



Settled 1752
JAMESTOWN
NORTH CAROLINA
Regular Meeting of the Town Council
September 21, 2021
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 August 11th Joint Town Council & Planning Board Meeting
 - B. Approval of minutes from the August 11th Special Town Council Meeting
 - C. Approval of minutes from the August 17th Regular Town Council Meeting
 - D. Reappointment of Sherrie Richmond as an ETJ Planning Board Member
 - E. Analysis of the financial position of the Town of Jamestown
 - F. Analysis of the financial position of the Jamestown Park & Golf Course
 - G. Notification of Advances
- III. **Public Comment**
- IV. Resolution honoring Eddie Oakley for his service as a Planning Board Member- Mayor Montgomery
- V. Proclamation for Constitution Week in the Town of Jamestown 2021- Mayor Montgomery
- VI. Proclamation Fall Litter Sweep 2021- Mayor Montgomery
- VII. **Old Business-**
 - A. Review of mission, vision, and values statement for the Town of Jamestown- Dave Treme, Interim Town Manager
- VIII. **New Business-**
 - A. Appointment of Planning Board Member and Alternate- Katie Weiner, Town Clerk
 - B. Consideration of approval of Accounting Specialist position and Budget Amendment #6- Dave Treme, Interim Town Manager
 - C. Request to set a public hearing date for the adoption of the Town of Jamestown's updated Comprehensive Plan- Matthew Johnson, Assistant Town Manager/Director of Planning
 - D. Request to set a public hearing date for the adoption of amendments to the Land Development Ordinance- Matthew Johnson, Assistant Town Manager/Director of Planning
 - E. Consideration of adoption of Resolution directing the Clerk to investigate Annexation Petition- Matthew Johnson, Assistant Town Manager/Director of Planning
 - F. Consideration of waiver of a waiting period for a rezoning request per Article 5 Section 5.3-6- Matthew Johnson, Assistant Town Manager/Director of Planning
- IX. **Manager/Committee Reports-**
 - A. Manager Report
 - B. Council Member Committee Reports
- X. **Public Comment**
- XI. **Other Business**
- XII. **Closed Session per G.S. 143-318 to discuss matters related to Personnel and Attorney Client Privilege**
- XIII. **Adjournment**

Working Agenda for the September 21st Regular Town Council Meeting

Tentative Time Line	Agenda Item	Responsible Party	Action required by the Town Council
6:00 pm	I. Call to Order	Mayor Montgomery	Mayor Montgomery to call the meeting to order.
6:00 pm	A. Roll Call	K. Weiner	Weiner to take roll call.
6:00 pm	B. Pledge of Allegiance	Mayor Montgomery	Mayor Montgomery to lead everyone in the Pledge of Allegiance.
6:00 pm	C. Moment of Silence	Mayor Montgomery	Mayor Montgomery to call for a moment of silence
6:00 pm	D. Approval of Agenda	Mayor Montgomery	Mayor Montgomery to ask Council if there are any items that need to be added or deleted. 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 August 11th Joint TC & PB Meeting B. Approval of minutes from the August 11th Special TC Meeting C. Approval of minutes from the August 17th Regular TC Meeting D. Reappointment of Sherrie Richmond as an ETJ PB Member E. Analysis of the financial position of the Town of Jamestown F. Analysis of the financial position of the Jamestown Park & GC G. Notification of Advances 		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. Resolution honoring Eddie Oakley for his service on the Planning Board	Mayor Montgomery	Mayor Montgomery to present the resolution to Eddie Oakley.
6:25 pm	V. Proclamation for Constitution Week in the Town of Jamestown 2021	Mayor Montgomery	Mayor Montgomery to present the proclamation to Deborah Beach.
6:30 pm	VI. Proclamation Fall Litter Sweep 2021	Mayor Montgomery	Mayor Montgomery to present the proclamation to Elizabeth Greeson. Greeson to present information on the 2021 Fall Litter Sweep.
6:30 pm	VII. Old Business		
6:30 pm	A. Review of mission, vision, and values statement for the Town of Jamestown	Call on D. Treme	Treme to review the mission, vision, and values for the Town of Jamestown with Council. Council Member makes a motion to approve the updated mission, vision, and core values for the Town of Jamestown OR to continue the discussion to the October 19 th Regular Town Council meeting. Council Member makes a second to the motion. Then vote.
6:40 pm	VIII. New Business		
6:40 pm	A. Appointment of Planning Board Member and Alternate	Call on K. Weiner	Weiner to request that Council appoint a new Planning Board Member & Alternate Member. Council Member makes a motion to appoint _____ to serve as a Planning Board Member & _____ to serve as an Alternate Member. Council Member makes a second to the motion. Then vote.
6:50 pm	B. Consideration of approval of Accounting Specialist position and Budget Amendment #6	Call on D. Treme	Treme to request that Council approve the Accounting Specialist Position and Budget Amendment #7. Council Member makes a motion to approve/deny the Accounting Specialist Position and Budget Amendment #6. Council Member makes a second to the motion. Then vote.
7:00 pm	C. Request to set a P.H. date for the adoption of the Town's Updated Comp Plan	Call on M. Johnson	Johnson to request that Council set a public hearing date for the consideration of the Town's updated Comprehensive Plan for the October 19 th Regular meeting. Council Member makes a motion to set the public hearing date for the consideration of the Town's updated Comprehensive Plan for the October 19 th Regular Town Council meeting at 6:00 pm in the Civic Center. Council Member makes a second to the motion. Then vote.
7:05 pm	D. Request to set a P.H. date for the adoption of amendments to the LDO	Call on M. Johnson	Johnson to request that Council set a public hearing date for the consideration of amendments to the LDO for the October 19 th Regular meeting. Council Member makes a motion to set the public hearing date for the consideration of amendments to the LDO for the October 19 th Regular Town Council meeting at 6:00 pm in the Civic Center. Council Member makes a second to the motion. Then vote.
7:10 pm	E. Consideration of adoption of Resolution directing the Clerk to Investigate Annexation Petition	Call on M. Johnson	Johnson to request that Council adopt a resolution directing the Clerk to investigate an annexation petition. Council Member makes a motion to approve/deny the adoption of a resolution directing the Town Clerk and Town Attorney to investigate the annexation petition. Council Member makes a second to the motion. Then vote.

7:20 pm	F. Consideration of waiver of a waiting period for a rezoning request per Article 5 Section 5.3-6	Call on M. Johnson	Johnson to request that Council approve a waiver to allow D.R. Horton to submit a new rezoning application for the Johnson property. Council Member makes a motion to approve/deny a waiver under section 5.3-6 of the LDO to permit the applicant/owner, D.R. Horton, the right to submit a new rezoning application for the property commonly known as the "Johnson Farm." Council Member makes a second to the motion. Then vote.
7:30 pm	IX. Manager/Committee Reports		
7:30 pm	A. Manager Report	Call on D. Treme	Treme to present his monthly Manager's Report to Town Council.
7:35 pm	B. Council Member Committee Reports	Mayor Montgomery	Mayor Montgomery to request that Council Members give reports for any Committees that they serve on.
7:40 pm	X. Public Comment		Please state your name and address and adhere to the 3 minute time limit
7:55 pm	XI. Other Business		
8:00 pm	XII. Closed Session per G.S. 143-318 to discuss matters related to Personnel and Attorney Client Privilege		Council Member makes a motion to go into Closed Session per G.S. 143-318 to discuss matters related to Personnel and Attorney Client Privilege. 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.
8:30 .pm	XIII. Adjournment		Council Member makes a motion to adjourn. Council Member makes a second to the motion. Then vote.

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the August 11th Joint TC/PB Meeting

AGENDA ITEM #: II-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Minutes from the August 11th Joint Town Council and Planning Board Meeting

ATTACHMENTS: Minutes from the August 11, 2021 Joint TC/PB 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

**Joint Meeting of the Town Council and the Planning Board
August 11, 2021
3:00 pm in the Civic Center
Minutes & General Account**

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

Planning Board Members Present: Sarah Glanville, Chair; Ed Stafford, Vice Chair; Dennis Sholl, Eddie Oakley, Russ Walker, Donald Dale (ETJ), Robert Coon (ETJ), Sherrie Richmond (ETJ), Cara Arena (ETJ), Kerry Miller (Alt.), Jane Walker Payne (Alt.), Peggy Levi (ETJ Alt.)

Staff Members Present: Dave Treme, Matthew Johnson, Anna Hawryluk, & Katie Weiner

Visitors Present: Vagn Hansen, Jason Epley, Tom Terrell, Seth Harry, Elizabeth Ward, Calvin Atkins, Courtney Gonzalez, Ryan Moats, Eric Wall, & Carol Brooks

Call to Order for the Town Council- Mayor Montgomery called the meeting to order for the Town Council.

Weiner took roll call for Council 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.

Call to Order for the Planning Board- Glanville called the meeting to order for the Planning Board.

Weiner took roll call for the Planning Board as follows:

- Sarah Glanville- Present
- Ed Stafford- Present
- Dennis Sholl- Present
- Eddie Oakley- Present
- Russ Walker- Present
- Donald Dale- Present
- Robert Coon- Present
- Sherrie Richmond- Present
- Cara Arena- Absent

- Kerry Miller (Alt.)- Present
- Jane Walker Payne (Alt.)- Present
- Jason Spangler (Alt)- Absent
- Peggy Levi (ETJ Alt.)- Present

Weiner stated that a quorum was present.

Introduction and Welcome to the Joint Meeting- Treme thanked all the Council and Planning Board Members for attending the meeting. Treme said that D. R. Horton had purchased the Johnson property. He added that staff would like to use the joint meeting as an opportunity to provide information on how the Town Council was going to approach the public engagement process for any future rezoning request that may be submitted for the property. Treme also stated that Vagn Hansen with Benchmark Planning was going to present an overview of some of the recent 160D statute updates and general tips for effective board meetings.

Treme asked everyone to introduce themselves. Council and Planning Board Members introduced themselves to the group. Treme thanked everyone for their service to the community.

Hansen came forward. He introduced himself and said that Benchmark Planning had been involved in several different projects with the Town of Jamestown. He noted that Benchmark was currently working on an update to the Town's Comprehensive Plan. He added that Treme had approached him about providing some information to the boards regarding the changes that had occurred at the state level while also reviewing some more general topics that may be beneficial.

Overview of Updates to Conflicts of Interest- Hansen stated that the 160D legislative updates had impacted the rules surrounding conflicts of interest. He noted that the conflict of interest provisions applied to both governing and appointed boards. He stated that governing or advisory board members were not allowed to participate in any legislative decision regarding development regulation if the outcome was likely to have a direct, substantial, and readily identifiable financial impact on the member. He added that having a close familial, business, or other associational relationship with the landowner of a property subject to a rezoning petition or the applicant for a text amendment would also be considered a conflict of interest. Hansen explained that members should recuse themselves if a conflict exists.

Hansen presented several scenarios in which there may be a financial or personal conflict of interest. He asked the members to identify which scenarios were problematic. The Council and Planning Board Members discussed the examples with Hansen.

Hansen also briefly spoke about the voting requirements for quasi-judicial decisions. He highlighted that board members must be impartial decision makers. He added that they could not have a fixed opinion about the matter being discussed prior to the hearing. He noted that all members must disclose any ex parte communications that they have had before the hearing begins. Hansen stated that anyone that had close familial, business, or other associational relationships with an affected person or a financial interest in the outcome of the matter could not participate.

He provided several scenarios to the board members about potential conflicts of interest. The members discussed the situations with Hansen.

Tips for Effective Board Meetings- Hansen provided the Council and Planning Board members with an overview of parliamentary procedure. He explained that the procedures established order in the meetings while also ensuring that the business of the board was conducted efficiently. He added that they provided a structure that encouraged organized discussion and equal opportunity to express differing opinions.

Hansen spoke about the proper ways to make and amend a motion. He also gave the board members several tips on how to streamline the public comment period process. He noted the importance of

maintaining order during the meetings, being prepared to discuss items on the agenda, and ensuring that the agenda be followed after its adoption.

Procedures for Land Use Hearings- Hansen provided an overview of legislative and quasi-judicial hearings and their procedures. He stated that the primary types of legislative hearings were for zoning map and ordinance text amendments. He noted that both types of amendments required advisory hearings, recommendations by the Planning Board, and a public hearing held by the Town Council. Hansen added that there were no restrictions on communications with applicants prior to legislative hearings. He said that all interested parties were allowed to speak at the public hearings and that decisions by the boards should be made within a reasonable timeframe. He presented details on the requirements of the board to provide a consistency statement for proposed amendments and their alignment with the Town's adopted Comprehensive Plan.

Hansen noted that quasi-judicial hearings were based on evidence that placed the burden of proof on the applicant to demonstrate that their proposal met the standards of the Town's ordinance and any required findings. He added that the hearings were conducted like a court proceeding. He stated that speakers provided sworn testimony and were supposed to present "substantial, material, and competent" evidence on matters before the board. He said that all evidence had to be considered when the board made a decision. Hansen said that written findings of fact were required and that specific evidence entered into the record should be cited to demonstrate compliance. He noted that the hearings could be continued if the board required additional evidence in order to make a decision.

The board members discussed the details of the procedures for the two types of hearings with Hansen.

Arena arrived at 4:54 pm.

Introduction to the Town of Jamestown's Land Use Attorney- Mayor Montgomery introduced Tom Terrell with Fox Rothschild to the board members. She noted that he had extensive experience in representing clients from a wide-range of industries in land use matters. She added that he was currently serving as the Town's land use attorney.

Terrell came forward and addressed the Council and Planning Board. He thanked Treme and the Council for allowing him to represent the Town. He said that he was impressed that the leaders of the Town were being proactive as they prepared for the significant decisions that would need to be made regarding the Johnson property in the near future.

Terrell explained that the role of the Planning Board was not to design a development site when they were considering a substantial rezoning request. He added that their purpose was to make determinations about a request based on the Town's adopted Comprehensive Plan and vision for the future. He stated that they would then provide a recommendation to the Town Council about whether a request should be approved or denied based on their consideration. He noted that if the process worked as it was intended that the outcome would be defensible in every aspect.

Terrell said that a development agreement would be crafted and implemented if a rezoning request were approved. He added that he and the developer's attorney would work together to draft an agreement. He noted that it would then need to be approved by the Town Council.

He praised the Town Manager and Council for hiring a planning consultant to assist with the board’s consideration of the Johnson property rezoning. He advised the Planning Board to heed the advice given to them by Seth Harry. He also encouraged them not to confuse density of the development with quality. Terrell added that D.R. Horton, owner of the Johnson Property, had been willing to step out of their comfort zone to work with the Town to create a development that everyone could be proud of at the end of the process.

Mayor Montgomery called for a five minute recess.

Mayor Montgomery called the meeting back to order.

Introduction to the Town of Jamestown’s Community Planner- Mayor Montgomery introduced Seth Harry to the board members. She stated that he was the president and founder of Seth Harry & Associates Architects and Planners. She added that he had over thirty-five years of professional experience in community planning throughout the United States. She said that his team also had extensive experience in community outreach and public input.

Harry came forward and addressed the board members. He presented information on the usual process that his team used to engage the public about potential developments. Harry presented examples of other sites that he and his team had worked on for other municipalities.

Board members spoke about the best ways to inform the public about the upcoming public engagement sessions with Harry.

They also discussed the details of the schedule for the sessions and potential options for virtual participation with Harry.

Johnson came forward and stated that the Planning Board would not be able to meet on their regular meeting date in September. He requested that they set the date for a special meeting on September 20th at 6:00 pm.

Dale made a motion to set the date for a special Planning Board meeting on September 20th at 6:00 pm in the Civic Center at Town Hall. Arena made a second to the motion. The motion passed by unanimous vote.

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

Adjournment of the Planning Board- Walker made a motion to adjourn. Coon made a second to the motion. The motion passed by unanimous vote.

The meeting ended at 6:07 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the August 11th Special TC Meeting

AGENDA ITEM #: II-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Minutes from the August 11th Special Town Council Meeting

ATTACHMENTS: Minutes from the August 11, 2021 Special TC 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
August 11, 2021
6:15 pm in the Civic Center
Minutes & General Account**

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

Staff Members Present: Dave Treme, Matthew Johnson, & Katie Weiner

Visitors Present: Carol Brooks

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

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.

Discussion about Town Council meeting venue- Treme stated that Council had briefly discussed whether or not they needed to officially change their meeting space over the past few months. He added that Council had been meeting in the Civic Center instead of the Council Chambers since the Coronavirus pandemic began. He noted that there had been money included in the budget to evaluate the space utilization at Town Hall. He added that this information could be used to determine possible options that Council would have if additional office or meeting space needed to be created.

Treme requested that Council give him direction on ways in which they wanted to utilize the Civic Center going forward. He added that he was aware that there were different civic organizations that had used the Civic Center as a meeting facility in the past. He stated that he did not believe it was a compatible space for different groups to provide dinners for their members at their regular meetings. Treme said that he had met with the leaders of the Rotary and Civitans Club. He noted that he had offered to allow them to meet at the Jamestown Park & Golf Course Clubhouse for the same rate they had been paying. Treme stated that he did not have an issue with the Veterans and the exercise group using the Civic Center as a meeting place because they were smaller groups that did not serve meals.

Treme stated that he had made recommendations on the use of the Civic Center, but it had not been received well by everyone. He noted that the Town's insurance provider had also suggested that any groups using the facility have a liability insurance plan that would cover any accidents that may occur. He added that the Town may also have to hire additional help to set up and break down the room if it was going to be used for several different events throughout the month. He requested that Council provide staff with guidance on the various aspects of the issue.

Council Member Wolfe stated that she was not in favor of moving the Council's Chambers from Town Hall to the Civic Center. She added that Council had decided to meet in the Civic Center because of the

Coronavirus and the additional space that the Civic Center provided which allowed everyone to spread out. She said she believed that the civic organizations should have been able to resume meeting in the Civic Center as soon as Town Hall had reopened to the public. She stated that she had received various complaints from the members of the different clubs about not being able to resume meeting in the Civic Center as they had done before the pandemic. She did not think that it was a problem for the groups to serve food as long as they were responsible for cleaning up their mess. Council Member Wolfe thought it was premature to plan for providing additional office space before the staff was required to expand.

Treme asked if there was consensus amongst the board about where the Council meetings should be held.

Council Member Capes said that he thought the Council would continue to meet in the Civic Center for the foreseeable future. He added that there was standing room only in the previous meeting space when a Boy Scout troupe would attend a Council meeting to lead the Pledge of Allegiance. He stated that there needed to be a plan in place for growth of Town Hall staff and the use of space in Town Hall. Council Member Capes said that he believed that there could also be a higher level of attendance at Council meetings as the Town grew.

Council Member Wolfe stated that she felt that the Council would be taking a meeting and an event space away from the citizens if they continued to use the Civic Center as a Council Chambers. She did not see an issue with returning to the former meeting space.

Council Member Rayborn said that she was in favor of meeting in the Civic Center in order to allow for social distancing during the ongoing pandemic. However, she still wanted it to be a multi-purpose space. She was fine with using the Civic Center as a Council Chambers, but she thought that other community groups should still be able to use the building as well. Council Member Rayborn added that she did not think that staff should have to arrange and rearrange the space for all the different events. She noted that those that wanted to rent the room could be responsible for returning it to its original set up. She stated that the Clubhouse at the golf course was nice, but it was not comparable to the Civic Center.

Council Member Wolfe asked Treme if the public services or parks staff could help with the room breakdown and setup. Treme stated that Town staff were not able to take on additional tasks. He added that he would have to hire someone to setup/breakdown the room and ensure that the space was clean after events.

Council Member Straughn stated that he did not think there was anything that should prevent the Civic Center from continuing to be a multi-use space. He said that the Town could invest in some chairs and tables that were easier to rearrange. He noted that the Council could still use the room as its Council Chambers while offering the same amenities to the public that they have had in the past. He stated that he loved the Clubhouse, but did not think that the civic groups should be encouraged to meet at the golf course.

Council Member Capes reiterated that he did not think that the former space was adequate for a Council Chambers. He said that he believed that the Civic Center could still be used by other groups while providing a larger space to hold Council meetings.

Mayor Montgomery said that the first decision that Council needed to make was where they wanted to hold their future meetings.

DRAFT

Council Member Capes stated that he felt very strongly that the Council's meeting space should accommodate a decent sized audience. He added that the Civic Center also provided better acoustics and allowed staff to stream the meetings.

Mayor Montgomery said that the Civic Center was a more professional meeting space. She highlighted that it was much easier for her to run the meeting because she could actually see everyone in attendance.

Council Member Wolfe stated that Council would need to formally change the name of the Ragsdale Civic Center if they wanted to use it as a Council Chambers for the foreseeable future. Mayor Montgomery, Council Member Capes, and Council Member Rayborn disagreed because the Civic Center could still be used as a multi-use space.

Council Member Rayborn reiterated that Council could use the Civic Center as a meeting space without excluding other groups from the facility.

Council Member Straughn and Wolfe stated that they were both in favor of paying for additional help to arrange the room.

Treme stated that he believed that there was a consensus amongst Council that they would continue to hold their meetings in the Civic Center. He added that he did not believe that former space would be effective for a Council meeting.

Council Member Wolfe disagreed.

Council Member Rayborn said that she felt more comfortable meeting in the Civic Center for the time being and did not foresee Council returning to meet in the former space because it was too small.

Council Members agreed that they would continue to hold their meetings in the Civic Center for the time being. Council Member Wolfe was in opposition.

Treme stated that he would present a recommendation regarding the setup and breakdown of the room at a later date.

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 7:02 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the August 17th Regular TC Meeting

AGENDA ITEM #: II-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Minutes from the August 17th Regular Town Council Meeting

ATTACHMENTS: Minutes from the August 17, 2021 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

**Regular Meeting of the Town Council
August 17, 2021
6:00 pm in the Civic Center
Minutes & General Account**

DRAFT

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

Staff Members Present: Dave Treme, Matthew Johnson, Katie Weiner, Paul Blanchard, Judy Gallman, & Beth Koonce, Town Attorney.

