being. There's no better way to celebrate Parks and Recreation Month than by highlighting the people who faithfully serve their communities all year long. Join us this July as "We Rise Up for Parks and Recreation!"

ATTACHMENTS: Proclamation Parks and Recreation Month July 2022

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

PROCLAMATION
PARKS AND RECREATION MONTH JULY 2022

WHEREAS, parks and recreation programs are an integral part of communities throughout this country, including the Town of Jamestown, North Carolina; and

WHEREAS, our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS, the Town of Jamestown recognizes the benefits derived from parks and recreation resources;

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, North Carolina, do hereby proclaim the month of July, 2022 as "Parks and Recreation Month" in the Town of Jamestown, and all residents are hereby encouraged to join in "WE RISE UP FOR PARKS AND RECREATION JULY 2022" by participating in and experiencing all that public parks and recreation services have to offer.

Adopted this the 19th day of July, 2022.

Mayor S. Lynn Montgomery



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: Consideration of Approval of American with Disabilities Act Plan

AGENDA ITEM #: V-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 10 min

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Town Planner

SUMMARY:

In 2021, Town of Jamestown leadership decided to undertake a comprehensive assessment of facilities, programs, and policies to assess their compatibility with American Disability Act (ADA) standards. This plan outlines what facilities under Town ownership need intervention to become compliant with ADA standards, recommend remediation actions to make non-compliant facilities compliant, develop a schedule for remediation action, and designate Town staff responsible for overseeing the schedule and plan itself.

Staff recommends the adoption of the plan. This will allow staff to begin coordinating barrier removal by identifying funding opportunities for remediation and establishing a schedule of remediation.

During the June 23, 2022, regular Council meeting, the Town Council suggested a few minor changes. Those have been incorporated into the new document. Because of the size of this file the document is located on the website:
<https://storage.googleapis.com/dbc-jcity/files/pdf/ADATransitionPlanrevised-1657638382.pdf>

ATTACHMENTS: American With Disabilities Act (ADA) Plan

RECOMMENDATION/ACTION NEEDED: Approval of the American With Disabilities Act (ADA) Plan

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to Approve the American With Disabilities Act (ADA) Plan

FOLLOW UP ACTION NEEDED: None

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: Resolution to set up CPO fund for Penny Rd sidewalk

AGENDA ITEM #: V-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman, Finance Director

SUMMARY:

We are requesting that a capital project fund be set up as a multi-year fund to budget and account for revenue and expenditures of the Penny Road Sidewalk project.

Budget amendment #2 will budget for the 20% required for the Penny Road Sidewalk project to be transferred from the General Fund to the Penny Road Sidewalk Capital Project Fund. The remaining 80% will be from NCDOT grant funds.

Staff is requesting that Council approve the Resolution adopting a Capital Project Ordinance for the Penny Road sidewalk project and Budget Amendment #2 as presented.

ATTACHMENTS: Resolution to adopt Capital Project Ordinance & Budget Amendment #2

RECOMMENDATION/ACTION NEEDED: Approve the resolution to set up the Penny Road Sidewalk Capital Project Fund and Amendment

BUDGETARY IMPACT: \$241,000 of Town funds as a match to the \$964,000 of grant revenues

SUGGESTED MOTION: Approve the Resolution to set up the Penny Road Sidewalk Capital Project Ordinance Fund and Budget Amendment #2 as presented.

FOLLOW UP ACTION NEEDED:



Settled 1752
JAMESTOWN
NORTH CAROLINA

RESOLUTION ADOPTING A CAPITAL PROJECT ORDINANCE FOR PENNY ROAD SIDEWALK PROJECT

BE IT ORDAINED by the Town Council of Town of Jamestown, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The project authorized is the construction of concrete sidewalk from the existing sidewalk at W. Main Street, down Penny Road to the access to City Lake Park, to be financed with federal funds and with Town matching funds.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the grant documents, and the budget contained herein.

Section 3. The following amounts are appropriated for the project:

Construction	\$1,205,000
--------------	-------------

Section 4. The following revenues are anticipated to be available to complete this project:

Federal CMAQ funds	\$964,000
Town match from General Fund	\$241,000

Section 5. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations.

Section 6. The Finance Director is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and on the total revenues received or claimed.

Section 7. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Council.

Section 8. Copies of this capital project ordinance shall be furnished to the Town Clerk, and to the Budget Officer and the Finance Director for direction in carrying out this project.

Adopted this the 19th day of July, 2022.