Visitors Present: Katherine Stamey, Josie Cothran, Al Stewart, Ray McFillin, Carol McFillin, & 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- Mayor Montgomery led everyone in the Pledge of Allegiance.
- Moment of Silence- Mayor Montgomery called for a moment of silence.
- Approval of Agenda- Mayor Montgomery asked if anyone would like to change, add, or delete any items on the agenda.

Council Member Wolfe requested to add item "V-E. Budget Amendment #5" to the agenda.

Council Member Straughn made a motion to approve the agenda with the requested change. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

Consent Agenda- The consent agenda included the following items:

- Approval of minutes from the July 15th Special Town Council meeting
- Approval of minutes from the July 20th Regular Town Council meeting
- Approval & Sealing of the July 20th Closed Session Minutes
- Reappointment of Ed Stafford to the Planning Board
- Reappointment of Rich Glover to the Piedmont Triad Regional Water Authority (PTRWA)
- Analysis of the financial position of the Town of Jamestown
- Analysis of the financial position of the Jamestown Park and Golf Course
- Notification of Advances
- Budget Amendment #4

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

(Budget Amendment #4)

Public Comment-

- Josie Cothran, 206 Woodfern Drive- Cothran stated that she ran regularly throughout Town. She stated that the intersection at East Fork and Guilford Road was very busy. She encouraged Council to consider placing a pedestrian crossing sign at the intersection. Cothran added that warning signs leading to the intersection would also be beneficial.

Resolution honoring Katherine Stamey Reese- Mayor Montgomery presented the resolution to Katherine Stamey Reese. She thanked her for everything that she had done for the Jamestown community.

(Resolution honoring Katherine Stamey Reese)

Old Business-

- Status Report on Code Enforcement Violations in the Town of Jamestown- Treme introduced Brandon Emory with Alliance Code Enforcement (ACE). Emory presented his status report to Council. He stated that his team had been working about two days a week to address any complaints that had been filed. He noted that six cases had been abated and two were unfounded. Emory stated that several of the cases that had been resolved involved junk piles or junk vehicles. He said that those properties had been cleaned up and the owners had been receptive to working with his team. He added that there had been several signs that had been picked up because they were in violation of the Town's ordinances. He provided a summary of the different types of violations that had been discovered and their progress towards being resolved. He noted that he would continue to work with Town staff to address any problems that may arise.

Council Members discussed the details of the process that was used to reach property owners that were not local with Emory.

Council Member Rayborn stated that she had noticed a difference throughout Town and that ACE was making a positive impact.

- Consideration of approval of Amendment to Interlocal Agreement with Guilford County regarding Funding for the Jamestown Public Library- Treme stated that Council had continued their consideration of the agreement at their previous meeting. He noted that staff and the Town Attorney had made some changes to the original contract that had been approved by Guilford County. He recommended that Council approve the updated version of the contract.

Council Member Straughn made a motion to approve the amendment to the interlocal agreement with Guilford County regarding funding for the Jamestown Public Library. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Consideration of approval of Interlocal Agreement with Guilford County for Animal Shelter and Control Services- Treme said that Council had also continued their consideration of the

agreement for animal services at their July 20th meeting. He noted that the contract stated that the Town would pay a fee of \$12,265 to the County for animal control services. He stated that there had been some revisions to the original document that had been sent by Guilford County. He added that Johnson had been in contact with the Assistant County Manager about the changes. Treme requested that Council approve the contract as presented.

Council Member Straughn requested that someone from animal control services present a report to Council about the status of their work on a semi-regular basis. Treme stated that he would contact the animal control department and request that a report be given at a future date.

Council Member Straughn made a motion to approve the interlocal agreement with Guilford County for animal shelter and control services. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

- Discussion about Non-Profit Contract with the Jamestown Historic Society and Funding for Services- Gallman said that staff had received a funding request from the Historic Society in July. She added that she had suggested that they prioritize the items that they had submitted. She noted that they had requested a total of \$14,150 and the total that had been budgeted for historic/cultural services was \$10,500. She provided an overview of the revised request from the Historic Society. Gallman stated that they had included the following: \$7,000 for marketing and visitor service campaign, \$1,500 for shelving for history resource and historic texts, \$650 for humidity control and monitoring, and \$5,000 for display cases. She recommended that Council approve the requested funding for marketing, shelving, humidity control, and a total of \$1,340 for display cases.

Council Member Straughn made a motion to approve the funding for the requested items as recommended and to allow the Finance Director to update and enter into the contract for services as specified. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Budget Amendment #5- Treme stated that the amendment would increase the budget in the capital project fund for the East Main Street sidewalk project for a required railroad inspector. He added that staff believed that the amendment would be funded by a supplemental agreement with NCDOT. He requested that Council approve Budget Amendment #5.

Council Member Straughn made a motion to approve Budget Amendment #5. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

(Budget Amendment #5)

Manager/Committee Reports-

- Manager Report- Treme stated that he had received positive feedback about the candidate information session. He said that there had been some progress made on the staff continuity plan. He added that he planned to discuss the mission, vision, and values at a Council meeting in the near future. Treme stated that staff was continuing to work on the strategic growth plan. He highlighted that the joint meeting held by the Town Council and Planning Board had gone really well. He also said that work on the recreation maintenance building was ongoing.

DRAFT

- Council Member Committee Reports-
 - Council Member Wolfe stated that she and Blanchard had taken Wright Archer, NCDOT Representative, for a tour of the Town on July 22nd. She distributed a list of the projects that she and Blanchard had discussed with Archer to Council. She added that they had discussed the same intersection that Ms. Cothran had spoken about during the public comment period.
 - Council Member Rayborn said that the next AARP meeting would be held on September 8th at 4:00 pm.

Public Comment Period- Nobody signed up.

Other Business- Council Member Wolfe thanked staff for their hard work on the National Night Out event.

Council Member Wolfe briefly spoke with Treme about the grill schedule at the Jamestown Park and Golf Course.

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

The meeting ended at 6:49 pm.

Mayor

Town Council

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Reappointment of Sherrie Richmond as an ETJ PB Member

AGENDA ITEM #: II-D



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Sherrie Richmond's term on the Planning Board expires in October 2021. She was initially appointed to serve as an ETJ Planning Board Member on October 18, 2016. Richmond is willing to serve a second five-year term on the Board.

There are no new ETJ applications to consider at this time.

ATTACHMENTS: Application for Sherrie Richmond

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 notify Guilford County if Richmond is reappointed.



TOWN OF JAMESTOWN

Settled in 1752

Chartered in 1816

P.O. Box 848

Jamestown, North Carolina 27282

CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMITTEES

Name

Sherric M. Richmond

Gender: Male Female

Birthdate: 1/21/47 E mail lee@rich@northstate.net

Home Phone: 336-454-1983 Daytime Phone: 336-491-8983 Fax: —

Home Address: 601 Tangle Drive, Jamestown, NC 27282

How long have you been a resident of Jamestown? since May, 1991

Current Occupation/Title: Retired English teacher

Employer/Business Name: Cuiford County School System - 1989-2013

Business Address and Zip: —

Supervisor Name: —

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

Degree/Subject of Study: English / Secondary Education

School/Name Years Attended: University of Southern Mississippi

BOARD/COMMITTEE APPLYING FOR (list one): ETS Planning Board Member

List the Board or Committee on which you currently serve and your term expiration date:
I am not on a board or committee at present.

What are your qualifications for serving on the Board/Committee for which you are applying? Though I have no formal planning experience, I am conscientious about

appointments, responsible, eager to explore options before making a decision, and I love Cedarwood and the Jamestown community.

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

Yes, depending on the opportunity.

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

yes? For the last two years I have volunteered as a tutor at Montview, tended the Herb Garden at Mendenhall,

Please submit resume

Continued next page >

Interest/Skills/Areas of Expertise/Professional Organizations Jamestown Library Book Club,
Vice-president of Cedarwood Garden Club, on Mendenhall
Herb Garden committee, volunteer tutor at Montclair in High Point
and volunteer at my church - College Place UMC.

List two personal references below:

Name: James Leonard Daytime Telephone: 336-454-3583 H

Address: 509 Tangle Drive, Jamestown Relationship: friend, neighbor
since 1991

Name: Dr. Jason Harvey Daytime Telephone: 336-404-0969

Address: 509 Tate Street Relationship: minister at my church
Greensboro, NC 27403 College Place UMC.

AFFIRMATION OF ELIGIBILITY

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

Yes No if yes, explain complete disposition. _____

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

Yes No if yes, explain not too sure what a possible
conflict could be, but not aware of one.

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

Signature of Applicant: Sherrill M. Richmond Date: July 20, 2016

RETURN COMPLETED FORM TO:

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

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Financial Analysis for August 2021

AGENDA ITEM #: II-E



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: September 21, 2021

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. Both General and Water/Sewer funds have received about 6% of their annual revenues, and have spent 12% of expenditures (General Fund) and 8% (Water/Sewer Fund). There are certain expenditures that must all be paid at the beginning of a fiscal year (such as insurance); thus that is the reason why expenditures are greater than revenues at this point of the fiscal year.

A detailed budget to actual statement is also included as of 8-31-21.

Work continues on several projects - ADA plan, code enforcement, crosswalks, etc.

The auditors were here in August for approximately 4 days to work on the annual audit of the Town. They will be completing the audit virtually. Then the Comprehensive Annual Financial Report will be prepared by Town staff and then reviewed by the auditors. The auditors will present the completed report to Town Council at a regular meeting.

ATTACHMENTS: 3 Page Summary & Detail to Actual Report for August 2021

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Town of Jamestown
 Financial Summary Report
 Cash Balances
 as of August 31, 2021

Petty Cash	\$	1,350
Operating Cash		1,487,863
Certificates of Deposit		3,000,000
Money Market Accounts - operating		1,227,352
North Carolina Capital Management Trust		<u>9,593,433</u>
	\$	<u>15,309,998</u>

Reservations of cash:

Cash reserved for Randleman Reservoir	\$	625,953
Cash reserved by Powell Bill for street improvements		501,195
General Capital Reserve Fund		1,837
East Fork Sidewalk Capital Project		78
Lydia Multi-use Greenway Capital Project		173,589
Oakdale Sidewalk Phase 3		114,369
Oakdale Sidewalk Phase 2		30,103
Recreational Maintenance Facility Capital Project		564,291
Water Sewer Capital Reserve Fund		<u>240,463</u>
	\$	<u>2,251,878</u>

Cash by Fund:

General	\$	3,618,258
General Capital Reserve Fund		1,837
East Fork Sidewalk Capital Project		78
Lydia Multi-use Greenway Capital Project		173,589
Oakdale Sidewalk Phase 3		114,369
Oakdale Sidewalk Phase 2		30,103
Recreational Maintenance Facility Capital Project		564,291
Grants Project Ordinance fund - ARP		715,058
Water/Sewer		9,225,999
Randleman Reservoir		625,953
Water/Sewer Capital Reserve Fund		<u>240,463</u>
	\$	<u>15,309,998</u>

Cash by Bank:

NCCMT	\$	9,593,433
Pinnacle Bank		3,487,863
First Bank		2,227,352
		<u>15,308,648</u>

Town of Jamestown
 Financial Summary Report
 Debt Balances
 as of August 31, 2021

Installment Purchase Debt:	Balance at 8/31/2021	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Sanitation truck, financed in 2017	\$ 75,873	12/1/2023	2023/2024
Leaf truck, financed in 2017	77,563	12/1/2023	2023/2024
Knuckleboom truck, financed in 2020	110,754	5/7/2025	2024/2025
Golf Clubhouse Renovation	<u>416,683</u>	11/3/2027	2027/2028
	<u>\$ 680,873</u>		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	<u>\$ 312,478</u>	11/3/2027	2027/2028

Town of Jamestown
 Financial Summary Report
 Total Revenues & Expenditures by Fund
 as of August 31, 2021

	<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)	413,080	-	351,959	10	1
% of budget received	6%	0%	6%	0%	0%
% of budget, excluding appropriated fund balance, received	6%	0%	10%	0%	0%
Expenditures (and transfers)	810,865	-	446,496	-	-
% of budget expended	12%	0%	6%	0%	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	1,614,259	1,963,050	218,188	584,000	79,589	715,058
% of budget received	91%	99%	32%	100%	40%	50%
Life to Date Expenditures	1,613,324	1,893,365	103,762	17,408	49,486	-
% of budget expended	91%	95%	15%	3%	25%	0%

Ⓜ Reimbursement requested and accrued, but not all yet received

TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 8 / 21

10 GENERAL FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3100 AD VALOREM TAXES	145,331.52	145,331.52	2,225,000.00	2,079,668.48	7 %
3101 Interest on Ad Valorem Taxes	49.20	49.20	2,500.00	2,450.80	2 %
3102 Tax and Tag revenue	0.00	0.00	219,890.00	219,890.00	0 %
3103 Interest on Tax and Tag Revenues	0.00	0.00	1,000.00	1,000.00	0 %
3230 SALES AND USE TAX	0.00	0.00	841,000.00	841,000.00	0 %
3250 Solid Waste Disposal Tax	809.28	809.28	3,250.00	2,440.72	25 %
3256 ELECTRICITY SALES TAX	0.00	0.00	208,000.00	208,000.00	0 %
3257 TELECOMMUNICATIONS SALES TAX	0.00	0.00	35,000.00	35,000.00	0 %
3258 PIPED NATURAL GAS SALES TAX	0.00	0.00	18,500.00	18,500.00	0 %
3261 VIDEO PROGRAMMING TAX	0.00	0.00	42,000.00	42,000.00	0 %
3316 POWELL BILL	0.00	0.00	100,000.00	100,000.00	0 %
3322 ALCOHOLIC BEVERAGES TAX	0.00	0.00	19,500.00	19,500.00	0 %
3325 ABC DISTRIBUTION	12,500.00	12,500.00	50,000.00	37,500.00	25 %
3341 Telecommunications Planning Fees	0.00	0.00	7,500.00	7,500.00	0 %
3343 REVIEW FEES	400.00	2,146.00	7,500.00	5,354.00	29 %
3344 CODE ENFORCEMENT FEES	0.00	0.00	100.00	100.00	0 %
3345 INSPECTION AND PERMIT FEES	0.00	0.00	200.00	200.00	0 %
3346 CELL TOWER RENTAL FEES	4,211.73	8,423.46	85,000.00	76,576.54	10 %
3348 REFUSE COLLECTION FEES	13,738.00	27,358.00	163,200.00	135,842.00	17 %
3600 GREEN FEES	58,129.00	108,627.00	515,000.00	406,373.00	21 %
3610 MECHANICAL CART RENTALS	32,080.00	57,489.00	270,000.00	212,511.00	21 %
3620 PULL CART RENTALS	24.00	77.00	300.00	223.00	26 %
3650 DRIVING RANGE	5,948.00	11,872.00	54,000.00	42,128.00	22 %
3660 GOLF SHOP CONCESSIONS SALES	10,940.08	20,563.20	82,800.00	62,236.80	25 %
3661 Golf Shop Grill Catering Revenues	0.00	0.00	500.00	500.00	0 %
3665 Golf Special Orders - Sales	119.00	3,544.00	9,000.00	5,456.00	39 %
3675 Golf Clubhouse Rental Fees	0.00	0.00	11,500.00	11,500.00	0 %
3831 INVESTMENT EARNINGS	73.24	129.87	2,500.00	2,370.13	5 %
3936 SALES - PRO SHOP GOLF INVENTORY	5,724.65	11,260.55	57,800.00	46,539.45	19 %
3837 SHELTER RENTALS	300.00	700.00	2,500.00	1,800.00	28 %
3838 Building lease revenue	0.00	0.00	3,611.00	3,611.00	0 %
3839 MISCELLANEOUS REVENUES	81.07	95.33	1,000.00	904.67	10 %
3840 Rental Golf Sets	200.00	555.00	1,900.00	1,345.00	29 %
3841 Ball Field Rentals	0.00	1,550.00	6,000.00	4,450.00	26 %
3920 Issuance of installment purchase financing	0.00	0.00	301,000.00	301,000.00	0 %
3983 TRANSFER FROM GENERAL CAPITAL RESERVE FUND	0.00	0.00	76,600.00	76,600.00	0 %
3991 FUND BALANCE APPROPRIATED	0.00	0.00	1,184,165.00	1,184,165.00	0 %
Account Group Total:	290,658.77	413,080.41	6,609,316.00	6,196,235.59	6 %
Fund Total:	290,658.77	413,080.41	6,609,316.00	6,196,235.59	6 %

09/15/21
16:22:41

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 8 / 21

Page: 1 of 12
Report ID: B100B

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	9,943.80	9,943.80	30,056.20	40,000.00	50,000.00	10,000.00
2100	DEPARTMENT SUPPLIES	544.65	544.65	0.00	544.65	2,000.00	1,455.35
2200	FOOD AND PROVISIONS	731.65	731.65	0.00	731.65	2,500.00	1,768.35
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	200.00	200.00
2900	ASSETS NOT CAPITALIZED	0.00	0.00	5,700.00	5,700.00	7,000.00	1,300.00
3100	TRAVEL	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	0.00	0.00	0.00	2,500.00	2,500.00
3200	COMMUNICATIONS	0.00	0.00	0.00	0.00	1,500.00	1,500.00
3400	PRINTING	0.00	0.00	0.00	0.00	300.00	300.00
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	600.00	600.00
3800	DATA PROCESSING SERVICES	101.78	105.82	894.18	1,000.00	1,000.00	0.00
3950	DUES AND SUBSCRIPTIONS	0.00	2,008.00	0.00	2,008.00	2,500.00	492.00
3955	Permit Fees	0.00	0.00	0.00	0.00	800.00	800.00
3970	ELECTIONS	0.00	0.00	0.00	0.00	5,000.00	5,000.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
4990	OTHER CONTRACTED SERVICES	0.00	175.00	3,275.00	3,450.00	3,600.00	150.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:		11,321.88	13,508.92	39,925.38	53,434.30	80,700.00	27,265.70
4200 ADMINISTRATION EXPENDITURES							
1000	SALARIES AND WAGES	19,592.00	36,894.00	0.00	36,894.00	310,000.00	271,106.00
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	4,300.00	4,300.00
1009	FICA EXPENSE	1,490.13	2,887.29	0.00	2,887.29	25,000.00	22,112.71
1010	RETIREMENT EXPENSE	1,508.44	2,983.82	0.00	2,983.82	33,500.00	30,516.18
1011	HEALTH INSURANCE EXPENSE	1,930.06	3,860.12	0.00	3,860.12	35,000.00	31,139.88
1012	FLEX ADMINISTRATION FEES	6.00	12.00	133.00	145.00	300.00	165.00
1013	RETIREE HEALTH INSURANCE EXPENSE	773.59	1,547.18	0.00	1,547.18	3,600.00	2,052.82
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	3,000.00	3,000.00
1016	Wellness Program Expenditures	0.00	0.00	0.00	0.00	500.00	500.00
1017	401K EXPENSE	595.50	1,177.91	0.00	1,177.91	13,000.00	11,822.09
1019	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	18,150.00	18,150.00
2100	DEPARTMENT SUPPLIES	55.82	55.82	0.00	55.82	1,700.00	1,644.18
2200	FOOD AND PROVISIONS	360.82	360.82	0.00	360.82	750.00	389.18
2600	OFFICE SUPPLIES	58.87	172.77	0.00	172.77	2,000.00	1,827.23
2900	ASSETS NOT CAPITALIZED	0.00	2,000.00	0.00	2,000.00	2,500.00	500.00
3100	TRAVEL	1,751.68	1,751.68	4,688.32	6,440.00	10,000.00	3,560.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	135.00	0.00	135.00	5,000.00	4,865.00
3200	COMMUNICATIONS	499.60	817.29	3,782.71	4,600.00	9,700.00	5,100.00
3400	PRINTING	0.00	0.00	0.00	0.00	500.00	500.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	300.00	300.00
3800	DATA PROCESSING SERVICES	1,639.44	3,923.49	11,567.51	15,491.00	15,500.00	9.00
3950	DUES AND SUBSCRIPTIONS	80.00	5,992.40	0.00	5,992.40	9,500.00	3,507.60
3960	BANK AND MERCHANT FEES	0.00	0.00	0.00	0.00	200.00	200.00
3980	MISCELLANEOUS EXPENSE	124.60	124.60	0.00	124.60	750.00	625.40
4300	EQUIPMENT RENTAL	200.40	518.93	1,330.27	1,849.20	3,500.00	1,650.80
4400	SERVICE & MAINTENANCE CONTRACTS	243.03	243.03	206.97	450.00	11,000.00	10,550.00
4500	INSURANCE AND BONDING	0.00	459.59	0.00	459.59	1,000.00	540.41
4990	OTHER CONTRACTED SERVICES	86.08	3,642.48	11,978.92	15,621.40	41,000.00	25,378.60

Dave's mileage reimb.