Mayor S. Lynn Montgomery

ATTEST:

Katie M. Weiner, Assistant Town Manager/Town Clerk

FYE 6/30/23
 BUDGET AMENDMENT #2

Fund 10:

		<u>Debit</u>	<u>Credit</u>
Transfer to Penny Road Sidewalk Capital Project Fund	10-9600-9600	241,000.00	
Fund Balance Appropriated	10-3991		241,000.00
To budget for 20% of the project from the General Fund (80% is from grant funds)			

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: Consideration of special event permit request for Jamestown Rotary **AGENDA ITEM #:** VI-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 10 min

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

The Jamestown Rotary Club is requesting a special events permit for their annual Christmas Parade to be held on Sunday, Dec. 4th. As in the past, the Club is requesting the assistance of staffing, road closure barricades, garbage removal, and reimbursement for fees associated with police officers and postage for mailing information for the event. Estimated costs to the Town would be approximately \$1300.00 in fees not including costs for providing staff members.

ATTACHMENTS: Special Events Request packet/application.

RECOMMENDATION/ACTION NEEDED: Council may elect to approve the permit and cover the requested costs.

BUDGETARY IMPACT: Approximately \$1300 in fees, excluding staff costs.

SUGGESTED MOTION: Move to approve the special events permit request and to reimburse the Rotary Club for the requested costs.

FOLLOW UP ACTION NEEDED: N/A

Jamestown Rotary Club

Attention: Cliff Paddock
P.O. Box 174
Jamestown, NC 27282

June 26, 2022

Town of Jamestown
Attn: Katie Weiner, Town Clerk
Matthew Johnson, Town Manager
301 E. Main St.
Jamestown, NC 27282

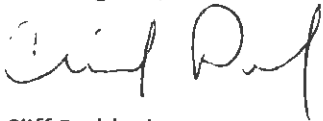
Dear Katie,

Enclosed please find the Jamestown Rotary Club's application for a Special Events Permit for the annual Jamestown Christmas Parade, which we plan to hold on Sunday, Dec. 4. Also enclosed is a Sign Permit application, and the following supporting documents:

- Tax Exempt Status letter from our treasurer
- Parade Route Map
- Certificate of Liability Insurance

Please note that as always, we are requesting non-profit funding support from the Town for postage and law enforcement. We also request waiver of any fees, support from the Town public works team to help with barricades and cones, and trash removal.

Best Regards,



Cliff Paddock,
Jamestown Rotary Club, Parade Coordinator

Requirements for Special Events Permit Application
Jamestown Rotary Club Christmas Parade
December 4, 2022. Time: 3:00 pm

1. Applicant: The Jamestown Rotary Club
C/o Cliff Paddock
PO Box 174
Jamestown, NC 27282
Telephone: 336-509-8725
2. The Jamestown Rotary Club requests the Town Council waive any Town fees associated with this event. Fees include: Law Enforcement approximately \$1025.00, see item #13. The Jamestown Rotary Club also requests that the Town provide postage for the mailings associated with the event. Estimated cost of postage is \$150.00. Participants will be contacted via email whenever possible to reduce postage costs.
3. Event Organizer:
Cliff Paddock
412 Guilford Road
Jamestown, NC 27282
336-509-8725
4. The Jamestown Rotary Club is the applicant.
5. Tax Exemption Letter is attached.
6. The purpose of this event is to hold a celebration for the citizens of Jamestown and the surrounding community. This event has become a holiday tradition in Jamestown.
7. The only fees charged are \$15.00 per parade entry. No fees are charged to the spectators. No fees are charged to non-profits, or to recognized religious, educational, civic or fraternal organizations.
8. Please see the attached copy of the parade route with barricade locations and a copy of the Sign Permit. The primary staging areas are in the front and rear of Town Hall, Teague Drive and Perry Road in the area of Bank of North Carolina.
9. The approximate number of entries is 70 to 100. The 2021 event had 75 entries. However, many entries have several people participating in them, so it is hard to identify the number of people in the parade. Some years there are horses in the parade, and occasionally a turkey or goat.

The parking plan for the parade is twofold: The entries for the Parade are assigned and numbered. Each entry is mailed their entry number which designates where their vehicle or float will be located in the parade.

For public parking, the Jamestown Rotary Club communicates with Jamestown United Methodist Church regarding parking the day of the parade. The church secretary publishes the parade information in the church newsletter, *The Grapevine*, for several weeks leading up to the parade.