3

10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
6820	First Bank Credit Card Encumbrance	0.00	0.00	2,000.00	2,000.00	3,000.00	1,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	4,000.00	4,000.00
Account Total:		30,996.06	72,217.62	35,687.70	107,905.32	569,050.00	461,144.68
4900 PLANNING DEPARTMENT EXPENDITURES							
1000	SALARIES AND WAGES	12,200.00	24,195.15	0.00	24,195.15	160,000.00	135,804.85
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	2,550.00	2,550.00
1009	FICA EXPENSE	927.01	1,838.35	0.00	1,838.35	12,500.00	10,661.65
1010	RETIREMENT EXPENSE	1,390.80	2,758.25	0.00	2,758.25	19,000.00	16,241.75
1011	HEALTH INSURANCE EXPENSE	1,930.06	3,860.12	0.00	3,860.12	23,400.00	19,539.88
1012	FLEX ADMINISTRATION FEES	6.00	12.00	118.00	130.00	200.00	70.00
1014	WORKER'S COMPENSATION	0.00	410.87	0.00	410.87	500.00	99.13
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	500.00	500.00
1017	401K EXPENSE	548.94	1,189.62	0.00	1,188.62	7,200.00	6,011.38
2100	DEPARTMENT SUPPLIES	104.61	104.61	0.00	104.61	4,500.00	4,395.39
2200	FOOD AND PROVISIONS	209.63	231.01	0.00	231.01	1,500.00	1,268.99
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
2520	FUELS - GAS & OIL	0.00	0.00	0.00	0.00	750.00	750.00
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	5,000.00	5,000.00
2900	ASSETS NOT CAPITALIZED	0.00	0.00	2,900.00	2,900.00	3,500.00	600.00
3100	TRAVEL	(1) -1,500.00	-1,500.00	0.00	-1,500.00	3,500.00	5,000.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	0.00	0.00	0.00	5,000.00	5,000.00
3200	COMMUNICATIONS	189.14	378.37	1,221.63	1,600.00	4,700.00	3,100.00
3400	PRINTING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3500	REPAIRS AND MAINTENANCE	0.00	359.85	0.00	359.85	500.00	140.15
3700	MARKETING / ADVERTISING	1,625.00	1,625.00	17,375.00	19,000.00	21,150.00	2,150.00
3800	DATA PROCESSING SERVICES	1,270.38	1,304.23	8,695.77	10,000.00	12,000.00	2,000.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	250.00	250.00	250.00	0.00
3950	DUES AND SUBSCRIPTIONS	1,209.68	1,309.68	2,958.28	4,267.96	9,500.00	5,232.04
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	1,000.00	1,000.00
4400	SERVICE & MAINTENANCE CONTRACTS	0.00	0.00	0.00	0.00	600.00	600.00
4500	INSURANCE AND BONDING	0.00	137.87	0.00	137.87	300.00	162.13
4990	OTHER CONTRACTED SERVICES	(2) 9,055.00	30,472.00	121,945.00	152,417.00	183,200.00	30,783.00
4991	Telecommunications Contracted	0.00	0.00	0.00	0.00	7,500.00	7,500.00
6820	First Bank Credit Card Encumbrance	0.00	0.00	2,000.00	2,000.00	2,000.00	0.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	2,000.00	2,000.00
Account Total:		29,166.25	68,685.98	157,463.68	226,149.66	495,800.00	269,650.34
5000 BUILDING & GROUNDS EXPENDITURES							
2100	DEPARTMENT SUPPLIES	630.13	767.21	852.03	1,619.24	8,000.00	6,380.76
2140	SEED and SOD	0.00	0.00	0.00	0.00	600.00	600.00
2141	CHEMICALS	0.00	0.00	0.00	0.00	500.00	500.00
2142	FERTILIZER AND LIME	0.00	0.00	0.00	0.00	600.00	600.00
2144	MULCH & PINE NEEDLES	0.00	0.00	0.00	0.00	2,500.00	2,500.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	2,500.00	2,500.00
2900	ASSETS NOT CAPITALIZED	784.00	784.00	7,600.06	8,384.06	10,000.00	1,615.94
3200	COMMUNICATIONS	188.08	300.14	1,509.86	1,810.00	2,000.00	190.00
3300	UTILITIES	1,688.14	2,770.65	3,952.92	6,723.57	28,000.00	21,276.43
3350	Water Utilities	0.00	0.00	0.00	0.00	400.00	400.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	50,000.00	50,000.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	500.00	500.00

(1) Scholarship from ICMA for matt to attend conference (expenses)
(2) Code enforcement + ADA plan

4

10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4300	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	200.00	200.00
4400	SERVICE & MAINTENANCE CONTRACTS	1,275.00	9,497.00	23,380.00	32,877.00	38,000.00	5,123.00
4500	INSURANCE AND BONDING	0.00	11,489.44	0.00	11,489.44	25,000.00	13,510.56
4990	OTHER CONTRACTED SERVICES	444.20	444.20	5,000.00	5,444.20	10,000.00	4,555.80
5600	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	60,000.00	60,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	4,000.00	4,000.00
Account Total:		5,009.55	26,052.64	42,294.87	68,347.51	243,300.00	174,952.49
5100 PUBLIC SAFETY EXPENDITURES							
4910	SHERIFF CONTRACT	0.00	0.00	0.00	0.00	515,000.00	515,000.00
4911	Sheriff Off Duty - Town events	412.00	1,177.60	0.00	1,177.60	5,000.00	3,822.40
4912	Sheriff off-duty for non-profit	0.00	0.00	0.00	0.00	3,000.00	3,000.00
4920	ANIMAL CONTROL CONTRACT	0.00	0.00	0.00	0.00	12,500.00	12,500.00
Account Total:		412.00	1,177.60	0.00	1,177.60	535,500.00	534,322.40
5300 FIRE EXPENSES							
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
4900	PINECROFT SEDGEMOUNT FIRE CONTRACT	0.00	174,091.48	0.00	174,091.48	696,366.00	522,274.52
4990	OTHER CONTRACTED SERVICES	0.00	0.00	2,897.50	2,897.50	2,900.00	2.50
5500	CAPITAL OUTLAY EQUIPMENT	870.82	870.82	0.00	870.82	5,800.00	4,929.18
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:		870.82	174,962.30	2,897.50	177,859.80	706,266.00	528,406.20
5600 STREET MAINTENANCE EXPENDITURES							
2100	DEPARTMENT SUPPLIES	0.00	0.00	0.00	0.00	6,000.00	6,000.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	6,000.00	6,000.00
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	5,000.00	5,000.00
2520	FUELS - GAS & OIL	0.00	0.00	0.00	0.00	3,000.00	3,000.00
2900	ASSETS NOT CAPITALIZED	0.00	0.00	6,505.55	6,505.55	30,000.00	21,494.45
3300	UTILITIES	13,046.08	14,392.25	0.00	14,392.25	120,000.00	105,607.75
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	10,000.00	10,000.00
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	500.00	500.00
3940	LANDFILL FEES/DUMPSTER F/U	0.00	0.00	0.00	0.00	500.00	500.00
3955	Permit Fees	0.00	0.00	0.00	0.00	1,100.00	1,100.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	100.00	100.00
4400	SERVICE & MAINTENANCE CONTRACTS	160.00	320.00	1,600.00	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	5,605.00	5,605.00	0.00	5,605.00	6,000.00	395.00
4990	OTHER CONTRACTED SERVICES	5,724.00	5,724.00	67,473.00	73,197.00	105,174.00	31,977.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	0.00	32,506.00	32,506.00	32,506.00	0.00
5500	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	0.00	0.00	12,000.00	12,000.00
5700	CAPITAL OUTLAY - LAND IMPR -	0.00	0.00	0.00	0.00	206,000.00	206,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:		24,535.08	26,592.74	110,084.55	136,677.29	548,080.00	411,402.71

renovations on fire truck

3

3 Striping crosswalks + painting curbs

5

10 GENERAL FUND

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5800 SANITATION EXPENDITURES						
1000 SALARIES AND WAGES	6,226.53	12,328.72	0.00	12,328.72	119,000.00	106,671.28
1003 LONGEVITY PAY	0.00	0.00	0.00	0.00	1,650.00	1,650.00
1009 FICA EXPENSE	465.58	921.65	0.00	921.65	9,500.00	8,578.35
1010 RETIREMENT EXPENSE	712.68	1,411.18	0.00	1,411.18	13,500.00	12,088.82
1011 HEALTH INSURANCE EXPENSE	1,930.06	3,860.12	0.00	3,860.12	35,000.00	31,139.88
1012 FLEX ADMINISTRATION FEES	13.00	26.00	190.00	216.00	400.00	184.00
1013 RETIREE HEALTH INSURANCE EXPENSE	767.28	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	4,000.00	4,000.00
1017 401K EXPENSE	278.12	550.76	0.00	550.76	5,200.00	4,649.24
2100 DEPARTMENT SUPPLIES	0.00	211.83	0.00	211.83	2,000.00	1,788.17
2200 FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	100.00	100.00
2500 VEHICLE SUPPLIES	1,555.50	1,827.97	0.00	1,827.97	8,500.00	6,672.03
2520 FUELS - GAS & OIL	1,675.92	2,655.54	17,344.46	20,000.00	20,000.00	0.00
3200 COMMUNICATIONS	101.02	126.02	383.98	510.00	1,000.00	490.00
3500 REPAIRS AND MAINTENANCE	0.00	0.00	1,000.00	1,000.00	6,000.00	5,000.00
3700 MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	600.00	600.00
3900 DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
3940 LANDFILL FEES/DUMPSTER P/U	4,858.64	4,858.64	60,141.36	65,000.00	65,000.00	0.00
3945 Recycle Fees	8,209.18	16,418.36	83,421.64	99,840.00	105,000.00	5,160.00
3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
4500 INSURANCE AND BONDING	0.00	1,148.94	0.00	1,148.94	2,500.00	1,351.06
4990 OTHER CONTRACTED SERVICES	2,359.80	5,107.73	12,500.00	17,607.73	20,000.00	2,392.27
5400 CAPITAL OUTLAY - MOTOR VEHICLES	0.00	0.00	197,787.71	197,787.71	220,000.00	22,212.29
9700 CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:	29,153.31	59,151.12	373,769.15	432,920.27	650,450.00	217,929.73
6200 RECREATION EXPENDITURES						
1000 SALARIES AND WAGES	7,934.76	15,703.66	0.00	15,703.66	121,000.00	105,296.34
1003 LONGEVITY PAY	0.00	0.00	0.00	0.00	2,850.00	2,850.00
1009 FICA EXPENSE	601.57	1,190.47	0.00	1,190.47	9,500.00	8,309.53
1010 RETIREMENT EXPENSE	907.41	1,755.17	0.00	1,755.17	11,500.00	9,744.83
1011 HEALTH INSURANCE EXPENSE	1,930.06	3,860.12	0.00	3,860.12	23,400.00	19,539.88
1012 FLEX ADMINISTRATION FEES	6.00	12.00	118.00	130.00	200.00	70.00
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	338.34	669.53	0.00	669.53	4,450.00	3,780.47
2100 DEPARTMENT SUPPLIES	128.81	360.69	0.00	360.69	10,000.00	9,639.31
2140 SEED and SOD	0.00	0.00	0.00	0.00	1,000.00	1,000.00
2141 CHEMICALS	0.00	0.00	0.00	0.00	4,000.00	4,000.00
2142 FERTILIZER AND LIME	0.00	0.00	0.00	0.00	2,000.00	2,000.00
2143 IRRIGATION SUPPLIES	0.00	0.00	0.00	0.00	1,200.00	1,200.00
2144 MULCH & PINE NEEDLES	0.00	0.00	0.00	0.00	4,500.00	4,500.00
2145 TOPSOIL (Sand)	0.00	0.00	0.00	0.00	1,500.00	1,500.00
2200 FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	50.00	50.00
2400 CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	750.00	750.00	3,000.00	2,250.00
2500 VEHICLE SUPPLIES	27.48	27.48	0.00	27.48	1,000.00	972.52
2520 FUELS - GAS & OIL	0.00	0.00	0.00	0.00	5,500.00	5,500.00
2550 EQUIPMENT SUPPLIES	35.96	237.31	0.00	237.31	3,500.00	3,262.69
2600 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	300.00	300.00

temporary help (on back of garbage truck)

b

10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
2900	ASSETS NOT CAPITALIZED	0.00	0.00	0.00	0.00	6,900.00	6,900.00
3100	TRAVEL	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	0.00	0.00	0.00	1,500.00	1,500.00
3200	COMMUNICATIONS	355.65	612.02	2,697.98	3,510.00	4,000.00	490.00
3300	UTILITIES	506.37	772.43	0.00	772.43	13,500.00	12,727.57
3350	Water Utilities	34.47	57.94	0.00	57.94	650.00	592.06
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	2,500.00	2,500.00
3600	DATA PROCESSING SERVICES	41.86	41.86	358.14	400.00	400.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	500.00	500.00	500.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	500.00	500.00	500.00	0.00
3950	DUES AND SUBSCRIPTIONS	235.00	235.00	0.00	235.00	370.00	135.00
3960	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
3981	Special Events	265.00	3,130.00	3,635.00	6,765.00	14,000.00	7,235.00
4101	Library Services	0.00	13,500.00	0.00	13,500.00	54,000.00	40,500.00
4102	Recreation Services	0.00	12,750.00	0.00	12,750.00	25,500.00	12,750.00
4103	Culture/Historical Services	0.00	0.00	0.00	0.00	10,500.00	10,500.00
4300	EQUIPMENT RENTAL	2,918.67	6,458.29	16,457.93	22,916.22	23,000.00	83.78
4400	SERVICE & MAINTENANCE CONTRACTS	140.00	1,180.00	1,400.00	2,580.00	3,000.00	420.00
4500	INSURANCE AND BONDING	0.00	919.15	0.00	919.15	2,000.00	1,080.85
4990	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	5,000.00	5,000.00
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	116,000.00	116,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:		16,407.35	65,938.36	26,617.05	92,555.41	499,970.00	407,414.59
6300	GOLF COURSE MAINTENANCE						
1000	SALARIES AND WAGES	24,996.41	46,990.38	0.00	49,990.38	400,000.00	351,009.62
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	3,500.00	3,500.00
1009	FICA EXPENSE	1,784.85	3,572.92	0.00	3,572.92	31,000.00	27,427.08
1010	RETIREMENT EXPENSE	2,746.76	5,416.21	0.00	5,416.21	41,000.00	35,583.79
1011	HEALTH INSURANCE EXPENSE	5,790.17	11,580.34	0.00	11,580.34	82,000.00	70,419.66
1012	FLEX ADMINISTRATION FEES	0.00	0.00	0.00	0.00	500.00	500.00
1013	RETIREE HEALTH INSURANCE EXPENSE	220.32	440.64	0.00	440.64	10,800.00	10,359.36
1014	WORKER'S COMPENSATION	0.00	4,519.61	0.00	4,519.61	5,500.00	980.39
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	6,000.00	6,000.00
1017	401K EXPENSE	1,077.46	2,144.27	0.00	2,144.27	13,750.00	11,605.73
1018	457b EXPENSE	0.00	0.00	0.00	0.00	2,300.00	2,300.00
2100	DEPARTMENT SUPPLIES	140.60	140.60	0.00	140.60	8,500.00	8,359.40
2140	SEED and SOD	0.00	0.00	0.00	0.00	4,000.00	4,000.00
2141	CHEMICALS	806.00	2,960.00	4,724.00	7,684.00	45,000.00	37,316.00
2142	FERTILIZER AND LIME	378.00	858.00	1,128.50	1,986.50	30,000.00	28,013.50
2143	IRRIGATION SUPPLIES	551.86	1,636.54	0.00	1,636.54	7,000.00	5,363.46
2144	MULCH & PINE NEEDLES	0.00	0.00	0.00	0.00	3,000.00	3,000.00
2145	TOPSOIL (Sand)	603.83	1,835.92	0.00	1,835.92	10,000.00	8,164.08
2155	TEE AND GREEN SUPPLIES	0.00	0.00	0.00	0.00	3,000.00	3,000.00
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	200.00	200.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	750.00	750.00	5,000.00	4,250.00
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
2520	FUELS - GAS & OIL	2,237.46	3,720.14	18,279.86	22,000.00	22,000.00	0.00
2550	EQUIPMENT SUPPLIES	4,148.16	5,927.73	631.28	6,559.01	20,000.00	13,440.99
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
2900	ASSETS NOT CAPITALIZED	0.00	0.00	2,200.00	2,200.00	7,200.00	5,000.00

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3100	TRAVEL	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	0.00	0.00	0.00	1,500.00	1,500.00
3200	COMMUNICATIONS	569.56	996.94	5,003.06	6,000.00	5,500.00	-500.00
3300	UTILITIES	976.11	1,006.01	1,776.46	2,782.47	19,000.00	16,217.53
3350	Water Utilities	68.93	92.40	0.00	92.40	350.00	257.60
3500	REPAIRS AND MAINTENANCE	1,350.00	1,350.00	0.00	1,350.00	10,100.00	9,750.00
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	300.00	300.00
3800	DATA PROCESSING SERVICES	113.37	113.37	586.63	700.00	700.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	143.57	443.26	1,856.74	2,300.00	3,000.00	700.00
3950	DUES AND SUBSCRIPTIONS	0.00	1,695.00	0.00	1,695.00	4,000.00	2,305.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4300	EQUIPMENT RENTAL	10,669.27	13,520.17	44,965.93	58,486.10	62,000.00	3,513.90
4400	SERVICE & MAINTENANCE CONTRACTS	40.00	80.00	400.00	480.00	4,000.00	3,520.00
4500	INSURANCE AND BONDING	0.00	5,514.93	0.00	5,514.93	12,000.00	6,485.07
4950	LAB TESTING	0.00	0.00	0.00	0.00	600.00	600.00
4990	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	7,000.00	7,000.00
5500	CAPITAL OUTLAY EQUIPMENT	33,378.25	33,378.25	81,063.60	114,441.85	114,500.00	58.15
5700	CAPITAL OUTLAY - LAND IMPR -	0.00	0.00	0.00	0.00	25,000.00	25,000.00
5500	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	120,000.00	120,000.00
6820	First Bank Credit Card Encumbrance	0.00	0.00	2,000.00	2,000.00	2,000.00	0.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	5,000.00	5,000.00
Account Total:		92,790.94	151,933.63	166,866.06	318,799.69	1,161,800.00	843,000.31
6301	GOLF SHOP EXPENDITURES						
1000	SALARIES AND WAGES	22,910.55	45,903.26	0.00	45,903.26	293,000.00	247,096.74
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	3,300.00	3,300.00
1009	FICA EXPENSE	1,757.74	3,521.80	0.00	3,521.80	23,000.00	19,478.20
1010	RETIREMENT EXPENSE	1,594.50	3,222.68	0.00	3,222.68	22,000.00	18,777.32
1011	HEALTH INSURANCE EXPENSE	3,858.23	7,716.46	0.00	7,716.46	46,500.00	38,783.54
1012	FLEX ADMINISTRATION FEES	0.00	0.00	0.00	0.00	100.00	100.00
1013	RETIREE HEALTH INSURANCE EXPENSE	2,701.20	2,701.20	0.00	2,701.20	10,800.00	8,098.80
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	1,248.00	0.00	1,248.00	6,250.00	7,002.00
2100	DEPARTMENT SUPPLIES	210.38	500.28	1,488.98	1,989.26	9,500.00	7,510.74
2101	Grill Supplies	317.41	419.75	4,591.25	5,000.00	8,500.00	3,500.00
2156	RANGE SUPPLIES	0.00	0.00	2,650.00	2,650.00	6,000.00	3,350.00
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	350.00	350.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	1,000.00	1,000.00
2600	OFFICE SUPPLIES	103.59	103.59	0.00	103.59	1,000.00	896.41
2700	GOLF INVENTORY FOR RESALE	2,364.26	7,103.27	6,098.57	13,201.84	49,000.00	35,798.16
2705	Golf Special Orders - Purchases	215.52	2,943.77	675.00	3,618.77	7,500.00	3,881.23
2710	CONCESSION INVENTORY RESALE	4,644.10	5,953.33	26,046.67	32,000.00	32,000.00	0.00
2715	Food purchased not in inventory	1,080.44	1,638.11	12,406.18	14,044.29	16,000.00	1,955.71
2900	ASSETS NOT CAPITALIZED	0.00	0.00	0.00	0.00	2,500.00	2,500.00
3100	TRAVEL	0.00	0.00	0.00	0.00	500.00	500.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3200	COMMUNICATIONS	808.61	1,440.90	6,959.10	8,400.00	11,000.00	2,600.00
3300	UTILITIES	1,113.60	1,113.60	2,150.79	3,264.39	17,000.00	13,735.61
3350	Water Utilities	0.00	23.46	0.00	23.46	300.00	276.54

deep time machine to aerate greens

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3400	PRINTING	0.00	0.00	0.00	0.00	250.00	250.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	2,100.00	2,100.00	3,000.00	900.00
3700	MARKETING / ADVERTISING	155.40	215.80	684.20	900.00	10,000.00	9,100.00
3800	DATA PROCESSING SERVICES	1,402.05	1,551.73	6,848.27	8,400.00	8,400.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	109.00	109.00	1,891.00	2,000.00	2,000.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	152.57	443.26	1,356.74	1,800.00	2,500.00	700.00
3950	DUES AND SUBSCRIPTIONS	0.00	0.00	0.00	0.00	800.00	800.00
3955	Permit Fees	0.00	0.00	0.00	0.00	200.00	200.00
3960	BANK AND MERCHANT FEES	1,823.05	4,081.28	17,418.72	21,500.00	22,500.00	1,000.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	250.00	250.00
4300	EQUIPMENT RENTAL	146.81	293.62	1,752.09	2,045.71	2,500.00	454.29
4310	GOLF CART RENTALS	5,327.28	15,981.84	47,945.52	63,927.36	65,800.00	1,872.64
4311	SALES AND USE TAX PAID	1,606.66	3,669.60	0.00	3,669.60	18,000.00	14,330.40
4400	SERVICE & MAINTENANCE CONTRACTS	607.68	3,379.04	9,613.12	12,992.16	16,000.00	3,007.84
4500	INSURANCE AND BONDING	0.00	6,893.66	0.00	6,893.66	15,000.00	8,106.34
4990	OTHER CONTRACTED SERVICES	154.97	154.97	0.00	154.97	5,000.00	4,845.03
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	25,000.00	25,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Account Total:		55,794.94	123,641.06	152,666.20	276,307.26	769,900.00	493,592.74
8000 Debt Service							
7100	DEBT PRINCIPAL PAYMENTS	23,730.14	23,730.14	0.00	23,730.14	223,500.00	199,769.86
7200	DEBT INTEREST PAYMENTS	3,273.75	3,273.75	0.00	3,273.75	24,000.00	20,726.25
Account Total:		27,003.89	27,003.89	0.00	27,003.89	247,500.00	220,496.11
9600 OTHER FINANCING USES							
9600	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	101,000.00	101,000.00
Account Total:		0.00	0.00	0.00	0.00	101,000.00	101,000.00
Account Group Total:		323,462.07	810,865.86	1,108,272.14	1,919,138.00	6,609,316.00	4,690,178.00
Fund Total:		323,462.07	810,865.86	1,108,272.14	1,919,138.00	6,609,316.00	4,690,178.00