The Jamestown Rotary Club communicates with First Baptist Church of Jamestown, the owner of the former Pinnacle Bank property, and the Jamestown Elementary School. Each of these organizations are written and telephoned. A personal visit is made to the manager of the Food Lion Shopping Center to make him or her aware of the date of the parade.

10. The Rotary Club requests trash removal by the Town of Jamestown.
11. The Christmas Parade usually has 3 to 4 marching bands from local high schools that participate. They include but are not limited to: Ragsdale High School, Southwest High School, Andrews High School and Central High School. The Jamestown Bagpipers are a regular entry as well. A group of Civil War reenactors may march in the parade, but discharge of weapons using live or blank ammunition is not permitted. There are other entries that play Christmas music such as radio station vans.
12. No portable sanitation facilities are provided.
13. The Town of Jamestown and the Jamestown Rotary Club acquire permission from NCDOT to close Main Street for the time period of the parade. The NC Highway Patrol assigns 2 troopers to stop/block traffic at Main & Teague and at Main & Forestdale. The Guilford County Sheriff's Department supplies deputies to work the parade for traffic control and to stop/block traffic at the intersections of Town-maintained streets. The Rotary Club requests that the Town of Jamestown cover the cost of the deputies. In the past, a total of 5 deputies plus 1 supervisor worked the Parade. The approximate cost is \$50.40 per hour for each deputy with a 3 hour minimum. A Supervisor is required at \$56.00 per hour. There also is an administrative fee of \$10.00 per officer. Approximate total cost is \$1025.00. As noted in Item #2 above, the Rotary Club requests Non-Profit Funding to cover these costs.
14. In addition to the above law enforcement, the Guilford County Sheriff's Department bike patrol provides 2 or more bike patrol officers to help with crowd control and to keep the spectators out of the street. The Town of Jamestown provides cones and barricades which the Public Service Department installs at the proper locations (Map attached).
15. The Parade route begins at the Town Hall parking lot. The Jamestown Fire Department is located in this same lot. The Fire Department also houses the Guilford County EMS. If there is a first aid emergency then one of these agencies would be notified. The Fire Department fire truck is the last entry in the Parade. It is placed in this position in order to be free to pull off in case of an emergency.

16. Insurance: attached.
17. The parade does require that Main Street be closed from approximately 2:45 pm to 4:30 pm.
This authorization is covered in item #13.
18. A list of parade entry participants can be supplied, but this list is not finalized until the week of the parade.

Thank you,
Cory P. J.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/28/22

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 2850 Golf Road Rolling Meadows IL 60008	CONTACT NAME: Ali Sulita	
	PHONE (A/C No., Ext): 1-833-3ROTARY FAX (A/C No.): 630-285-4062 E-MAIL ADDRESS: rotary@ajg.com	
INSURED All Active US Rotary Clubs & Districts Rotary Club of Jamestown, NC ATTN: Risk Management Dept. 1560 Sherman Ave. Evanston, IL 60201-3698	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Westchester Surplus Lines Insurance Company	10172
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 899307648 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Y	G73578917 001	7/1/2022	7/1/2023	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			G73578917 001	7/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	NOT APPLICABLE			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