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1: General Capital Reserve Fund

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3831 INVESTMENT EARNINGS	0.00	0.01	10.00	9.99	0 %
3981 TRANSFER FROM GENERAL FUND	0.00	0.00	101,000.00	101,000.00	0 %
Account Group Total:	0.00	0.01	101,010.00	101,009.99	0 %
Fund Total:	0.00	0.01	101,010.00	101,009.99	0 %

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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	0.00	0.00	0.00	76,600.00	76,600.00
	9600 RESERVE FOR FUTURE EXPENDITURES	0.00	0.00	0.00	0.00	24,410.00	24,410.00
	Account Total:	0.00	0.00	0.00	0.00	101,010.00	101,010.00
	Account Group Total:	0.00	0.00	0.00	0.00	101,010.00	101,010.00
	Fund Total:	0.00	0.00	0.00	0.00	101,010.00	101,010.00

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30 WATER AND SEWER

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3345 INSPECTION AND PERMIT FEES	96.88	96.88	3,200.00	3,103.12	3 %
3710 UTILITY CHARGE - WATER	78,329.30	140,672.42	925,000.00	784,327.58	15 %
3720 UTILITY CHARGE - SEWER	110,761.95	199,499.69	2,415,000.00	2,215,500.31	8 %
3741 Meter Fee	0.00	0.00	500.00	500.00	0 %
3743 System Admin / Installation fee	0.00	0.00	100.00	100.00	0 %
3745 Connection Fees - Water and Sewer	700.00	1,450.00	10,000.00	6,550.00	15 %
3750 NONPAYMENT / RECONNECTION FEES	4,050.00	5,850.00	12,000.00	6,150.00	49 %
3755 Return Check Fees	50.00	100.00	350.00	250.00	29 %
3760 LATE FEES	1,870.00	4,040.00	16,000.00	13,960.00	22 %
3765 CREDIT CARD ADMINISTRATION FEES	26.05	51.16	200.00	146.84	26 %
3831 INVESTMENT EARNINGS	76.84	196.42	5,000.00	4,801.58	4 %
3839 MISCELLANEOUS REVENUES	0.00	0.00	100.00	100.00	0 %
3987 TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND	0.00	0.00	123,000.00	123,000.00	0 %
3992 NET POSITION APPROPRIATED	0.00	0.00	1,979,755.00	1,979,755.00	0 %
Account Group Total:	195,963.02	351,958.57	5,492,205.00	5,140,246.43	6 %
Fund Total:	195,963.02	351,958.57	5,492,205.00	5,140,246.43	6 %

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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	48,278.88	97,083.44	0.00	97,083.44	708,000.00	610,916.56
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	14,500.00	14,500.00
1009	FICA EXPENSE	3,684.17	7,406.02	0.00	7,406.02	55,500.00	48,093.98
1010	RETIREMENT EXPENSE	5,503.76	11,067.47	0.00	11,067.47	80,000.00	68,932.53
1011	HEALTH INSURANCE EXPENSE	10,615.33	21,230.66	0.00	21,230.66	140,100.00	118,869.34
1012	FLEX ADMINISTRATION FEES	19.00	38.00	341.00	379.00	600.00	221.00
1013	RETIREE HEALTH INSURANCE EXPENSE	773.18	1,546.36	0.00	1,546.36	10,800.00	9,253.64
1014	WORKER'S COMPENSATION	1,517.00	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	2,151.64	4,322.07	0.00	4,322.07	31,500.00	27,177.93
1019	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	11,450.00	11,450.00
2100	DEPARTMENT SUPPLIES	1,496.67	2,405.95	2,533.43	4,939.28	30,000.00	25,060.72
2105	WATER METERS	0.00	0.00	0.00	0.00	30,000.00	30,000.00
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	1,000.00	1,000.00
2400	CONSTRUCTION & REPAIR SUPPLIES	1,987.16	4,537.74	1,400.00	5,937.74	15,000.00	9,062.26
2500	VEHICLE SUPPLIES	236.17	586.17	0.00	586.17	7,500.00	6,913.83
2520	FUELS - GAS & OIL	2,155.84	4,225.33	17,774.67	22,000.00	22,000.00	0.00
2550	EQUIPMENT SUPPLIES	339.57	339.57	0.00	339.57	5,000.00	4,660.43
2600	OFFICE SUPPLIES	115.46	229.37	0.00	229.37	2,000.00	1,770.63
2750	PURCHASE OF WATER	21,859.03	21,859.03	243,140.97	265,000.00	365,000.00	100,000.00
2755	Water Transmission Fees	1,692.30	1,692.30	0.00	1,692.30	26,000.00	24,307.70
2900	ASSETS NOT CAPITALIZED	0.00	2,500.00	1,139.00	3,639.00	25,000.00	21,361.00
3100	TRAVEL	0.00	0.00	0.00	0.00	4,500.00	4,500.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	200.00	0.00	200.00	7,500.00	7,300.00
3200	COMMUNICATIONS	2,633.79	3,299.43	21,625.57	24,925.00	33,500.00	8,575.00
3300	UTILITIES	711.19	979.54	2,000.00	2,979.54	15,000.00	12,020.46
3350	Water Utilities	0.00	0.00	0.00	0.00	500.00	500.00
3400	PRINTING	362.65	362.65	4,137.35	4,500.00	7,000.00	2,500.00
3500	REPAIRS AND MAINTENANCE	3,492.00	3,960.06	0.00	3,960.06	30,000.00	26,039.94
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3800	DATA PROCESSING SERVICES	2,760.91	2,833.43	17,916.57	20,750.00	20,750.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	217.00	217.00	1,783.00	2,000.00	2,000.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	4,000.00	4,000.00
3950	DUES AND SUBSCRIPTIONS	0.00	0.00	1,792.50	1,792.50	6,000.00	4,207.50
3955	Permit Fees	0.00	0.00	0.00	0.00	5,000.00	5,000.00
3960	BANK AND MERCHANT FEES	1,267.96	2,339.48	9,864.95	12,204.43	14,500.00	2,295.57
3980	MISCELLANEOUS EXPENSE	0.00	16.40	0.00	16.40	1,500.00	1,483.60
4300	EQUIPMENT RENTAL	203.39	521.90	1,330.30	1,852.20	14,000.00	12,147.80
4400	SERVICE & MAINTENANCE CONTRACTS	596.97	596.97	2,443.65	3,040.62	50,000.00	46,959.38
4401	NC811 Fees	133.50	133.50	2,366.50	2,500.00	2,500.00	0.00
4500	INSURANCE AND BONDING	-30.52	22,948.35	0.00	22,948.35	50,000.00	27,051.65
4950	LAB TESTING	499.00	639.00	8,361.00	9,000.00	9,000.00	0.00
4960	SEWER TREATMENT	47,296.42	47,296.42	0.00	47,296.42	840,000.00	792,703.58
4990	OTHER CONTRACTED SERVICES	2,557.10	4,457.10	76,594.21	81,051.31	150,000.00	68,948.69
4995	ENGINEERING FEES NOT CAPITALIZED	0.00	0.00	8,300.00	8,300.00	10,000.00	1,700.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	1,290.00	44,095.00	44,546.90	88,641.90	90,500.00	1,858.10
5500	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	122,005.66	122,005.66	122,025.00	19.34
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	0.00	0.00	50,000.00	50,000.00
5900	CAPITAL OUTLAY - WATER IMPROVEMENTS	0.00	0.00	0.00	0.00	1,050,000.00	1,050,000.00

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30 WATER AND SEWER

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5910 CAPITAL OUTLAY - SEWER IMPROVEMENTS	0.00	0.00	0.00	0.00	597,975.00	597,975.00
6600 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	61,118.73	0.00	61,118.73	123,000.00	61,881.27
6810 Payments for Odor Control Project	0.00	0.00	0.00	0.00	22,000.00	22,000.00
6820 First Bank Credit Card Encumbrance	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
7100 DEBT PRINCIPAL PAYMENTS	12,500.83	12,500.83	0.00	12,500.83	50,005.00	37,504.17
7200 DEBT INTEREST PAYMENTS	1,966.38	1,966.38	0.00	1,966.38	7,500.00	5,533.62
9600 TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	456,500.00	456,500.00
9700 CONTINGENCY	0.00	0.00	0.00	0.00	3,500.00	3,500.00
Account Total:	180,883.73	446,496.01	592,397.23	1,038,893.24	5,492,205.00	4,453,311.76
Account Group Total:	180,883.73	446,496.01	592,397.23	1,038,893.24	5,492,205.00	4,453,311.76
Fund Total:	180,883.73	446,496.01	592,397.23	1,038,893.24	5,492,205.00	4,453,311.76

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60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3831 INVESTMENT EARNINGS	4.76	9.58	100.00	90.42	10 %
3966 TRANSFER FROM ENTERPRISE FUNDS	0.00	0.00	36,500.00	36,500.00	0 %
3992 NET POSITION APPROPRIATED	0.00	0.00	86,400.00	86,400.00	0 %
Account Group Total:	4.76	9.58	123,000.00	122,990.42	0 %
Fund Total:	4.76	9.58	123,000.00	122,990.42	0 %

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60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

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

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61 WATER AND SEWER CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3831 INVESTMENT EARNINGS	0.57	1.17	10.00	8.83	12 %
3986 TRANSFER FROM ENTERPRISE FUNDS	0.00	0.00	420,000.00	420,000.00	0 %
Account Group Total:	0.57	1.17	420,010.00	420,008.83	0 %
Fund Total:	0.57	1.17	420,010.00	420,008.83	0 %
Grand Total:	486,627.12	765,049.74	12,745,541.00	11,980,491.26	6 %

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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	420,010.00	420,010.00
	Account Total:	0.00	0.00	0.00	0.00	420,010.00	420,010.00
	Account Group Total:	0.00	0.00	0.00	0.00	420,010.00	420,010.00
	Fund Total:	0.00	0.00	0.00	0.00	420,010.00	420,010.00
	Grand Total:	504,345.80	1,257,361.87	1,700,669.37	2,958,031.24	12,745,541.00	9,787,509.76

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Golf report for August 2021

AGENDA ITEM #: II-F

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

Attached is the report of golf operations for August 2021.

Total revenues for the month of August 2021 were \$113,165 and operating expenditures were \$115,208. Thus there was a net operating loss of \$2,043 for the month. In August 2020, there was an operating gain of \$16,889. The difference is mainly due to approximately 9% more revenues in August 2020 than in August 2021.

For the month of August 2021 there were 3,155 rounds played, as opposed to 3,769 rounds played in August 2020.

In August 2021, there was also capital outlay of \$33,378, while there were none in August 2020. This was to purchase a deep tine machine to aerate the greens.

ATTACHMENTS: Golf Report for August 2021

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Summary
FYE 6/30/22

	August 2021	August 2020	Variance	% Variance	YTD FYE 6/30/22	YTD FYE 6/30/21	Variance	% Variance
<i>Golf Course Operating Revenues</i>	113,165	124,421	(11,256)	-9.05%	213,988	226,163	(12,175)	-5.38%
<i>Golf Course Maintenance Expenditures (before capital outlay)</i>	59,413	56,144	3,269	5.82%	118,556	120,959	(2,403)	-1.99%
<i>Golf Course Golf Shop Expenditures (before capital outlay)</i>	55,795	51,388	4,407	8.58%	123,641	106,812	16,829	15.76%
<i>Net exp < or > rev before Capital Outlay</i>	(2,043)	16,889	(18,932)		(28,209)	(1,608)	(26,601)	
<i>Capital Outlay</i>	33,378	-	33,378	100.00%	33,378	-	(33,378)	100.00%
<i>Net expenditures < or > revenues</i>	<u>(35,421)</u>	<u>16,889</u>	<u>(52,310)</u>	309.73%	<u>(61,587)</u>	<u>(1,608)</u>	<u>(59,979)</u>	-3730.04%
<i>Golf Rounds Played (not including complimentary play)</i>	3,155	3,769			5,826	6,895		
<i>Bad Weather Days (1)</i>	4	4			10	4		
<i>Days closed for aerification, covered greens, COVID</i>	-	-			-	2		
<i>Golf course employees paid during the month:</i>								
<i>Full-time positions</i>	10	8						
<i>Part-time hours</i>	972	1,164						

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

Jamestown Park Golf Course Revenues
Revenues
FYE 6/30/22

	<u>August 2021</u>	<u>August 2020</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	58,129	64,271	(6,142)	-9.56%	108,627	114,960	(6,333)	-5.51%
Cart Rentals	32,080	36,276	(4,196)	-11.57%	57,489	65,968	(8,479)	-12.85%
Pull Carts	24	60	(36)	-60.00%	77	98	(21)	-21.43%
Driving Range	5,948	6,148	(200)	-3.25%	11,872	11,764	108	0.92%
Sales - Golf Shop Inventory	5,844	7,331	(1,487)	-20.28%	14,805	14,193	612	4.31%
Sales - Golf Shop Concessions	10,940	10,185	755	7.41%	20,563	18,930	1,633	8.63%
Golf Clubhouse Rental Fees	200 (golf clubs)	150 (golf clubs)	50	33.33%	555	250	305	122.00%
Ins Recoveries	<u>-</u>	<u>-</u>			<u>-</u>	<u>-</u>		
	<u>113,165</u>	<u>124,421</u>	(11,256)	-9.05%	<u>213,988</u>	<u>226,163</u>	(12,175)	-5.38%

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

	<u>August 2021</u>	<u>August 2020</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>
<i>Salaries & Employee Benefits</i>	36,616	34,593	2,023	5.85%	76,664	70,167	6,497	9.26%
<i>Supplies & Materials</i>	8,866	12,008	(3,142)	-26.17%	17,080	25,299	(8,219)	-32.49%
<i>Contractual Services</i>	10,709	7,748	2,961	38.22%	19,115	23,023	(3,908)	-16.97%
<i>Other Operating Expenditures (utilities, communications, etc)</i>	<u>3,222</u>	<u>1,795</u>	<u>1,427</u>	79.50%	<u>5,697</u>	<u>2,470</u>	<u>3,227</u>	130.65%
<i>Total Exp before Capital Outlay</i>	<u>59,413</u>	<u>56,144</u>	<u>3,269</u>	5.82%	<u>118,556</u>	<u>120,959</u>	<u>(2,403)</u>	-1.99%
<i>Capital Outlay</i>	<u>33,378</u>	<u>-</u>	<u>33,378</u>		<u>33,378</u>	<u>-</u>	<u>33,378</u>	
	<u>92,791</u>	<u>56,144</u>	<u>36,647</u>	65.27%	<u>151,934</u>	<u>120,959</u>	<u>30,975</u>	25.61%

Variations:

Purchase of Wiedenmann machine to aerate greens

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

	<u>August 2021</u>	<u>August 2020</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>
<i>Salaries & Employee Benefits</i>	33,452	28,125	5,327	18.94%	65,628	53,765	11,863	22.06%
<i>Supplies & Materials</i>	8,936	11,413	(2,477)	-21.70%	18,661	15,071	3,590	23.82%
<i>Contractual Services</i>	7,843	6,302	1,541	24.45%	30,373	27,443	2,930	10.68%
<i>Other Operating Expenditures (utilities, communications, etc)</i>	<u>5,564</u>	<u>5,548</u>	<u>16</u>	0.29%	<u>8,979</u>	<u>10,533</u>	<u>(1,554)</u>	-14.75%
<i>Total Exp before Capital Outlay</i>	<u>55,795</u>	<u>51,388</u>	<u>4,407</u>	8.58%	<u>123,641</u>	<u>106,812</u>	<u>16,829</u>	15.76%
<i>Capital Outlay</i>	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>	<u>-</u>	
	<u>55,795</u>	<u>51,388</u>	<u>4,407</u>	8.58%	<u>123,641</u>	<u>106,812</u>	<u>16,829</u>	15.76%

Variances:

Salaries & benefits more due to moving PT employee to full-time

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

	<u>August 2021</u>	YTD <u>FYE 6/30/22</u>	<u>August 2020</u>	YTD <u>FYE 6/30/21</u>
Golf Shop Grill Revenues	10,940	20,563	10,185	18,930
Golf Shop Rental Revenue	-	-	-	-
	<u>10,940</u>	<u>20,563</u>	<u>10,185</u>	<u>18,930</u>
 Expenditures:				
Wages	4,102	8,134	3,062	6,222
FICA	312	618	234	476
Benefits	1,470	2,930	1,355	2,713
Grill supplies	317	419	237	353
Food & beverage purchases	5,724	7,591	4,917	6,061
	<u>11,925</u>	<u>19,692</u>	<u>9,805</u>	<u>15,825</u>
	<u>(985)</u>	<u>871</u>	<u>380</u>	<u>3,105</u>

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Notification of Advances Outstanding at 8/31/21 for sidewalk projects AGENDA ITEM #: II-G

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

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 that 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 been requested but not yet received are as follows:

East Main Street (Lydia) sidewalk project - \$491,775

East Fork Road sidewalk & pedestrian bridge project - \$1,063

Note: We have received reimbursements on all but 1 of our requests from NCDOT. There are other amounts that have been paid but reimbursement not yet requested due to other factors that we are waiting on.

ATTACHMENTS:

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Resolution honoring Eddie Oakley and his service as a PB Member **AGENDA ITEM #:** IV

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

Eddie Oakley was initially appointed to serve on the Planning Board as an Alternate in January 2008. He was appointed to serve the unexpired term of Peggy Corey in October 2009. Oakley has since served two full terms on the Planning Board. The Town of Jamestown is very appreciative of Eddie Oakley's dedicated service to his community. The Town wishes him well on all his future endeavors.

ATTACHMENTS: Resolution honoring Eddie Oakley for his service as a Planning Board Member

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

RESOLUTION HONORING EDDIE OAKLEY

WHEREAS, Eddie Oakley has given of his time and talents serving on the Town of Jamestown's Planning Board as an Alternate and full-time Member from January 2008 to August 2021; and

WHEREAS, he has contributed to constructive change throughout the Town of Jamestown through his involvement on the Planning Board; and

WHEREAS, Eddie has supported well-planned, quality growth that has protected our small town community character and preserved the Town's historic and cultural resources responsibly; and

WHEREAS, he never hesitated to express his opinion or vocalize what he believed was in the best interest of the Town of Jamestown; and

WHEREAS, he volunteered to serve as a Comprehensive Plan Steering Committee Member; and

WHEREAS, the updated Comprehensive Plan will be used by the Planning Board to help guide difficult decisions for the next decade; and

WHEREAS, his service in both his public and private life has been given willingly and cheerfully, and he has contributed immeasurably to the success of community endeavors and to the betterment of the quality of life for many of his fellow citizens;

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, and the Town Council do hereby express our deep appreciation to Eddie Oakley for his distinguished years of service and do extend our best wishes in the next chapter of his life.

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

Adopted this the 21st day of September, 2021.

Mayor S. Lynn Montgomery



Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation for Constitution Week in the Town of Jamestown 2021

AGENDA ITEM #: V

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

September 17, 2021 marks the two hundred and thirty-fourth anniversary of the framing of the Constitution. Constitution Week is September 17th through September 23rd.

ATTACHMENTS: Proclamation Constitution Week 2021

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 CONSTITUTION WEEK
September 2021

WHEREAS, the Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS, September 17, 2021, marks the two hundred and thirty-fourth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, North Carolina had 3 signers of our Constitution, Mr. Richard Dobbs Spaight, our 1st native born governor; Mr. William Blount, also a North Carolina governor and senator; and Mr. Hugh Williamson, a North Carolina Representative in the first United States Congress; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document, its memorable anniversary, and the patriotic celebrations which will commemorate it; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17th through September 23rd as Constitution Week.

NOW, THEREFORE, I, Lynn Montgomery, by the virtue of the authority vested in me as Mayor of the Town of Jamestown, North Carolina, do hereby proclaim the week of September 17th through September 23rd as

CONSTITUTION WEEK

AND ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Jamestown to be affixed this the 21st day of September, 2021.

Mayor S. Lynn Montgomery



Mayor
Lynn Montgomery

Town Manager
Kenneth C. Cole

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation Fall Litter Sweep 2021

AGENDA ITEM #: VI

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

The North Carolina Department of Transportation (NCDOT) encourages local governments to sponsor and organize roadside cleanups every Spring and Fall.

Elizabeth Greeson will provide an overview of the Fall Litter Sweep held on September 18th.

ATTACHMENTS: Fall Litter Sweep 2021 Proclamation

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
FALL LITTER SWEEP 2021

WHEREAS, the North Carolina Department of Transportation organizes an annual fall statewide roadside cleanup to ensure clean and beautiful roads across our state; and

WHEREAS, the **FALL 2021 LITTER SWEEP** roadside cleanup will take place September 11th–September 25th, 2021 and encourages local governments and communities, civic and professional groups, businesses, churches, schools, families and individual citizens to participate sponsoring and organizing local roadside cleanups; and

WHEREAS, Adopt-A-Highway volunteers, Department of Transportation employees, Department of Public Safety-Division of Adult Correction inmates, community service workers, local government agencies, community leaders, civic and community organizations, businesses, churches, schools, and environmentally concerned citizens conduct annual local cleanups during **FALL LITTER SWEEP** and may receive certificates of appreciation for their participation; and

WHEREAS, the great natural beauty of our state and a clean environment are sources of great pride for all North Carolinians, attracting tourists, and aiding in recruiting new industries; and

WHEREAS, the cleanup will increase awareness of the need for cleaner roadsides, emphasize the importance of not littering, and encourage recycling of solid wastes; and

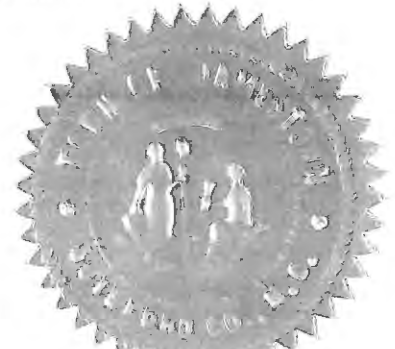
WHEREAS, the **FALL 2021 LITTER SWEEP** cleanup will be the 37th biannual celebration of the North Carolina Adopt-A-Highway program and its 4,400 volunteer groups that donate their labor and time year round to keep our roadsides clean; and

WHEREAS, the **FALL LITTER SWEEP** cleanup will be a part of educating the children of this great state regarding the importance of a clean environment to the quality of life in North Carolina;

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, do hereby proclaim September 18th, 2021 as Fall "**LITTER SWEEP**" day in the Town of Jamestown and encourage all citizens to take an active role in making Jamestown a cleaner community.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown on this the 21st day of September, 2021.

Mayor S. Lynn Montgomery



Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Review of Mission, vision, and values statement for the Town

AGENDA ITEM #: VII-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

CONTACT PERSON: David Treme, Interim Town Manager

SUMMARY:

Mayor Montgomery and the Town Council met with Warren Miller of Fountain Works at a special meeting in July to clarify the Town's current mission, vision, and core values. The results of the meeting are contained in the minutes from the meeting. The Town Manager will review the results of the workshop in order to update the current mission, vision, and core values.

ATTACHMENTS: Minutes from the Special Meeting of the Town Council held on July 15, 2021

RECOMMENDATION/ACTION NEEDED: Select and approve the updated mission, vision, and core values for the Town

BUDGETARY IMPACT: None

SUGGESTED MOTION: Motion to approve the updated mission, vision, and core values for the Town of Jamestown

FOLLOW UP ACTION NEEDED: If there is no agreement, Council may need additional time to further evaluate the various options

**Special Meeting of the Town Council
July 15, 2021
9:00 am in the Civic Center
Minutes & General Account**

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

Staff Present: Dave Treme, Matthew Johnson, Katie Weiner, Anna Hawryluk, & Paul Blanchard

Visitors Present: Warren Miller, Sam Cathcart, & 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- Mayor Montgomery led everyone in the Pledge of Allegiance.
- Moment of Silence- Mayor Montgomery called for a moment of silence.

Clarification of the Mission, Vision, and Values of the Town of Jamestown- Treme thanked Council for attending the special meeting to focus on the Town's mission, vision, and values. He introduced Warren Miller and Sam Cathcart with Fountain Works. He noted that Miller and Cathcart would help guide Council through a gameplanning process which would allow them to clarify the Town's mission. He highlighted the importance of understanding the mission, vision, and values and how they related to the Town's strategic plan.

Miller gave an overview of the agenda for the day. He noted that a vision statement should describe the ideal future that the Town was striving towards. He said that Council should consider what the Town/citizens were passionate about and what the Town could be best at when crafting a vision statement. He added that they also needed to consider what was financially sustainable.

Miller led Council in a visioning activity. He instructed them to take a large piece of paper and fold it into eight sections. He told them to write a newspaper headline in each box that described Jamestown in 2030.

The themes of the Council's newspaper headlines included the following: friendliness of the Town, revitalization of the Oakdale Cotton Mill, the Town's attractiveness to younger generations, Jamestown as the #1 place to live, and Jamestown as a quaint place to take a historic stroll.

Miller asked the Council Members to create a visual story about Jamestown in 2030. He requested that they use pictures from various magazines to illustrate their stories.

Miller asked Council to share the stories that they had created and illustrated. He and Cathcart identified the following themes:

- Quality of Life- activities offered throughout Town (Music in the Park, Yoga in the Park, and golf at the Jamestown Park & Golf Course), connectivity, and lifelong opportunities (ability to prosper, generational)
- History- Oakdale Cotton Mill, landmarks, historical artifacts at Mendenhall Homeplace (false bottom wagon), destination, continued use of historical structures (Jamestown Public Library), and the story of Lydia.
- Freedom of Movement- freedom to experience everything the Town has to offer
- Livability- services for elderly, safe community, walkability, and amenities
- Destination- Jamestown as a “well-kept secret,” daytime destination
- Choices- housing options, diversity
- Businesses/Restaurants- variety of options, local businesses instead of large chains, and successful businesses (small, independent)
- Community- investing in what the community has, friendly (everyone knows your name), welcoming

Miller separated the Council Members into two groups. He put Council Member Wolfe and Council Member Capes in the first group. Mayor Montgomery, Council Member Rayborn, and Council Member Straughn were in the second group. Miller asked the groups to create draft vision statements for the Town. The draft vision statements were as follows:

- Vision Statement #1 (Council Member Wolfe and Council Member Capes)- We envision Jamestown to be a place for people to feel welcome, a destination for a variety of lifestyles, a friendly town with abundant recreational opportunities, a town that embraces its history and sense of community.
- Vision Statement #2 (Mayor Montgomery, Council Member Rayborn, and Council Member Straughn) - Jamestown will be a thriving community with strong roots in our history. One dedicated to a high quality of life for residents of all ages, including: recreation, education, and supporting businesses. A community of clean, beautiful, and safe surroundings and welcoming neighborhoods where everyone can feel at home.

Council Members discussed how the Town could build a mission to support their eventual vision. Miller led Council in a discussion about the Town’s mission statement. The draft mission statement that was created is as follows:

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

Miller led Council in an exercise in which they discussed the core values of the Town of Jamestown. Council Members then used dots to rank the values they felt were most vital to the Town. The values that were selected are as follows:

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

- Accountability- We hold ourselves accountable and remember that we are always accountable to the citizens of Jamestown. We take ownership of the actions and decisions made by the Town and the results of those decisions.
- Servant Leadership- We believe that we are leaders who have been placed here to serve our citizens and engage them while also putting their needs first.
- Ability to work together- We will find a way to work together. Diverse backgrounds and experiences will not preclude us from finding a way to hear all voices and incorporating them in our work.

- **Secondary Values:**

- Listening- We actively listen to the needs and desires of our town and reflect on what we've heard before responding.
- Open-Mindedness- We keep our minds open so that we are able to respond effectively to the changing needs of Jamestown.
- Making a Positive Impact- We strive to set goals that will have a positive impact on the lives of the people of Jamestown and allow our values to guide us in meeting or exceeding those goals.
- Respect- We will always remain respectful in our interactions with one another, Town staff, and especially the citizens of Jamestown.

Council and staff discussed the importance of having fun while doing their work and maintaining good communication. Council Members also highlighted their appreciation of staff and all the hard work they do.

Warren thanked Council for being actively involved in all the exercises. He added that he would work with Treme to consolidate the ideas that were discussed regarding the mission, vision, and values of the Town.

Treme thanked Council and Warren for the effort that they had put into the workshop that day. He stated that staff would bring the information back to Council for further discussion at a later date.

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

The meeting ended at 12:26 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Appointment of Planning Board Member & Alternate

AGENDA ITEM #: VIII-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Town Clerk

SUMMARY:

There is currently a vacancy on the Planning Board. Jane Walker Payne, Kerry Miller, Pam Burgess, Jeff Craig, and Al Stewart have applied for consideration for appointment to the Board. Planning Board Members serve five-year terms.

Jane Walker Payne and Kerry Miller are currently Planning Board Alternates. They have both confirmed that they would like to be considered to serve as a full-time Member on the Board.

Staff recommends that Council appoint someone to serve as a Planning Board Member and a Planning Board Alternate if necessary.

ATTACHMENTS: Applications for Jane Walker Payne, Kerry Miller, Pam Burgess, Jeff Craig, and Al Stewart

RECOMMENDATION/ACTION NEEDED: Staff recommends that Council appoint a PB Member and a PB Alternate

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Council Member makes a motion to appoint _____ to serve as a Planning Board Member and to appoint _____ to serve as an Alternate Member.

FOLLOW UP ACTION NEEDED: N/A



TOWN OF JAMESTOWN

Settled in 1752

Chartered in 1816

P.O. Box 848

Jamestown, North Carolina 27282

Appointed as an Alt.
on 7/21/20

CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMITTEES

Name

Jane Walker Payne

Gender: Male Female Birthdate: 1-24-50 E-mail Fax 336 232-9205

Home Phone: 454-6552 Daytime Phone: 232-4605 Fax: (w) jpayne@brookspierce.com
(h) jwspayne@northstate.net

Home Address: 105 Burrows Road, Jamestown, NC 27282

How long have you been a resident of Jamestown? 4 1/2 years

Current Occupation/Title: Paralegal

Employer/Business Name: Brooks, Pierce, Mcendon, Dumphrey & Leonard

Business Address and Zip: P.O. Box 26000, Greensboro, NC 27420 LHP

Supervisor Name: Reidh Phillips & John S. Buford

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

Degree/Subject of Study: BA. Political Science, Legal

School/Name Years Attended: UNC-Charlotte. Graduated 1974

BOARD/COMMITTEE APPLYING FOR (list one): Guilford Co. Historic Preservation Commission

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

N/A

What are your qualifications for serving on the Board/Committee for which you are applying?

Worked for last year with Jamestown Historic Preservation Group on historic Preservation for Jamestown see attached Resume

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

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

Yes?

Please submit resume

Continued next page >

Interest/Skills/Areas of Expertise/Professional Organizations

see attached resume

List two personal references below:

Name: John S. Buford Daytime Telephone: 336 271-3156

Address: P.O. Box 26000, G'boro NC 27420 Relationship: Supervisor

Name: Dot Perdue Daytime Telephone: _____

Address: Guilford Rd. Jamestown, NC Relationship: Friend

AFFIRMATION OF ELIGIBILITY

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

Yes _____ No X if yes, explain complete disposition. _____

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

Yes _____ No X, if yes, explain _____

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

Signature of Applicant: Jane Walker Payne Date: 4-18-11

RETURN COMPLETED FORM TO:

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

JANE WALKER PAYNE
105 Burrows Road
Jamestown, NC 27282

Education

Bachelor of Arts, Political Science, 1974
University of North Carolina at Charlotte

Greensboro College - Legal Administration Program, 1975-1976
Courses - Domestic Law, Insurance Law and Legal Research

Guilford Technical Community College, 1977
Course - Criminal Law I

Employment

Brooks, Pierce, McLendon, Humphrey & Leonard, Greensboro, North Carolina
Railroad, Civil Litigation Paralegal, November 1984- Present
Railroad, Construction, Bank Fraud and other types of litigation: Federal and State Court. Maintain daily contact with railroad client and other clients as needed; draft all forms of pleadings, motions and discovery; review, summarize and analyze investigation materials from railroad and other clients; investigate collisions and interview witnesses; coordinate expert witnesses; draft releases and settlement agreements in railroad cases; manage all aspects of trial preparation including drafting motions, briefs and jury instructions; manage large numbers of files and documents; research legal, historical, medical and other types of questions and/or issues; index documents; prepare railroad monthly billing; serve as liaison between City of Greensboro Inspections Department and railroad client.

Gabriel, Berry & Weston, Greensboro, North Carolina
Paralegal, April 1981 - November 1984
Personal injury litigation, real estate, wills and estates and represented clients at Social Security Disability Hearings before an Administrative Law Judge.

Edwards, Greeson, Weeks & Turner, Greensboro, North Carolina
Paralegal, February 1979-April 1981
Personal injury litigation and estates and wills. Sole paralegal for the Defense Team in the State Criminal Nazi/Klan Trial.

Jane Walker Payne
Resume
Page 2

Central Carolina Legal Services, Greensboro, North Carolina
Paralegal, May 1975 - April 1978

Represented clients at Social Security Disability Hearings before an Administrative Law Judge and drafted pleadings, interviewed clients and witnesses.

Hudson, Petree, Stockton, Stockton & Robinson, Winston-Salem, North Carolina
Paralegal, May 1974 - April 1975
Litigation and Collections paralegal

Certifications

North Carolina State Bar Certified Paralegal
2005 - Present

Professional Development

Asbestos Studies Certificate - 4 Day Intensive Course
Institute for Paralegal Training, 1988
Philadelphia, Pennsylvania

Governor's Highway Safety Program/N.C. Operation Lifesaver
Training course on Grade Crossing Investigation, 1991
Certified Grade Crossing Investigator

University of Tennessee - Transportation Institute
3-Day Symposium on Highway/Rail Crossing Safety, 1992

Lexis/Nexis Training -Certificate, 2004
5-hour Course - Training in Cite Checking,
Shepherdizing, Company Profiling, Case Analysis

Greensboro Commission on the Status of Women "Woman of Achievement Award for Government"
March 16, 2006

Professional Associations and Business Organizations

North Carolina Department of Transportation, Rail Advisory Council

Member, 2002- 2009

Appointed by the North Carolina Secretary of Transportation.

Advise the Secretary of Transportation on all aspects of rail, including freight, passenger and economic development.

Transportation Research Board, Washington, D.C.

Member, 1994- present

A unit of the National Research Council - provides members with access to innovation and progress in transportation.

North Carolina Citizens for Business and Industry, Raleigh, North Carolina

Transportation Committee Member, 1995- present

Committee meets and discusses ways to improve all aspects of transportation in the State of North Carolina.

North Carolina Paralegal Association, Inc.

Member, November 1984- present

National Association of Legal Assistants (NALA)

Member, November 1984- present

North Carolina Bar Association - Paralegal Division

Member, 2005-present

Civic and Public Interest Organizations

Jamestown Historic Preservation Group

Member 2010-Present

Worked with Mary Browning, Dot Perdue, Bill Harris, Carol Brooks and Billy Ragsdale on setting up a historic preservation commission for the Town of Jamestown. Met with N.C Historic Preservation staff; drafted ordinance, researched how to set up a commission, researched state and federal laws and requirements; and attended training session given by Durham Historic Preservation Commission to the Guilford County Historic Preservation Commission.

Jane Walker Payne
Resume
Page 4

Greensboro Transit Authority

Board Member, 1998-2005

Secretary, 2001

Vice Chairperson, 2002-2003

Chairperson, September 2003-2005

Appointed to Authority by Greensboro City Council to oversee the Public Transportation System in the City of Greensboro

North Carolina Operation Lifesaver, Raleigh, North Carolina

Council Member and Legislative Committee Member, 1989-present

An organization that promotes Highway/Railroad Grade Crossing safety as well as pedestrian safety throughout the State of North Carolina. Was trained to give and have given presentations to different organizations and groups across the state about highway/rail safety.

Battle Forest Village Homeowners Association, Inc., Greensboro, North Carolina

President and Board Member, October 1997-2007

Treasurer and Board Member, 1983 - 1988

A homeowners' association that deals with the operations and maintenance of 210 town homes and 39 Single-Family homes.

John Kernodle Guilford County School Board Campaign

Campaign Chairperson, 1992

Greensboro PTA Council

Secretary, 1992 - 1993

Legislative Committee Chairman - 1990-1992

Cultural Arts Chairman, 1989-1990

An organization that promoted schools and children in the Greensboro City Schools

Page High School PTA Board, Greensboro, North Carolina

Legislative Chairman, 1992-1993

Mendenhall Middle School PTA Board, Greensboro, North Carolina

Board Member, 1989 - 1992

Forum on Magnet School Education, Greensboro, North Carolina

Member, 1990-1992

Steering Committee Member 1991- 1992

An advisory board appointed by the Greensboro School Board to study magnet schools.

Guilford County Commissioners Schools of Choice Commission

Member, 1991- 1992

An advisory board appointed by the Guilford County Commissioners to study the concept of Schools of Choice for the students of Guilford County

Erwin Open Elementary School PTA, Greensboro, North Carolina

President, 1988 - 1989

Brooks, Pierce, McLendon, Humphrey & Leonard, LLP

United Way Committee

Member, 2004-2006, 2008, 2010

Meet weekly to prepare Firm United Way campaign schedule, materials and goals. Encourage donations and raffle prizes to meet goal. Help coordinate Team Events. In year 2010, the Firm's goal was surpassed greater than any previous year.

Paralegal Committee

Member, 2006 to Present

Meet with other members to schedule quarterly meetings of Firm paralegals to enhance and continue all paralegals' education by having in house speakers as well as speakers from the Community on various topics.

Speaking Engagements

Paralegal Program at Guilford Technical Community College – 2004-2010

Guest Speaker Civil Litigation, Civil Investigation and Legal Research and Writing Classes.



CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMISSIONS

			Date:	9/15/2021	
Last Name:	Miller	First Name:	Kerry	Middle Initial:	A.
Birthdate:	4/25/1947				
Email:	kmiller1970@triad.rr.com		Home Phone:		
Daytime Phone:	336 454-2427	Cell Phone:	336 307-5191		
Home Address:	106 Tandy Ct.				
Live in Jamestown Town Limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
Current Occupation/Title	Retired				
Employer/Business Name					
Business Address (with zip code):					
Supervisor's Name:					
Education: <input type="checkbox"/> High School <input type="checkbox"/> College <input checked="" type="checkbox"/> Graduate School <input type="checkbox"/> Other:					
Degree and Subject of Study:	MS, Ag. Business & Economics				
School Name/Years Attended:	Purdue University				
Applying for Board/Commission (enter one):	Planning Board				
Why are you interested in serving on that Board/Commission?	I thoroughly enjoyed my last term on the Planning Board and am eager to get involved once again. It is my way to give back to the Town of Jamestown and work with an excellent staff. I hope that my age (experience) will be an asset as we are on the edge of a most perilous, but exciting time for our citizens.				
What Board or Commission are you currently serving?	Alternate, Planning Board				
	Term Expiration Date:	Current			
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: **Great experience on Planning Board and served as Chair. Organization and leadership are strong points. Active in Civitans, Jamestown Presbyterian Church, and Life Member of Ragsdale/Jamestown Y.**

List two professional references below:

1.	Name:	Billy Ragsdale	Daytime Phone:	
	Address:			
	Relationship:	Friend		
2.	Name:	Keith Volz	Daytime Phone:	
	Address:			
	Relationship:	Friend		

AFFIRMATION OF ELIGIBILITY

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

If yes, explain.

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

If yes, explain.

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

Signature of Applicant: **Kerry Miller** Date: **9/16/21**
(Please print and sign.)

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.

CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMISSIONS

			Date:	5/24/21	
Last Name:	Burgess	First Name:	Pamela	Middle Initial:	
Birthdate:	September 4, 1961				
Email:	pburgess@northstate.net		Home Phone:	336-454-2121	
Daytime Phone:		Cell Phone:	336-601-8854		
Home Address:	207 Pearce Dr. Jamestown, NC 27282				
Live in Jamestown Town Limits?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
Current Occupation/Title	Office Assistant / Sales				
Employer/Business Name	Needham Commercial Insurance Group				
Business Address (with zip code):	2100 W. Cornwallis Dr. Suite H. Greensboro 27408				
Supervisor's Name:	David Prandall				
Education:	<input type="checkbox"/> High School <input checked="" type="checkbox"/> College <input type="checkbox"/> Graduate School <input checked="" type="checkbox"/> Other: 2 yrs.				
Degree and Subject of Study:	Communications / general				
School Name/Years Attended:	Kean University 1981-1983				
Applying for Board/Commission (enter one):	Planning Board				
Why are you interested in serving on that Board/Commission?	To continue to support the town of Jamestown conducive to growth and to promote value, knowledge, support direction of our town. Most importantly, I love the town of Jamestown.				
What Board or Commission are you currently serving?	Comprehensive Planning Steering Committee AARP Livable Community Volunteer - Meals on Wheels for Jamestown				
	Term Expiration Date:				
Are you willing to serve on any other Board/Commission?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, please list:	where needed				
Are you interested in serving in any other community volunteer activities?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, please list:	where needed				

Interests/Skills/Areas of Expertise/ Professional Organizations: *Community affairs, fundraising, Public speaking, Small group leader*
 Organizations: *Board member - YWCA Camp Weaver - Greensboro*

List two professional references below:

1.	Name:	<i>Karl Anderson</i>	Daytime Phone:	<i>336-601-3287</i>
	Address:			
	Relationship:	<i>Financial Advisor, Previous boss</i>		
2.	Name:	<i>John Graham</i>	Daytime Phone:	<i>336-601-3644</i>
	Address:			
	Relationship:	<i>Previous Boss</i>		

AFFIRMATION OF ELIGIBILITY

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

If yes, explain.

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

If yes, explain.

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

Signature of Applicant: *Pamela Burgess*
(Please print and sign.) Pamela Burgess Date: *5/24/21*

PLEASE ATTACH RESUME

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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.

PAMAILA BURGESS
207 Pearce Drive, Jamestown, NC 27282 (336)-601-8854
pburgess@northstate.net

SUMMARY OF QUALIFICATIONS

Excellent interpersonal communication and follow-up skills. Strong front desk management skills. Ability to source alternate solutions to problems. Client loyalty and marketing skills. Peer leadership.