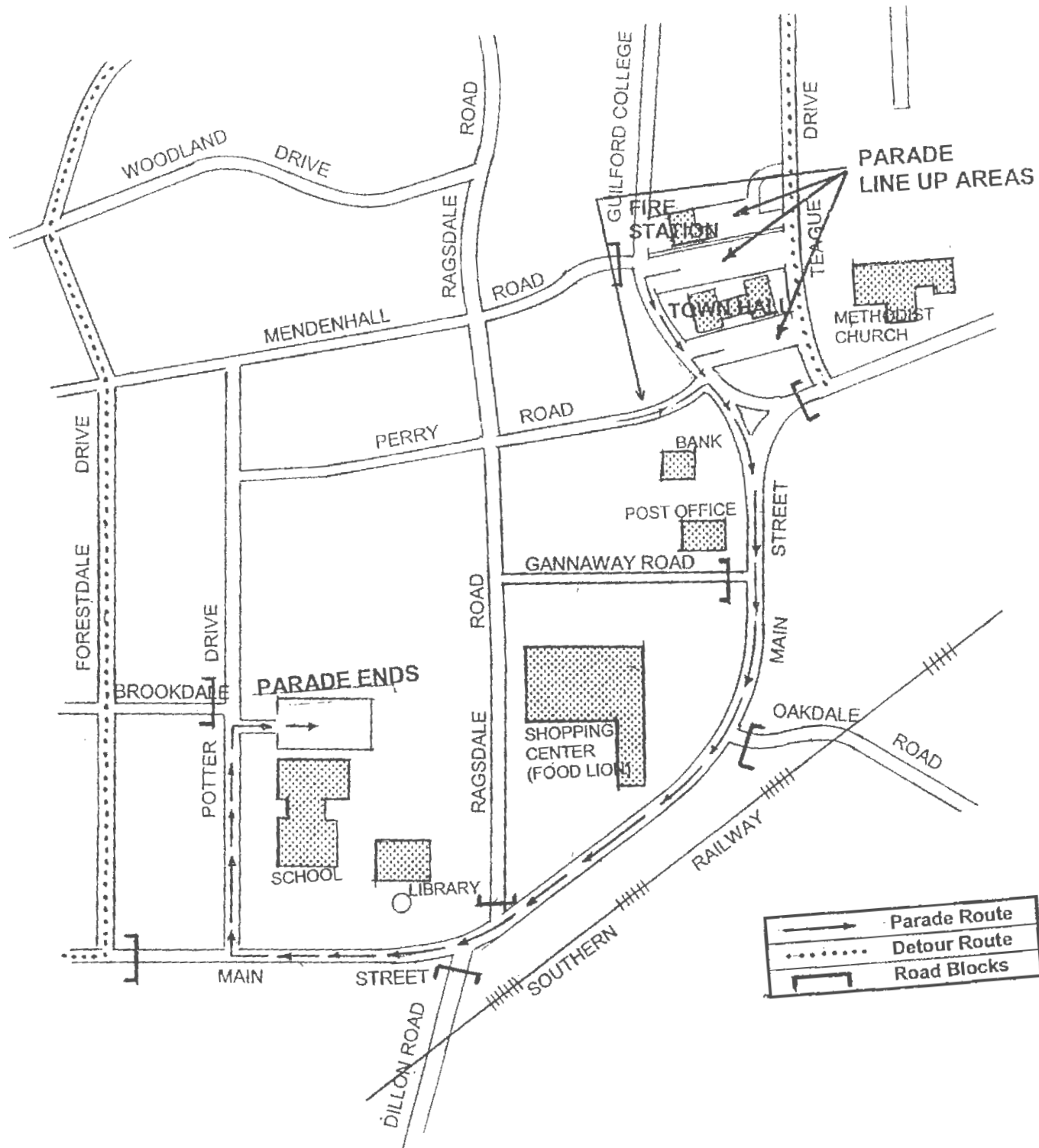
The Certificate Holder is included as an additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER **CANCELLATION**

Town of Jamestown
301 East Main St., Jamestown, NC 27282

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Cynthia L. DeMatteo



	Parade Route
	Detour Route
	Road Blocks



Jamestown Rotary Club
PO Box 174
Jamestown NC 27282
June 26, 2022

Town of Jamestown
P.O. Box 848
Jamestown, NC 27282

To whom it may concern,

Please be advised that Jamestown Rotary Club has a tax exempt status. They are a tax exempt civic & service organization under IRS code Section 501(c)(4).
Our tax ID # 56-6088455.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert R. Stuart, III".

Robert R. Stuart, III
Treasurer



SIGN PERMIT

Applicant/Installer: Jamestown Rotary Club
Property Address: 301 E. Main St.
Phone Number: 336-509-8725
Date Erected: 11-1-22 **To be Removed:** 12-4-22

SIGN TYPE
 Permanent Sign
 Temporary Banner Sign
 Sandwich Board Sign

PROPOSED SIGNS

Type	Location	Size	Materials	Fee
Banner	Town Hall	10'x2'	Vinyl	
TOTAL \$				

SIGN LETTERING/PURPOSE: (i.e.- What will sign "say"?) – Attach Plans or Sketch of Sign & Proposed Location on Property

Jamestown Christmas Parade
Sponsored by the Jamestown Rotary Club, Jamestown Business Association, Mary Perry Ragsdale Family YMCA

Notes: _____

By signing this application, I acknowledge I have read and understand the conditions that will allow placement of a sign in the approved districts in Jamestown. Any change to the board or sign from the attached sketch will be cause for the Town of Jamestown to have the sign removed. Also, the persons erecting a sign shall indemnify and hold harmless the Town and its officers, agents, employees from any claim arising from the presence or placement of the sign on Town property or right(s)-of-way.