CORE COMPETENCIES

Planning & Development
Office Management
Negotiation
Multi-functional role

PROFESSIONAL EXPERIENCE

GAISER FINANCIAL

JANUARY 15, 2019-PRESENT

CLIENT RELATIONS SPECIALIST

- Provide service and support to clients & prospects
- Develop & maintain customer relationships
- Make and prepare files for client retirement & core meetings
- Extensive telephone contact
- Schedule all client meetings
- Prepare for workshops & seminars
- Coordinate all office events
- Data entry into Wealthbox CRM
- Coordinate all vendor meetings
- Complete requests for fund distributions
- Newsletter mailings
- Notarizing documents by request
- Basic office administration

RAYMOND JAMES FINANCIAL

January 2014-February 2017

SALES ASSOCIATE

- Assist financial Advisor
- Cold calling & prospecting
- Face to face prospect meetings
- Seminar planning
- Data entry
- Monthly newsletter & mailings

- Marketing initiatives
- Basic office administration
- Office event planning

GREY OAK WEALTH MANAGEMENT

July 2009-January 2013

CLIENT SERVICES ASSOCIATE

- Answer & direct incoming calls
- Assist with all client inquiries & requests
- Schedule client appointments
- Scheduling Wholesaler meetings & events
- Company event planning
- All areas of front desk management & reception
- Maintain Financial Advisor calendar
- Travel arrangements for Advisor
- Company marketing initiatives
- Amend & update client files
- Weekly economic updates
- Company telecommunications issues
- Day to day office management

EDUCATION

Kean College of NJ, Union NJ

Two Years

APPLICATIONS

MS Office Word, Microsoft Office Outlook, SAP knowledge, Financial Advisor applications, SMT knowledge, Salesforce applications, Wealthbox CRM

PERSONAL ACCOMPLISHMENTS

How to manage effectively, How to motivate manage & lead a team, North Carolina Notary

VOLUNTEER

YMCA Camp Weaver Board Member -2011-Present, 2015 Campaign Manager

Member of the Jamestown Comprehensive Planning Steering Committee



CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMISSIONS

			Date:	11/18/20
Last Name:	Craig	First Name:	Jeffrey	Middle Initial:
Birthdate:	10/08/1954			
Email:	greytdog311@yahoo.com	Home Phone:		
Daytime Phone:		Cell Phone:	336-209-0096	
Home Address:	111 Jordan Creek Dr			
Live in Jamestown Town Limits?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Current Occupation/Title	Retired			
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:				
Applying for Board/Commission (enter one):	Planning Board			
Why are you interested in serving on that Board/Commission?	I am very interested in the future of our wonderful community. I would like to assist in the planning of the town's layout over the coming years.			
What Board or Commission are you currently serving?				
	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: **Photography/ Computer Hardware & Software National Assoc. of Realtors/National Assoc. of Builders**

List two professional references below:

1.	Name:	Rich Goldsmith	Daytime Phone:	(336) 314-0168
	Address:	717 Green Valley Road, Suite 30 0Greensboro, NC 27408		
	Relationship:	Former co-worker at Allen Tate Realtors		
2.	Name:	Arnold Pellegrinelli	Daytime Phone:	(908) 797-6644
	Address:	New Jersey arnold.pellegrinelli@comcast.net		
	Relationship:	Former President/CEO Prism Consulting Services, I reported to		

AFFIRMATION OF ELIGIBILITY

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

If yes, explain.

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

If yes, explain.

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

Signature of Applicant:
(Please print and sign.)

Jeffrey Craig 

Date: **11/18/20**

PLEASE ATTACH RESUME

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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.

CITIZEN APPLICATION FOR ADVISORY BOARDS AND COMMISSIONS

				Date:	Feb 24, 2020	
Last Name:	Stewart	First Name:	Al	Middle Initial:	C	
Birthdate:	07/25/1951					
Email:	Alinirag@yahoo.com			Home Phone:	336 423-8960	
Daytime Phone:	SAME		Cell Phone:	336 4/23-8960		
Home Address:	307 Jordan Crossing Ave Jamestown					
Live in Jamestown Town Limits?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
Current Occupation/Title	Retired - Greensboro Police 30 years					
Employer/Business Name	Military - Army Vietnam Vet.					
Business Address (with zip code):	Military Advisor Iraq - Lebanon - Afghanistan					
Supervisor's Name:	Guilford County District Attorney's Office					
Education:	<input type="checkbox"/> High School <input type="checkbox"/> College <input checked="" type="checkbox"/> Graduate School <input type="checkbox"/> Other:					
Degree and Subject of Study:	Administration of Justice					
School Name/Years Attended:	Guilford College - U. of Louisville - U of Virginia 1978-1998					
Applying for Board/Commission (enter one):	Board - Planning					
Why are you interested in serving on that Board/Commission?	Long term planning is of interest to me AND I have experience in planning AND budgeting					
What Board or Commission are you currently serving?	The Servant Center (Greensboro) Guilford County Veterans Memorial, Carolina Field of Honor					
	Term Expiration Date:	N/A				
Are you willing to serve on any other Board/Commission?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
If yes, please list:						
Are you interested in serving in any other community volunteer activities?	<input type="checkbox"/> Yes <input type="checkbox"/> No					
If yes, please list:						

Interests/Skills/Areas of Expertise/ Professional Organizations:

List two professional references below:

1.	Name:	Stuart Albright	Daytime Phone:	³³⁶ 908-8681
	Address:			
	Relationship:	Former supervisor - District Attorney 256 (215)		
2.	Name:	Jim Hoffman	Daytime Phone:	375-8431
	Address:			
	Relationship:	Attor Friend - Attorney		

AFFIRMATION OF ELIGIBILITY

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

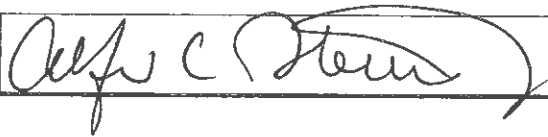
If yes, explain.

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

If yes, explain.

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

Signature of Applicant:
(Please print and sign.)



Date: Feb 24, 2020

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.

Alfred (Al) C. Stewart, Jr.
307 Jordan Crossing Ave.
Jamestown, NC 27282
(336) 423-8960
aliniraq@yahoo.com

PROFESSIONAL BACKGROUND AND EXPERIENCE

July 2012-December 2013

Served as a Law Enforcement Professional with the US Army in Afghanistan. In this position, I worked daily with US and Afghanistan forces in training, advising and operational capacities.

November 2009-December 2010

I completed my third tour in Iraq with the US Police Mission. I was the Regional Commander for the Advisory and Assistance Brigade 6, supervising 271 Civilian Police Advisors. I coordinated daily with US military command staff as well as assigned American instructors/advisors and Iraq Police senior staff.

November 2007- December 2008

I served as the initial Contingent Commander establishing the Lebanon Police Mission, Beirut, Lebanon working under the direction of the US Department of State. In this position I supervised the establishment of an "American standards" police academy with 22 American instructors and 28 Lebanese staff. I worked daily with Lebanese Police officials and US Embassy officials.

April 2006- June 2007

Lead Instructor for the Executive Management Section of the Baghdad Police College, Specialized and Advanced Training Unit. As the Lead Instructor, I also developed curriculum for management classes. I developed four levels of management classes for Iraqi Police Officers. All classes were certified for use by CPATT/ICITAP standards. I served my last six months of this tour in Iraq as the Unit Manager for Police Training in the Kurdistan Province in Irbil, Iraq. In this position, I coordinated, directed and was responsible for all classroom training in the Irbil Province for seven different police agencies. I worked closely with the Kurdish Asyaish (FBI equivalent) and also with the Pesh Merga.

November 2004- December 2005.

On my first tour in Iraq, I served as the Lead Instructor for First Line Supervision classes at the Adnan Palace Training facility in Baghdad. I also served as an instructor in the Basic Police Academy at the Sulaymaniyah Police Academy. During the last five months of 2005 I served as the Academy Director for the Mosul Police Academy in northern Iraq. As academy director, I was responsible for all operations and instructional activities at the Mosul Academy.

August 2003- October - 2004

I served as a sworn Investigator for the Guilford County District Attorney's Office.

1973-2003

I served 30 years in various positions with the Greensboro, NC Police Department retiring at the rank of captain.

Joined Department - July 1973

Promoted to Police Squad Leader - August 1978

Promoted to Sergeant - April 1979

Promoted to Lieutenant - January 1983

Promoted to Captain - March 1990

Appointed Assistant Chief (Patrol Commander) March 2003

Retired July 31, 2003

Police Assignments:

Patrol Officer

Patrol Squad Leader/Field Training Officer

Patrol Sergeant

Tactical Division Sergeant

Patrol Division Executive Officer (Lieutenant)

Executive Officer, (Lieutenant), Administrative Services Division

Executive Officer, (Lieutenant), Vice/Narcotics Division

Commanding Officer, (Captain), District I, Field Operations Bureau

Commanding Officer, (Captain), Traffic Division, Field Operations Bureau

Commanding Officer, (Captain), Criminal Investigations Division, Investigative Bureau

Commanding Officer, (Captain), Staff Services Division, Administrative Bureau

Commanding Officer, (Captain), Vice/Narcotics Division

Coordinator, Federal Violent Crime Task Force, U.S. Attorney's Office
Commanding Officer, (Captain), Special Operations Division
Assistant Chief, Field Operations Bureau

Special Teams Assignments:

Team Leader-Greensboro Police Department Special Response Team (S.W.A.T.)
Team Member - Greensboro Police Department Honor Guard
Team Leader - Greensboro Police Department Underwater Recovery Team

MILITARY SERVICE

Served U.S. Army, 1970 - 1973, Sergeant, Airborne-Ranger, Infantry with Company "G" Rangers, Vietnam and Company "A" Rangers, Fort Hood, Texas. Vietnam veteran, awards include Silver Star, Bronze Star with "V" device, Purple Heart, two Air Medals with "V" device, Bronze Star (Meritorious), Army Commendation Medal, Vietnamese Cross of Gallantry with Bronze Star, Combat Infantryman's Badge, Ranger Qualification Tab, Parachute Badge, Air Crew Member's Badge, and Vietnamese Parachute Badge

EDUCATION

Graduate of Guilford College, Greensboro, NC - with Bachelor of Administrative Science Degree in Administration of Justice

Post Graduate work, 1983, University of Louisville, Louisville, KY

Post Graduate work, 1998, University of Virginia, Charlottesville, VA

MISCELANEOUS INFORMATION

Hold Advanced Law Enforcement Certificate awarded by North Carolina Criminal Justice and Standards Commission

Certified Emergency Medical Technician- 1976

Recipient of Greensboro Police Department "Police Officer of the Year" Award - 1977

Selected by the North Carolina Justice Institute to work with the British Police, Hertfordshire Constabulary - 1979

Graduate of Administrative Officers Course (Class 70), Southern Police Institute, University of Louisville. Louisville, KY-1983

Recipient of Greensboro Police Department "Academy Instructor of the Year Award" – 1987

Member of the Board of Directors, Greensboro Chapter, American Red Cross 1991-2004

Recipient of the American Red Cross "Charles Drew" Award for 1996

Member, American Red Cross "Century Club"

Recipient of the American Red Cross "Thomas Z. Osborne Memorial Award" - 1998

Certified Police Instructor through North Carolina Criminal Justice Education and Standards Commission 1974-2001.

Law Enforcement Instructor for the North Carolina Justice Academy

Graduate of the Federal Bureau of Investigation National Academy (Class 194), Quantico, Virginia – 1998

Chairman of the Board of Directors, Greensboro Chapter. American Red Cross 1999-2001

Recipient of the Greensboro Police Department "Career Achievement Award" - 2000

Graduate of the Drug Enforcement Administration "Drug Unit Commander Academy," Quantico, Virginia - 2001

Recipient of the "Henri Dunant" Award for the Outstanding Volunteer, Greensboro Chapter of the American Red Cross – 2003

Completed United States Secret Service "Threat Assessment Seminar," Washington DC – 2002

Recipient of the Greensboro Merchant's Association Career Achievement Award – 2003

Hold a Secret Clearance with the US Government

Combat Lifesaver Training, US Army, Iraq, 2006

Recipient of the American Red Cross "Heroes Award," 2011

Committee Chair for the Piedmont Triad Red Cross "Salute to Heroes" event-2015

Carolina Field of Honor "Pavers Committee" volunteer, 2014-present

Executive Officer, Steve Millikin Black Caps Veterans Group 2013-present

Chairman, Guilford County Veterans Memorial Oversight Committee 2014-present

Board of Directors, The Servant Center 2015-present

Received the Patriot Award from the NC Heroes for North Carolina October 2019

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of Accounting Specialist Position & Budget Amendment #6 AGENDA ITEM #: VIII-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

This budget amendment will add budget in order to advertise and hire an additional person with accounting knowledge to help with various accounting tasks and payroll. A new position will be created and designated as "Accounting Specialist". This position will be a grade 12 in our pay classification schedule.

ATTACHMENTS: Budget Amendment #6

RECOMMENDATION/ACTION NEEDED: Approve budget amendment #6 and the new position "Accounting Specialist"

BUDGETARY IMPACT: \$51,075 increase in expenditures and revenues

SUGGESTED MOTION: Approve budget amendment #6 and the new position of "Accounting Specialist".

FOLLOW UP ACTION NEEDED:

**FYE 6/30/22
BUDGET AMENDMENT #6**

Fund 10:

Salaries	10-4200-1000	35,000.00	
Longevity	10-4200-1003	50.00	
FICA	10-4200-1009	2,700.00	
Retirement	10-4200-1010	4,000.00	
Health Insurance	10-4200-1011	7,750.00	
401k	10-4200-1017	1,575.00	
Appropriated Fund Balance			51,075.00

To add budget for new position of Accounting Specialist

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Set public hearing date for consideration of Comp Plan update

AGENDA ITEM #: VIII-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: Sept. 21, 2021

ESTIMATED TIME FOR DISCUSSION: 2 min.

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson

SUMMARY:

Staff respectfully requests that the Council set a public hearing date for the consideration of the Comprehensive Plan Update for the Oct. 19, 2021, regular Council meeting.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: Set a public hearing date for the Oct. 19, 2021, regular meeting.

BUDGETARY IMPACT:

SUGGESTED MOTION: Move to approve the setting of a public hearing to consider the Comp Plan for the Oct. 19, 2021, regular Council meeting.

FOLLOW UP ACTION NEEDED: Advertise the public hearing.

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Set public hearing date for consideration of Amendments to the LDO **AGENDA ITEM #:** VIII-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: Sept. 21, 2021

ESTIMATED TIME FOR DISCUSSION: 2 min.

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson

SUMMARY:

Staff respectfully requests that the Council set a public hearing date for the consideration of several amendments to the LDO for the Oct. 19, 2021, regular Council meeting.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: Set a public hearing date for the Oct. 19, 2021, regular meeting.

BUDGETARY IMPACT:

SUGGESTED MOTION: Move to approve the setting of a public hearing to consider several amendments to the LDO for the Oct. 19, 2021, regular Council meeting.

FOLLOW UP ACTION NEEDED: Advertise the public hearing.

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Resolution directing the Clerk to investigate and Annexation Petition **AGENDA ITEM #:** VIII-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: Sept. 21, 2021

ESTIMATED TIME FOR DISCUSSION: 10 min.

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson

SUMMARY:

Under GS 160A-31, the Town has received a petition for annexation of property commonly known as the "Johnson Farm". As a first step, the Town Council should direct the Clerk to investigate the petition by adopting a resolution instructing her to do such.

ATTACHMENTS: Annexation petition; Resolution directing the Clerk to investigate the petition.

RECOMMENDATION/ACTION NEEDED: Adopt a resolution directing the Town Clerk (and Attorney) to investigate the petition.

BUDGETARY IMPACT:

SUGGESTED MOTION: Move to approve the Resolution directing the Clerk to investigate the annexation petition request.

FOLLOW UP ACTION NEEDED:

TOWN OF JAMESTOWN, NC
CASH RECEIPT

Printed 15:15:34 - 09/02/21

Batch:22896
Transaction:3

Reference Number: JOHNSON PROPERTY

Name: D R HORTON, INC

Address:

Item(s) Description:

Check #	
Cash Paid	
Credit Paid	412.00
Less Change Given	()

TOTAL: 412.00

Comments:
Johnson Property



JAMESTOWN ANNEXATION PETITION

Date August 5, 2021

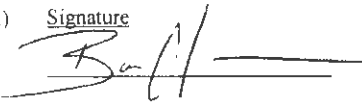
TO THE TOWN COUNCIL OF THE TOWN OF JAMESTOWN:

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

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

See Attached Legal Description

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

	<u>Print or Type Name and Address</u>	<u>Do you declare vested rights?*</u> (Indicate yes or no.)	<u>Signature</u>
1.	<u>D. R. Horton, Inc.</u>	<u>No</u>	
	By: <u>Ben C. Lunn</u>		
	Title: <u>Division President</u>		
2.	_____	_____	_____

This Annexation Petition is conditioned upon approval of the Rezoning Application submitted in connection with this Annexation Petition. If the Rezoning Application, as it may be amended, is not approved, this Annexation Petition shall be null and void.

Important: Both husband and wife must sign, if applicable.

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

Date Received: Sep. 2, 2021 Received By: 

Survey Description: Parcel A

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North $69^{\circ} 27' 16''$ East 102.69 feet to a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds, also being a 1 Inch Iron Pipe Set at the southeastern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 1 of Deed Book 6655, Page 621; thence along said northern right-of-way line of Guilford College Road, the following three (3) courses:

1) North $55^{\circ} 42' 46''$ West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;

2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North $53^{\circ} 31' 20''$ West 220.50 feet to a Disk Found;

3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North $40^{\circ} 24' 41''$ West 269.01 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife, Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162 in the Guilford County Registry; thence continuing along the eastern right-of-way line of Guilford College Road, the following three (3) courses:

1) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North $18^{\circ} 04' 00''$ West 429.54 feet to a Disk Found;

2) North $11^{\circ} 22' 57''$ West 172.26 feet to a 1/2 Inch Iron Pipe Set;

3) North $01^{\circ} 40' 29''$ East 29.54 feet to a 1/2 Inch Iron Pipe Set at the southwestern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 2 of Deed Book 6655, Page 621; thence continuing along said eastern right-of-way line of Guilford College Road, the following thirteen (13) courses:

- 1) North 01° 40' 29" East 23.05 feet to a 1/2 Inch Iron Pipe Set;
- 2) North 02° 23' 35" East 568.86 feet to a 1/2 Inch Iron Pipe Set;
- 3) along the arc of a curve to the right having a radius of 22,916.67 feet with a chord bearing and distance of North 03° 24' 13" East 808.38 feet to a 1/2 Inch Iron Pipe Set;
- 4) South 85° 35' 09" East 14.17 feet to a 1/2 Inch Iron Pipe Set;
- 5) North 04° 13' 27" East 78.32 feet to a 1/2 Inch Iron Pipe Set;
- 6) North 85° 23' 24" West 13.78 feet to a 1/2 Inch Iron Pipe Set;
- 7) North 04° 46' 27" East 131.18 feet to a 1/2 Inch Iron Pipe Set;
- 8) North 04° 56' 17" East 594.17 feet to a Disk Found;
- 9) along the arc to the right having a radius of 2,247.35 feet with a chord bearing and distance of North 06° 49' 37" East 224.64 feet to a Disk Found;
- 10) along the arc of a curve to the right having a radius of 1,099.08 feet with a chord bearing and distance of North 15° 38' 21" East 190.50 feet to a 1/2 Inch Iron Pipe Set;
- 11) North 28° 59' 59" East 145.62 feet to a Disk Found;
- 12) North 32° 31' 09" East 56.86 feet to a 1/2 Inch Iron Pipe Set;
- 13) North 61° 13' 54" East 86.01 feet to a 1/2 Inch Iron Pipe Set at the intersection of said eastern right-of-way line of Guilford College Road and the southern right-of-way line of Mackay Road; thence crossing Mackay Road, North 11° 07' 42" East 94.20 feet to the True Point of Beginning being a Disk Found at the intersection at the northern right-of-way line of Mackay Road and the eastern right-of-way line of Guilford College Road; thence along said eastern right-of-way line of Guilford College Road, the following three (3) courses:
 - 1) North 04° 40' 46" West 33.01 feet to a 1/2 Inch Iron Pipe Set;
 - 2) North 33° 57' 12" East 109.13 feet to a Disk Found;
 - 3) North 33° 19' 46" East 50.70 feet to a 1 Inch Iron Pipe Set at the Northwestern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 3 of Deed Book 6655, Page 621; thence along the northern property line of said Tract 3 of Deed Book 6655, Page 621, South 85° 37' 47" East 715.14 feet to a 1/2 Inch Iron Pipe Set at the western property line of the Jordan Creek Townhomes as shown on Deed Book 7794, Page 812, Deed Book 7562, Page 2780, and Deed Book 777, Page 1762, Plat Book 184, Page 79; thence along said western property line of the Jordan Creek Townhomes, South 04° 42' 07" West 438.75

feet to a 1/2 Inch Iron Pipe Set at said northern right-of-way line of Mackay Road; thence along said northern right-of-way line of Mackay Road, the following seven (7) courses:

- 1) North 77° 42' 15" West 13.49 feet to a 1/2 Inch Iron Pipe Set;
- 2) North 82° 35' 52" West 103.56 feet to a 1/2 Inch Iron Pipe Set;
- 3) North 83° 23' 22" West 153.14 feet to a 1/2 Inch Iron Pipe Set;
- 4) along a curve to the right having a radius of 623.36 feet with a chord bearing and distance of North 67° 48' 28" West 327.83 feet to a Disk Found;
- 5) North 40° 56' 32" West 94.76 feet to a Disk Found;
- 6) North 48° 56' 48" West 63.68 feet to a Disk Found;
- 7) North 56° 02' 43" West 98.31 feet to the True Point of Beginning, containing 6.491 acres.

Survey Description: Parcel B

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 69° 27' 16" East 102.69 feet to a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds, also being a 1 Inch Iron Pipe Set at the southeastern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 1 of Deed Book 6655, Page 621; thence along said northern right-of-way line of Guilford College Road, the following three (3) courses:

- 1) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;
- 2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North 53° 31' 20" West 220.50 feet to a Disk Found;

3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 40° 24' 41" West 269.01 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife, Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162 in the Guilford County Registry; thence continuing along the eastern right-of-way line of Guilford College Road, the following three (3) courses:

1) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 18° 04' 00" West 429.54 feet to a Disk Found;

2) North 11° 22' 57" West 172.26 feet to a 1/2 Inch Iron Pipe Set;

3) North 01° 40' 29" East 29.54 feet to the True Point of Beginning being a 1/2 Inch Iron Pipe Set; thence continuing along said eastern right-of-way line of Guilford College Road, the following twelve (12) courses:

1) North 01° 40' 29" East 23.05 feet to a 1/2 Inch Iron Pipe Set;

2) North 02° 23' 35" East 568.86 feet to a 1/2 Inch Iron Pipe Set;

3) along the arc of a curve to the right having a radius of 22,916.67 feet with a chord bearing and distance of North 03° 24' 13" East 808.38 feet to a 1/2 Inch Iron Pipe Set;

4) South 85° 35' 09" East 14.17 feet to a 1/2 Inch Iron Pipe Set;

5) North 04° 13' 27" East 78.32 feet to a 1/2 Inch Iron Pipe Set;

6) North 85° 23' 24" West 13.78 feet to a 1/2 Inch Iron Pipe Set;

7) North 04° 46' 27" East 131.18 feet to a 1/2 Inch Iron Pipe Set;

8) North 04° 56' 17" East 594.17 feet to a Disk Found;

9) along the arc to the right having a radius of 2,247.35 feet with a chord bearing and distance of North 06° 49' 37" East 224.63 feet to a Disk Found;

10) along the arc of a curve to the right having a radius of 1,099.08 feet with a chord bearing and distance of North 15° 38' 21" East 190.50 feet to a 1/2 Inch Iron Pipe Set;

11) North 28° 59' 59" East 145.62 feet to a Disk Found;

12) North 32° 31' 09" East 56.86 feet to a 1/2 Inch Iron Pipe Set;

13) North 61° 13' 54" East 86.01 feet to a 1/2 Inch Iron Pipe Set at the intersection of said eastern right-of-way line of Guilford College Road and the southern right-of-way line of Mackay Road; thence along said southern right-of-way line of Mackay Road the following six (6) courses:

- 1) along the arc of a curve to the right having a radius of 164.04 feet with a chord bearing and distance of North 60° 45' 13" West 67.13 feet to a 1/2 Inch Iron Pipe Set;
- 2) South 48° 56' 48" East 103.06 feet to a 1/2 Inch Iron Pipe Set;
- 3) South 53° 58' 19" East 120.70 feet to a 1/2 Inch Iron Pipe Set;
- 4) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 68° 16' 02" East 221.97 feet to a Disk Found;
- 5) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 79° 05' 07" East 37.23 feet to a 1/2 Inch Iron Pipe Set;
- 6) South 84° 53' 54" East 183.05 feet to a 1/2 Inch Iron Pipe Set at the northwestern corner of now or formerly, Kathleen R. Johnson as recorded in Deed Book 2758, Page 169; thence along the western property lines of said Kathleen R. Johnson, the following three (3) courses:
 - 1) South 03° 21' 44" West 2,008.41 feet to a 1/2 Inch Iron Pipe Set;
 - 2) South 43° 19' 08" East 395.97 feet to a 1/2 Inch Iron Pipe Set;
 - 3) South 66° 52' 20" East 290.22 feet to a point at the northeastern corner of said William Pearce Johnson, III and wife, Bebe Buice Johnson; thence along the northern property line of said William Pearce Johnson, III and wife, Bebe Buice Johnson, South 84° 38' 28" West 1,481.47 feet to the True Point of Beginning, containing 56.650 Acres.

Survey Description: Parcel C

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 69° 27' 16" East 102.69 feet to a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds, also being a 1 Inch Iron Pipe Set at the southeastern corner of now or formerly TTM Family Limited Partnership, recorded as Tract I of Deed Book 6655, Page 621; thence

along said northern right-of-way line of Guilford College Road, the following three (3) courses:

1) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;

2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North 53° 31' 20" West 220.50 feet to a Disk Found;

3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 40° 24' 41" West 269.01 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife, Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162 in the Guilford County Registry; thence continuing along the eastern right-of-way line of Guilford College Road, the following three (3) courses:

1) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 18° 04' 00" West 429.54 feet to a Disk Found;

2) North 11° 22' 57" West 172.26 feet to a 1/2 Inch Iron Pipe Set;

3) North 01° 40' 29" East 29.54 feet to a 1/2 Inch Iron Pipe Set at the southwestern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 2 of Deed Book 6655, Page 621; thence continuing along said eastern right-of-way line of Guilford College Road, the following thirteen (13) courses:

1) North 01° 40' 29" East 23.05 feet to a 1/2 Inch Iron Pipe Set;

2) North 02° 23' 35" East 568.86 feet to a 1/2 Inch Iron Pipe Set;

3) along the arc of a curve to the right having a radius of 22,916.67 feet with a chord bearing and distance of North 03° 24' 13" East 808.38 feet to a 1/2 Inch Iron Pipe Set;

4) South 85° 35' 09" East 14.17 feet to a 1/2 Inch Iron Pipe Set;

5) North 04° 13' 27" East 78.32 feet to a 1/2 Inch Iron Pipe Set;

6) North 85° 23' 24" West 13.78 feet to a 1/2 Inch Iron Pipe Set;

7) North 04° 46' 27" East 131.18 feet to a 1/2 Inch Iron Pipe Set;

8) North 04° 56' 17" East 594.17 feet to a Disk Found;

9) along the arc to the right having a radius of 2,247.35 feet with a chord bearing and distance of North 06° 49' 37" East 224.64 feet to a Disk Found;

10) along the arc of a curve to the right having a radius of 1,099.08 feet with a chord bearing and distance of North 15° 38' 21" East 190.50 feet to a 1/2 Inch Iron Pipe Set;

11) North 28° 59' 59" East 145.62 feet to a Disk Found;

12) North 32° 31' 09" East 56.86 feet to a 1/2 Inch Iron Pipe Set;

13) North 61° 13' 54" East 86.01 feet to a 1/2 Inch Iron Pipe Set at the intersection of said eastern right-of-way line of Guilford College Road and the southern right-of-way line of Mackay Road; thence along said southern right-of-way line of Mackay Road the following six (6) courses:

1) along the arc of a curve to the right having a radius of 164.04 feet with a chord bearing and distance of South 60° 45' 13" East 67.13 feet to a 1/2 Inch Iron Pipe Set;

2) South 48° 56' 48" East 103.06 feet to a 1/2 Inch Iron Pipe Set;

3) South 53° 58' 19" East 120.70 feet to a 1/2 Inch Iron Pipe Set;

4) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 68° 16' 02" East 221.97 feet to a Disk Found;

5) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 79° 05' 07" East 37.23 feet to a 1/2 Inch Iron Pipe Set;

6) South 84° 53' 54" East 183.05 feet to a 1/2 Inch Iron Pipe Set at the True Point of Beginning; thence continuing along said southern right-of-way line of Mackay Road, the following five (5) courses:

1) South 82° 35' 52" East 99.01 feet to a 1/2 Inch Iron Pipe Set;

2) South 76° 12' 46" East 95.93 feet to a 1/2 Inch Iron Pipe Set;

3) South 67° 28' 23" East 93.08 feet to a 1/2 Inch Iron Pipe Set;

4) South 58° 54' 46" East 97.47 feet to a 1/2 Inch Iron Pipe Set;

5) South 53° 14' 19" East 69.66 feet to a 1-1/4 Inch Iron Pipe Found at the northwestern corner of now or formerly TTM Family Limited Partnership as recorded in Deed Book 8000, Page 81; thence along the western property line of said TTM Family Limited Partnership as recorded in Deed Book 8000, Page 81, South 34° 09' 44" East 350.69 feet to a 1 Inch Iron Pipe Found at a western corner of said Tract 1 of Deed Book 6655, Page 621; thence along the western property lines of said Tract 1 of Deed Book 6655, Page 621, the following two (2) courses:

1) South 03° 53' 05" West 1,760.25 feet to a 1/2 Inch Iron Pipe Set;

2) South 20° 25' 54" West 210.60 feet to a point at the northeastern corner of said Tract 2 of Deed Book 6655, Page 621; thence along the eastern property lines of said Tract 2 of Deed Book 6655, Page 621, the following three (3) courses:

- 1) North 66° 52' 20" West 290.22 feet to a 1/2 Inch Iron Pipe Set;
- 2) North 43° 19' 08" West 395.97 feet to a 1/2 Inch Iron Pipe Set;
- 3) North 03° 21' 44" East 2,008.41 feet to the True Point of Beginning, containing 30.698 Acres.

Survey Description: Parcel D

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 69° 27' 16" East 102.69 feet to a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds, also being a 1 Inch Iron Pipe Set at the southeastern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 1 of Deed Book 6655, Page 621; thence along said northern right-of-way line of Guilford College Road, the following three (3) courses:

- 1) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;
- 2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North 53° 31' 20" West 220.50 feet to a Disk Found;
- 3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 40° 24' 41" West 269.01 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife, Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162 in the Guilford County Registry;

thence continuing along the eastern right-of-way line of Guilford College Road, the following three (3) courses:

- 1) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 18° 04' 00" West 429.54 feet to a Disk Found;
- 2) North 11° 22' 57" West 172.26 feet to a 1/2 Inch Iron Pipe Set;
- 3) North 01° 40' 29" East 29.54 feet to a 1/2 Inch Iron Pipe Set at the southwestern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 2 of Deed Book 6655, Page 621; thence continuing along said eastern right-of-way line of Guilford College Road, the following thirteen (13) courses:

- 1) North 01° 40' 29" East 23.05 feet to a 1/2 Inch Iron Pipe Set;
- 2) North 02° 23' 35" East 568.86 feet to a 1/2 Inch Iron Pipe Set;
- 3) along the arc of a curve to the right having a radius of 22,916.67 feet with a chord bearing and distance of North 03° 24' 13" East 808.38 feet to a 1/2 Inch Iron Pipe Set;
- 4) South 85° 35' 09" East 14.17 feet to a 1/2 Inch Iron Pipe Set;
- 5) North 04° 13' 27" East 78.32 feet to a 1/2 Inch Iron Pipe Set;
- 6) North 85° 23' 24" West 13.78 feet to a 1/2 Inch Iron Pipe Set;
- 7) North 04° 46' 27" East 131.18 feet to a 1/2 Inch Iron Pipe Set;
- 8) North 04° 56' 17" East 594.17 feet to a Disk Found;
- 9) along the arc to the right having a radius of 2,247.35 feet with a chord bearing and distance of North 06° 49' 37" East 224.64 feet to a Disk Found;
- 10) along the arc of a curve to the right having a radius of 1,099.08 feet with a chord bearing and distance of North 15° 38' 21" East 190.50 feet to a 1/2 Inch Iron Pipe Set;
- 11) North 28° 59' 59" East 145.62 feet to a Disk Found;
- 12) North 32° 31' 09" East 56.86 feet to a 1/2 Inch Iron Pipe Set;
- 13) North 61° 13' 54" East 86.01 feet to a 1/2 Inch Iron Pipe Set at the intersection of said eastern right-of-way line of Guilford College Road and the southern right-of-way line of Mackay Road; thence along said southern right-of-way line of Mackay Road, the following six (6) courses:

- 1) along the arc of a curve to the right having a radius of 164.04 feet with a chord bearing and distance of South 60° 45' 13" East 67.13 feet to a 1/2 Inch Iron Pipe Set;
- 2) South 48° 56' 48" East 103.06 feet to a 1/2 Inch Iron Pipe Set;

3) South 53° 58' 19" East 120.70 feet to a 1/2 Inch Iron Pipe Set;
4) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 68° 16' 02" East 221.97 feet to a Disk Found;
5) along the arc of a curve to the left having a radius of 688.98 feet with a chord bearing and distance of South 79° 05' 07" East 37.23 feet to a 1/2 Inch Iron Pipe Set;
6) South 84° 53' 54" East 183.05 feet to a 1/2 Inch Iron Pipe Set at the northeastern corner of now or formerly, Kathleen R. Johnson as recorded in Deed Book 2758, Page 169; thence continuing along said southern right-of-way line of Mackay Road, the following five (5) courses:

1) South 82° 35' 52" East 99.01 feet to a 1/2 Inch Iron Pipe Set;
2) South 76° 12' 46" East 95.93 feet to a 1/2 Inch Iron Pipe Set;
3) South 67° 28' 23" East 93.08 feet to a 1/2 Inch Iron Pipe Set;
4) South 58° 54' 46" East 97.47 feet to a 1/2 Inch Iron Pipe Set;
5) South 53° 14' 19" East 69.66 feet to a 1-1/4 Inch Iron Pipe Found being the True Point of Beginning, thence continuing along said southern right-of-way line of Mackay Road the following three (3) courses:

1) South 50° 29' 40" East 164.36 feet to a 1/2 Inch Iron Pipe Set;
2) South 50° 25' 53" East 20.16 feet to a 1/2 Inch Iron Pipe Set;
3) along a curve to the left having a radius of 960.00 feet with a chord bearing and distance of South 58° 15' 18" East 261.36 feet to a 1/2 Inch Iron Pipe Set (a #4 Rebar Found North 50° 26' 59" West 3.47 feet off corner) at a northwestern corner of said Tract 1 of Deed Book 6655, Page 621; thence along the western property lines of said Tract 1 of Deed Book 6655, Page 621, the following two (2) courses:

1) South 04° 02' 43" West 36.56 feet to a Stone Found (a 1-1/4 Inch Iron Pipe Found North 11° 08' 06" East 0.19 feet from said Stone Found);
2) North 89° 35' 04" West 165.11 feet to a 1 Inch Iron Pipe Found at an eastern corner of said Kathleen R. Johnson; thence along the eastern property line of said Kathleen R. Johnson, North 34° 09' 44" West 350.69 feet to the True Point of Beginning, containing 0.597 acres.

Survey Description: Parcel E

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822.142.29 feet, Easting, 1,728,979.85 feet; thence North 69° 27' 16" East 102.69 feet to a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds, also being a 1 Inch Iron Pipe Set at the southeastern corner of now or formerly TTM Family Limited Partnership, recorded as Tract 1 of Deed Book 6655, Page 621; thence along said northern right-of-way line of Guilford College Road, the following three (3) courses:

1) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;

2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North 53° 31' 20" West 220.50 feet to a Disk Found;

3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 40° 24' 41" West 269.01 feet to the True Point of Beginning being a 1 Inch Iron Pipe Set; thence continuing along the eastern right-of-way line of Guilford College Road, the following three (3) courses:

1) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 18° 04' 00" West 429.54 feet to a Disk Found;

2) North 11° 22' 57" West 172.26 feet to a 1/2 Inch Iron Pipe Set;

3) North 01° 40' 29" East 29.54 feet to a 1/2 Inch Iron Pipe Set at the southwestern corner of now or formerly TTM Family Limited Partnerships, recorded as Tract 2 of Deed Book 6655, Page 621; thence along the southern property line of said Tract 2 of Deed Book 6655, Page 621, North 84° 38' 28" West 1481.47 feet to a point at a western corner of said Tract 1 of Deed Book 6655, Page 621, thence along western property lines of said Tract 1 of Deed Book 6655, Page 621, the following two (2) courses:

1) South 03° 53' 05" West 1186.00 feet to a 1 Inch Iron Pipe Set;

2) North 70° 22' 04" West 1,304.11 feet to the True Point of Beginning, containing 27.956 acres.

Survey Description: Parcel F

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 69° 27' 16" East 102.69 feet to the True Point of Beginning being a 1 Inch Iron Pipe Set at the northern right-of-way line of said Guilford College Road; also being a 1 Inch Iron Pipe Set at the northwestern corner of now or formerly, The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797 in the Guilford County Register of Deeds; thence along said northern right-of-way line of said Guilford College Road, the following three (3) courses:

1) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 998.82 feet and at 2,475.20 feet) to a Disk Found;

2) along the arc of a curve to the right having a radius of 1,540.05 feet with a chord bearing and distance of North 53° 31' 20" West 220.50 feet to a Disk Found;

3) along the arc of a curve to the right having a radius of 902.23 feet with a chord bearing and distance of North 40° 24' 41" West 269.01 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife, Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162 in the Guilford County Registry; thence along the southern and eastern property line of said Johnson, the following two (2) courses:

1) North 70° 22' 04" West 1304.11 feet to a 1 Inch Iron Pipe Set;

2) South 03° 53' 05" West 1186.00 feet to a point at the southwestern corner of now or formerly TTM Family Limited Partnership, a North Carolina Limited Partnership recorded as Tract 2 in Deed Book 6655, Page 621 and the southern most corner of now or formerly Kathleen R. Johnson as recorded in Deed Book 2758, Page 169; thence along the eastern property lines of said Kathleen R. Johnson the following Two (2) courses:

1) South 20° 25' 54" West 210.60 feet to a 1/2 Inch Iron Pipe Set;
2) South 03° 53' 05" West 1,760.25 feet to a 1 Inch Iron Pipe Found at the southwestern corner of now or formerly, TTM Family Limited Partnership, A North Carolina Limited Partnership as recorded in Deed Book 8000, Page 81; thence along the southern and eastern property lines of said TTM Family Limited Partnership as recorded in Deed Book 8000, Page 81, the following Two (2) courses:

1) North 89° 35' 04" West 165.11 feet to a Stone Found (a 1-1/4 Inch Iron Pipe Found North 11° 08' 06" West 0.19 feet from said Stone Found);

2) South 04° 02' 43" West 36.56 feet to a 1/2 Inch Iron Pipe Set at the southern right-of-way line of Mackay Road (S.R. 1549) (a #4 Rebar Found North 50° 26' 59" West 3.47 feet off corner); thence along said southern right-of-way line of Mackay Road, the following fourteen (14) courses:

1) South 67° 45' 40" East 91.38 feet to a 1 Inch Iron Pipe Set;

2) South 68° 32' 44" East 481.35 feet to a 1/2 Inch Iron Pipe Set;

3) South 68° 56' 50" East 100.00 feet to a 1/2 Inch Iron Pipe Set;

4) South 70° 44' 04" East 101.26 feet to a 1/2 Inch Iron Pipe Set;

5) South 73° 06' 37" East 101.15 feet to a 1/2 Inch Iron Pipe Set;

6) South 74° 53' 45" East 102.01 feet to a 1/2 Inch Iron Pipe Set;

7) South 75° 06' 11" East 98.89 feet to a 1/2 Inch Iron Pipe Set;

8) South 75° 41' 01" East 100.11 feet to a 1/2 Inch Iron Pipe Set;

9) South 78° 17' 04" East 102.61 feet to a 1 Inch Iron Pipe Set;

10) South 83° 08' 38" East 101.00 feet to a 1/2 Inch Iron Pipe Set;

11) South 86° 56' 13" East 102.59 feet to a 1/2 Inch Iron Pipe Set;

12) North 89° 31' 17" East 96.75 feet to a 1 Inch Iron Pipe Set;

13) South 01° 50' 08" East 20.00 feet to a Disk Found;

14) North 86° 56' 39" East 369.69 feet to a 1 Inch Iron Pipe Set at the western corner of now or formerly TTM Family Limited Partnership, A North Carolina Limited Partnership as recorded in Deed Book 8000, Page 81 and as Lot 2 of Plat Book 169; thence along the southern property line of said TTM Family Limited Partnership as recorded in Deed Book 8000, Page 81; thence South 88° 12' 35" East 568.60 feet to a Bent 3/4 Inch Iron Pipe Found in an 8 Inch x 8 Inch Concrete Monument at the southwestern corner of now or

formerly Adams Farm Community Association, Inc. as recorded in Deed Book 3719, Page 120 and as Common Area of Plat Book 91, Page 46; thence along the southwestern property lines of said Common Area of Plat Book 91, Page 46, the following two (2) courses:

1) South $86^{\circ} 25' 45''$ East 71.44 feet to a Concrete Monument Found (a Bent $3/4$ Inch Iron Pipe Found in an 8 Inch x 8 Inch Concrete Monument Found South $57^{\circ} 59' 26''$ East 1.24 feet off-corner);

2) South $40^{\circ} 37' 46''$ West 142.92 feet to a $3/4$ Inch Iron Pipe Found at the northwestern corner of now or formerly Adams Farm Community Association, Inc. as recorded in Deed Book 4279, Page 2162 and as Common Area of Plat Book I10, Page 72; thence along the southwestern property lines of the Common Area of Plat I10, Page 72, the following five (5) courses:

1) South $05^{\circ} 15' 09''$ East 70.09 feet to a $3/4$ Inch Iron Pipe Found;

2) South $63^{\circ} 42' 09''$ East 153.49 feet to a 1 Inch Iron Pipe Found;

3) South $19^{\circ} 33' 51''$ West 193.54 feet to a $3/4$ Inch Iron Pipe Found;

4) South $09^{\circ} 53' 29''$ East 133.70 feet to a 1 Inch Iron Pipe Found in an 8 Inch x 8 Inch Concrete Monument;

5) South $86^{\circ} 31' 30''$ East 51.80 feet to a $1/2$ Inch Iron Pipe Found at the northwestern corner of now or formerly Lynne F. Garrison as recorded in Deed Book 5779, Page 3039 and Deed Book 4061, Page 2031; thence along the western property lines of said Lynne F. Garrison, the following three (3) courses:

1) South $03^{\circ} 52' 32''$ West 961.09 feet to a 1 Inch Iron Pipe Found (1 foot tall);

2) North $79^{\circ} 18' 01''$ East 126.57 feet to a Stone Found with a P-K Nail;

3) South $04^{\circ} 48' 10''$ West 887.66 feet to a $3/4$ Pinch Top Inch Iron Pipe Found at an area Dedicated to the Public, Town of Jamestown and Guilford County as Drainage Way and Open Space as recorded per Plat Book 123, Page 12; thence along said Drainage Way and Open Space, South $04^{\circ} 50' 16''$ West 360.51 feet to a $1/2$ Inch Iron Pipe Set at the northwestern corner of an area Dedicated to the Public, Town of Jamestown and Guilford County as Drainage Way and Open Space as recorded per Plat Book 123, Page 12; thence along the western property lines of said Drainage Way and Open Space and Common Area and Drainage, Maintenance and Utility Easements per Plat Book 127, Page 69, South $04^{\circ} 50' 04''$ West 650.65 feet to a $1/2$ Inch Iron Pipe Found at the northwestern corner of Lot

277 of Plat Book 127, Page 71; thence along the western property lines of Lots 277, 278, 279, 280, 281, and 282, South 04° 51' 26" West 516.81 feet (crossing a 1/2 Inch Iron Pipe Found at 14.99 feet, 191.96 feet, 346.81 feet) to a 1 Inch Iron Pipe Set (a 1/2 Inch Iron Pipe Found North 68° 14' 19" East 0.36 feet off corner) at the northern right-of-way of Hund Case Drive; also being at a northern corner of now or formerly St. Francis Pct Funeral Service and Cemetery, Inc. as recorded in Deed Book 5795, Page 2488 and as Tract 1 of Plat Book 148, Page 16; thence along the western property lines of said St. Francis Pet Funeral Service and Cemetery, Inc., the following five (5) courses:

- 1) North 85° 48' 50" West 49.64 feet to a 1/2 Inch Iron Pipe Set;
- 2) South 04° 48' 46" West 196.41 feet to a 1 Inch Iron Pipe Set;
- 3) South 04° 12' 51" West 45.48 feet to a #4 Rebar Found;
- 4) South 86° 03' 30" East 50.17 feet to a Bent #4 Rebar Found;
- 5) South 03° 50' 13" West 425.31 feet to a Bent 1" Iron Pipe Found at the northeastern corner of now or formerly The Trustees of Guilford County Technical Community College as recorded in Deed Book 5988, Page 1797; thence along the northern property line of said The Trustees of Guilford County Technical Community College, North 88° 06' 09" West 892.83 feet to the True Point of Beginning, containing 287.789 acres.