APPLICANT Cliff Paddock DATE: 6-26-22
Cliff Paddock, Representative for Rotary Club

NOT VALID UNLESS VALIDATED AND APPROVED RECEIPT # _____

- Permit Approved by _____ Date: _____
- Permit Denied
- Development Clearance Certificate Issued Fee: _____ Receipt # _____

Please note that it is the applicant's responsibility to contact and apply for any building or electrical permits from the Guilford County Building Inspection Department before sign installation. Please call (336) 454-1138 for more information.

Office Use Only:

Zoning: _____	Tax PIN #: _____
Number of times applied this year: _____	
Type of Group (Religious/Civic, Business, etc.) _____	
Sketch/Plans Attached: _____ Y _____ N	

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: Acceptance of property donation at 6007 W. Gate City Blvd.

AGENDA ITEM #: VI-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 10 min

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

Pineroft-Sedegefield Fire Dept. conducted a study for their service district in 2021 which identified the need for a potential future station along the W. Gate City Blvd. corridor. Chief Carson worked with NCDOT to discuss the possibility of acquiring the parcel located at 6007 W. Gate City Blvd. NCDOT can donate land for public uses to municipalities and Chief Carson asked the Town of Jamestown to assist in this process. The Town would like to accept the donation of this land and requests that the Town Council authorize the Town Manager and Town Attorney to draft a long-term lease for this property for PSFD to use for a future station site.

ATTACHMENTS: Map of 6007 W. Gate City Blvd.

RECOMMENDATION/ACTION NEEDED: Council may accept of this property from NCDOT.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to accept the property located at 6007 W. Gate City Blvd. from NCDOT and authorize the Town Manager and Town Attorney to begin drafting a long-term lease with PSFD for consideration by Council at a future meeting. +

FOLLOW UP ACTION NEEDED: Begin drafting a lease between the Town and PSFD.

Guilford County, NC



Parcel Number	156246	Total Out Building Value	1200
PIN	7832322715	Total Land Value	0
Owner	NC DEPARTMENT OF TRANSPORTATION	Total Deferred Value	0
Owner History	Card Image	Bldg Card	
Mail Address	TRANSPORTATION SECTION	Appraisal Model Code	
Mail City	RALEIGH	Deed Data	9/27/2011
Mail State	NC	Neighborhood	7832A04
Mail Zip	27699	Property Type	VACANT
Property Address	6007 W GATE CITY BLVD	Structure Size	
Legal Description	ELSIEWOOD	Lot Size	0
Deed	007276-01400	Year Built	
Plat	21-17	Bedrooms	
Condo		Bathrooms	
Total Assessed	1200	Grade	
Total Building Value	0		



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 = 167 feet
 7/12/2022

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: Manager's Report

AGENDA ITEM #: VII-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: July 19, 2022

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

Manager's report is attached

ATTACHMENTS: Manager's Report

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

- I. Music in the Park will be held on TUESDAY, August 2nd and will feature "AM RoDeO". This will be our National Night Out event as well, which is historically held on the first Tuesday evening of August. This will be a chance for our community to engage with our first responders, civic organizations, and others. Music begins at 6pm and concludes around 9pm. More information on all of our events can be found on our Facebook page.
- II. As part of the 2022-23 budget, the Town will begin working on transitioning to picking up solid waste in carts similar to the way that recycling is collected. We expect this transition to happen in late spring/early summer of 2023. We will be working on public announcements and will be bringing the Council and the public more information on this transition once it is ready.
- III. We have begun to utilize the new marketing video completed for the Town by TigerMoth Creative at the introduction to our Town Council meetings. We will also be looking for advertising opportunities for the shorter version as well.
- IV. The Golf Course completed aerification of our greens on Tuesday, July 12th. Many thanks to Jamey Claybrook and his staff for keeping our greens in excellent condition. Ross Sanderlin, Director of Golf, is taking reservations for golf tournaments and events for this fall. Please call 336-454-4912 to reserve a spot!
- V. The Golf Course staff have begun working on the Golf Course Strategic Plan, which is one of the goals outlined in our Strategic Plan (Goal #5.7). This plan will be a comprehensive financial, operational, managing, and marketing analysis of the golf course and provide recommendations for the future in areas of public engagement, golf course operations, capital assets, staffing, and marketing.
- VI. The Town has advertised several new employment opportunities and we encourage you to share with interested parties. Information is available on our website at: <https://www.jamestown-nc.gov/news-and-notice/employment-opportunities>.