Survey Description: Parcel G
Intentionally Omitted.

Survey Description: Parcel H

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 76° 39' 57" West 525.16 feet to a Disk Found at the intersection of the southern right-of-way line of Guilford College Road and the western right-of-way line of

Jamestown Square Drive: thence along said western right-of-way line of Jamestown Square Drive, South 34° 16' 11" West 76.88 feet to a 1" Iron Pipe Set at the northeastern corner of now or formerly The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797; thence along the northern property line of said The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797, North 88° 06' 09" West 159.26 feet to a 1" Iron Pipe Found with a Cap and Tack at the northeastern corner of now or formerly The Trustees of Guilford Technical Community College as recorded in Deed Book 7116, Page 540 and Plat Book 171, Page 76; thence along the northern and western property lines of said The Trustees of Guilford Technical Community College as recorded in Deed Book 7116, Page 540 and Plat Book 171, Page 76, the following four (4) courses:

- 1) North 88° 06' 09" West 402.15 feet to a 1 Inch Iron Pipe Found;
- 2) South 03° 26' 52" West 470.18 feet (crossing a 1 Inch Iron Pipe Found at 464.85 feet) to a 1 Inch Iron Pipe Found;
- 3) North 85° 45' 21" West 626.89 feet to a 1 Inch Iron Pipe Found with a Tack.
- 4) South 03° 26' 54" West 396.13 feet to a 1 Inch Iron Pipe Found at the northeastern corner of now or formerly Davis Family Enterprises, LTD as recorded in Deed Book 6123, Page 2187; thence along the northern property line of said Davis Family Enterprises, LTD, North 86° 54' 19" West 672.75 feet (Crossing a 1 Inch Iron Pipe Found at 174.15 feet and at 583.73 feet) to a point at the southwestern corner of now or formerly Town of Jamestown as recorded in Plat Book 124, Page 27; thence along said eastern property lines of said Town of Jamestown as recorded in Plat Book 124, Page 27, the following three (3) courses:

- 1) North 09° 47' 15" West 105.39 feet to a point;
- 2) North 18° 29' 10" East 355.33 feet to a point;
- 3) North 46° 14' 35" East 94.68 feet to a point at the southeastern corner of now or formerly Town of Jamestown as recorded in Plat Book 128, Page 115; thence along said eastern and northern property lines of said Town of Jamestown as recorded in Plat Book 128, Page 115, the following six (6) courses:

- 1) North 46° 14' 35" East 58.09 feet to a point;
- 2) North 65° 32' 45" East 141.11 feet to a point;

3) North 51° 15' 00" East 289.95 feet to a point;

4) North 40° 53' 50" East 274.42 feet to a point;

5) North 41° 49' 30" East 204.09 feet to a point;

6) North 56° 29' 30" West 273.90 feet (crossing a 1 Inch Iron Pipe Set at 50.00 feet) to a 1 Inch Iron Pipe Set at the northeastern corner of now or formerly Johnson / Liberty LLC as recorded in Deed Book 433, Page 992 and Plat Book 128, Page 115, said 1 Inch Iron Pipe Set being North 34° 32' 15" East 4.52 feet from a Disturbed Stone Found; thence along the northern property lines of said Johnson / Liberty LLC and Lots 124, 125, 126, 129 and 130 of said Plat Book 128, Page 115 and Lots 119 and 120 of Plat Book 128, Page 114, North 56° 29' 30" West 1,266.64 feet (crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 130 at 559.84 feet, a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 129 at 660.76 feet, a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 126 at 761.68 feet, a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 125 at 904.52 feet, and a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 119 at 1,131.47 feet) to a 1 Inch Iron Pipe Found at a northern corner of said Lot 119; thence along the northern property lines of said Lot 119 and Lots 107, 108, 109, 110, 111, 112, 113, 114, 115 and 118 of said Plat Book 128, Page 114, the following seven (7) courses:

1) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North 50° 48' 07" West 131.44 feet to a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 118;

2) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North 46° 46' 02" West 75.55 feet to a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 115;

3) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North 43° 10' 22" West 108.87 feet to a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 114;

4) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North 38° 59' 15" West 105.83 feet to a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 113;

5) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North 34° 08' 56" West 142.37 feet to a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 112;

6) along the arc of a curve to the right having a radius of 1,470.00 feet with a chord bearing and distance of North 30° 47' 22" West 29.96 feet to a 1 Inch Iron Pipe Found at a northern corner of Lot 112;

7) South 56° 29' 24" East 694.88 feet (crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 111 at 112.46 feet, crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 110 at 245.58 feet, crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 109 at 345.79 feet, crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 108 at 446.00 feet, crossing a 1 Inch Iron Pipe Found at the northeastern corner of said Lot 107 at 574.80 feet, and crossing a 1 Inch Iron Pipe Found at the northwestern corner of said Lot 107 at 682.81) to a 1 Inch Iron Pipe Found at the eastern right-of-way line of College Road; thence along said eastern right-of-way line of College Road, the following seven (7) courses:

1) North 39° 34' 26" East 96.59 feet to a 1 Inch Iron Pipe Set;

2) South 50° 25' 34" East 20.34 feet to a 1 Inch Iron Pipe Set;

3) North 39° 34' 26" East 81.85 feet to a Disk Found;

4) along the arc of a curve to the right having a radius of 705.38 feet with a chord bearing and distance of North 42° 11' 28" East 190.32 feet to a Disk Found;

5) North 50° 04' 29" East 68.80 feet to a Disk Found;

6) South 70° 32' 19" East 15.03 feet to a Disk Found;

7) North 3° 12' 42" East 51.39 feet to a 1 Inch Iron Pipe Set at the southwestern corner of now or formerly William Pearce Johnson, III and wife Bebe Buice Johnson as recorded in Deed Book 5136, Page 1162; thence along the southern property line of said William Pearce Johnson, III and wife Bebe Buice Johnson, South 70° 22' 04" East 192.10 feet to 1 Inch Iron Pipe Set at the southern right-of-way line of said Guilford College Road; thence along said southern right-of-way line of said Guilford College Road, the following seven (7) courses:

1) along the arc of a curve to the left having a radius of 1,066.27 feet with a chord bearing and distance of South 35° 25' 24" East 501.63 feet to a Disk Found;

- 2) along the arc of curve to the left having a radius of 1,704.09 feet with a chord bearing and distance of South 53° 26' 25" East 239.08 feet to a Disk Found;
- 3) South 55° 42' 46" East 1,830.25 feet (crossing a Disk Found at 242.81 feet) to a Disk Found;
- 4) South 34° 17' 14" West 119.94 feet to a Disk Found;
- 5) South 56° 23' 52" East 805.99 feet to a 1 Inch Iron Pipe Set Found;
- 6) South 56° 23' 39" East 218.84 feet to the True Point of Beginning, containing 55.770 acres.

Survey Description: Parcel J

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 76° 39' 57" West 525.16 feet to a Disk Found at the intersection of the southern right-of-way line of Guilford College Road and the western right-of-way line of Jamestown Square Drive; thence along said southern right-of-way line of Guilford College Road and the northern property line of now or formerly TTM Family Limited Partnership, a North Carolina Limited Partnership as recorded in Deed Book 6655, Page 621, Tract 2, the following six (6) courses:

- 1) North 56°23'39" West 218.84 feet to a 1 Inch Iron Pipe Set;
- 2) North 56° 23' 52" West 805.99 feet to a Disk Found;
- 3) North 34° 17' 14" East 119.94 feet to a Disk Found;
- 4) North 55° 42' 46" West 3,404.59 feet (crossing a Disk Found at 1,476.38 feet and 2,405.77 feet) to a Disk Found;
- 5) along the arc of a curve to the right having a radius of 1,704.09 feet with a chord bearing and distance of North 53° 26' 25" West 239.08 feet to a Disk Found;
- 6) along the arc of a curve to the right having a radius of 1,066.27 feet with a chord bearing and distance of North 35° 25' 25" West 501.63 feet to the True Point of Beginning; thence along a northern property line of said TTM Family Limited Partnership, North 70° 22' 04"

West 192.10 feet to a 1 Inch Iron Pipe Set in the eastern right-of-way line of Guilford Road; thence along said eastern right-of-way line of Guilford Road, North 73° 12' 42" East 150.70 feet to a Disk Found at the intersection of said eastern right-of-way line of Guilford Road and said southern right-of-way line of Guilford College Road, thence along said southern right-of-way line of Guilford College Road, a curve to the left having a radius of 1,066.27 feet with a chord bearing and distance of South 18° 43' 07" East 115.33 feet to the True Point of Beginning, containing 0.197 Acres.

Survey Description: Parcel K

Lying and being in the Town of Jamestown, Jamestown Township, Guilford County, North Carolina, and more particularly described as follows:

Commencing at a P-K Nail Set in the Right-of-Way of Guilford College Road, having NC Grid NAD83(2011) coordinates of Northing, 822,142.29 feet, Easting, 1,728,979.85 feet; thence North 76° 39' 57" West 525.16 feet to a Disk Found at the intersection of the southern right-of-way line of Guilford College Road and the western right-of-way line of Jamestown Square Drive; thence along said western right-of-way line of Jamestown Square Drive, South 34° 16' 11" West 76.88 feet to a 1" Iron Pipe Set at the northeastern corner of now or formerly The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797; thence crossing Jamestown Square Drive, South 88° 06' 09" East 116.54 feet to a 1 Inch Iron Pipe Found at the eastern right-of-way line of Jamestown Square Drive, said 1 Inch Iron Pipe Found being the True Point of Beginning; thence along said eastern right-of-way line of Jamestown Square Drive, North 34° 16' 11" East 15.62 feet to a Disk Found at the intersection of said eastern right-of-way line of Jamestown Square Drive and said southern right-of-way line of Guilford College Road; thence along said southern right-of-way line of Guilford College Road, South 56° 23' 39" East 25.10 feet to a 1 Inch Iron Pipe Set at a northern corner of said The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797; thence along a northern property line of said The Trustees of Guilford Technical Community College as recorded in Deed Book 5988, Page 1797, North 88° 06' 09" West 29.72 feet to the True Point of Beginning, containing 0.005 acres or 196 square feet.



Settled 1752
JAMESTOWN
NORTH CAROLINA

RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-31

WHEREAS, a petition requesting annexation of an area described in said petition was received on September 21, 2021, by the Town of Jamestown Town Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town of Jamestown Town Council deems it advisable to proceed in response to this request for annexation;

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Jamestown that;

The Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Town Council the result of her investigation.

Lynn Montgomery, Mayor

ATTEST:

Katie M. Weiner, CMC
Town Clerk

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Consideration of Waiver of Waiting Period for a Rezoning Request

AGENDA ITEM #: VIII-F

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: Sept. 21, 2021

ESTIMATED TIME FOR DISCUSSION: 10 min.

DEPARTMENT: Planning

CONTACT PERSON: Matthew Johnson

SUMMARY:

Section 5.3-6 of the Town's LDO has a provision which generally states that once the Town Council takes action (i.e.-votes) on a rezoning request, then the Town would not consider another rezoning for the same property within 12 months. The intent is to prevent subsequent requests from applicants without some significant change to the request. The LDO language recognizes that there could be exceptions whereby an applicant might make some substantial change and that could warrant another consideration by the Town Council. The process for this is listed in the LDO and consists of the request of a 'waiver' by an applicant. The request does nothing more than permit an applicant to resubmit a request for consideration. The processes are still the same - an applicant would submit a rezoning request which would be heard by the Planning Board and ultimately by the Town Council..

As everyone is well aware, this property was the subject of a previous rezoning request which was heard by the Town Council in January 2021. That request, brought by Diamondback Investment was ultimately denied by the Town Council, thus starting the 'shot clock' on a subsequent request.

D.R. Horton purchased the collective property known as the "Johnson Farm" on July 1, 2021. The new owner has submitted a request for annexation and we believe that a request for rezoning will likely come to the Town following the Town's effort to engage the public using the Seth Harry & Associates meetings which conclude on Sept. 18, 2021.

The new owners have submitted a request for a waiver from the language of the LDO which would allow them to submit a new rezoning request. In that request, they have enumerated the reasons they feel they should receive the ability to submit their rezoning request - 1) they are new owners of the property and were not a party to the previous rezoning; 2) the rezoning they plan to submit will be substantially different than the previous request; and 3) the public engagement process that the Town is conducting with Seth Harry & Assoc. will likely yield new information from the public which DR Horton will incorporate into their submittal package.

Staff have reviewed this request and have consulted with their land use attorney, Tom Terrell, concerning this matter. All agree that it is prudent to permit the new owner the opportunity to submit a request to be heard by the Planning Board and Town Council. Thus, staff recommend in favor of granting the waiver.

ATTACHMENTS: Request from DR Horton

RECOMMENDATION/ACTION NEEDED: Allow DR Horton to petition the Town of Jamestown for a rezoning by voting to allow a waiver.

BUDGETARY IMPACT:

SUGGESTED MOTION:

Move to approve a waiver under section 5.3-6 of the LDO to permit the applicant/owner, D.R. Horton, the right to submit a new rezoning application for the property commonly known as the "Johnson Farm".

FOLLOW UP ACTION NEEDED:



September 13, 2021

Mr. Matthew Johnson, AICP
Assistant Town Manager
Director of Planning
Town of Jamestown
301 E. Main Street
Jamestown, NC 27282

RE: Parcels 159144, 159105, 159106 and 158765

Dear Mr. Johnson:

D. R. Horton, Inc. acquired the above-referenced parcels (the "Property") by Special Warranty Deed recorded on July 1, 2021. D.R. Horton, Inc. has filed with the Town of Jamestown an Annexation Petition to annex the Property into the Town of Jamestown.

We are aware of section 5.3-6 of the Jamestown Land Development Ordinance ("LDO") which requires a waiting period of one year after the date of approval or denial of an application for the same zoning classification. The Town Council denied the prior application for PUD zoning within one year from the date on which D. R. Horton, Inc. would like to file its application for a rezoning of the Property for PUD zoning. The LDO also provides that the Town Council may waive such waiting period if it determines that there have been substantial changes in conditions or circumstances which relate to the request. Accordingly, D.R. Horton, Inc. hereby requests a waiver from the Jamestown Town Council to allow its application for an amendment to the zoning classification for the Property to be filed within the one year waiting period.

In support of this request, please note the following: (i) the ownership of the Property has changed with D.R. Horton, Inc. being the sole owner of the Property; (ii) the proposed PUD zoning will contain substantial changes with respect to a complete redesign of the street system to serve the Property; substantial changes in the types of housing to be included and offered; substantial changes in density and allocation of that density in certain areas of the Property that will be coordinated with the layout of the Property; substantial changes in the open spaces provided on the Property; and (iii) D.R. Horton, Inc. is working closely with the planner that the Town of Jamestown has retained to consult on this project.

We respectfully submit this letter as the request for the waiver of the waiting period as provided in Section 5-3.6 of the LDO. We look forward to presenting our plan for this Property.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric R. Wall", is written over a horizontal line.

Name: Eric R Wall

Title: Division VP

Mayor
Lynn Montgomery

Interim Town Manager
Dave Treme

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Manager Report

AGENDA ITEM #: IX-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: September 21, 2021

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Dave Treme, Interim Town Manager

SUMMARY:

The Manager's Report for the September 21st Regular Town Council meeting is attached.

ATTACHMENTS: Manager Report for the September 21st Town Council Meeting & September Report from Alliance Code Enforcement

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Memorandum:

To: Mayor and Council

From: David W. Treme, Interim Town Manager

Subject: Manager Report

Date: September 21, 2021

- Mayor and Council attended the Chick-Fil-A grand Opening at 10:00 AM on Wednesday August 18, 2021
- Met with Seth Harry on Monday August 30, 2021 to establish logistics for the Property Visioning Workshop. Announced Property Visioning Workshop September 14 through September 18 at the Jamestown Civic Center. Attendance and participation is encouraged in person or on line.
- Plans for the construction of the Recreation Maintenance facility are currently under review by the Town of Jamestown and Guilford County Building Inspections.
- Met with representatives of D. R. Horton to share information on the scheduled Property Visioning Workshop scheduled for September 14 through September 18, 2021.
- Held an all employee meeting at 9:00AM on Thursday September 8, 2021 to honor three co-workers for achieving longevity milestones, to receive employee information on the United Way Campaign and to receive an update on the Covid 19 pandemic in Guilford County. Mayor Montgomery and Council were in attendance. All employee questions regarding Covid 19 were presented and answered by Dr. Iulia Van, the Guilford County Health Director.



PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Jamestown

Updated
September 7, 2021

ADDRESS	VIOLATION	STATUS
217 Cloverbrook Dr	MH/OL	OPEN
506 Forestdale Dr	JV/JP	ABATED
302 N Scientific St	MH/OL	OPEN
105 Kearns St	JV	ABATED
112 Kearns St	JP/OL	ABATED
118 Kearns St	JV/JP/OL	OPEN
118 Robbins Ave	MH/JV/OL	OPEN
116 Robbins Ave	MH/JV/JP/OL	OPEN
214 N Scientific St	MH/OL	OPEN
100 Monticello Dr	MH/JP/OL	OPEN
6405 Adna Ln	JV/JP	OPEN
6402 & 6400 Adna Ln	JV/JP	OPEN
211 Yorkleigh Ln	JP	OPEN
200 Jackson St	JV/JP/OL	OPEN
4314 Vickrey Chapel Rd	JV/JP/OL	OPEN
4312 Vickrey Chapel Rd	JP	OPEN
713 W Main St	JP/ZV	ABATED
107 Knollwood Dr	JV	ABATED
110 Byrnwood Dr	JV	ABATED
124 Gannaway St	JV	ABATED
113 Kearns St	MH/OL/JV/JP	OPEN
105 Rear Newberry Ct (Hamlin Ct side)	MH/OL	OPEN
101 Newberry St	JP/AWG	ABATED
Gannaway St	ZV	ABATED
Oakdale Mill	MH/JP/JV/OL	OPEN
204 Forestdale Dr	OL/JP	OPEN
112 Penny Rd	MH/JP/OL	OPEN
101 Newberry St	OL	ABATED
233 Shadowlawn Dr	OL	OPEN
113 Robbins Ave	OL	ABATED
203 Jackson St	JV	OPEN
200 Forestdale Dr	MH	OPEN
115 E Main St	ZV	ABATED



Alliance Code
Enforcement LLC

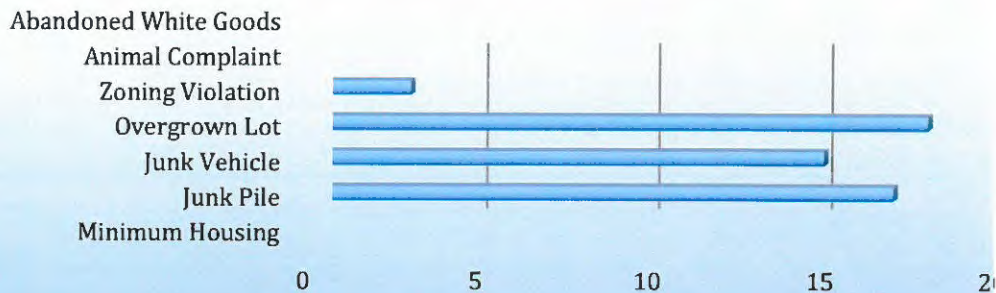
Monthly Report
Town of Jamestown

Updated
September 7, 2021

MONTHLY HIGHLIGHTS

- Significant progress has been made and pace has been maintained based on working 2 days a week.
- 12 cases were abated.
- 8 Hearings were held.
- 23 signs were picked up.
- Spoke with numerous property owners/occupants in reference to violations and what needed to take place to abate.
- Clean up continues with Adna Ln properties.
- Significant progress at 211 Yorkleigh Ln.
- OL has been abated at 217 Cloverbrook Dr. A meeting was held with caretaker and direction was provided to exactly what work needed to be completed.
- Complaints continue weekly and are able to be addressed right away.

Violations by the Numbers



	Minimum Housing	Junk Pile	Junk Vehicle	Overgrown Lot	Zoning Violation	Animal Complaint	Abandoned White Goods
Violations by the Numbers	11	17	15	18	3	0	

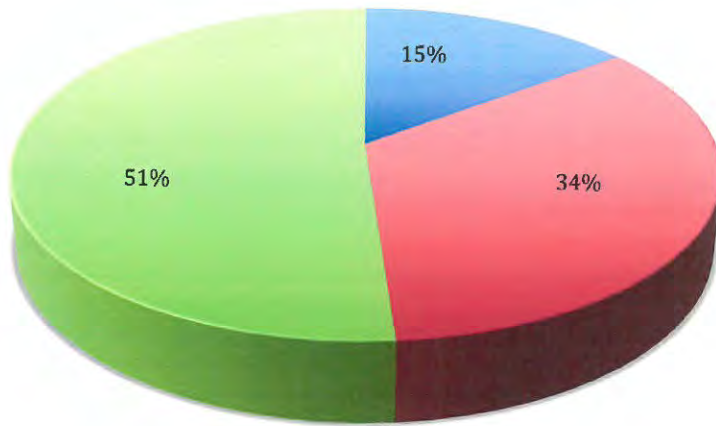


PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Jamestown

Updated
September 7, 2021



Total Cases - 41

Abated - 21

Unfounded - 0

Open In Progress - 14

New/No Progress - 6

■ OPEN - NEW/NO PROGRESS ■ OPEN - IN PROGRESS ■ ABATED ■ UNFOUNDED