

Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council
April 21, 2026
6:00 pm in the Council Chambers
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 the March 12th Special Work Session Minutes
   - B. Approval of the March 17th Regular Town Council Meeting Minutes
   - C. Approval & Sealing of the March 17th Closed Session Minutes
   - D. Approval of the March 19th Budget Work Session Minutes
   - E. Proclamation declaring April as Parkinson's Awareness Month
   - F. Resolution supporting the findings of the Piedmont Triad Regional Water Authority (PTRWA) Water and Wastewater Utility Regionalization Study and committing to work toward a Regional Water and Wastewater Solution
   - G. Resolution to Adopt the Safety Action Plan Funded by the "Safe Streets for All (SS4A)" Grant
   - H. Resolution adopting the Guilford County Hazard Mitigation Plan
   - I. Reappointment of Maria Ashburn to the Parks and Recreation Committee
   - J. Resolution appointing Karen Strausser to serve as acting Deputy Finance Officer
   - K. Financial Position of the Town of Jamestown

III. **Public Comment**

IV. Resolution honoring the retirement of Tammy Salyards, Accounting Technician II-Mayor Pro Tem Burgess

V. Presentation of Proclamation for Public Works Week 2026- Mayor Dickenson

VI. Proclamation declaring Peace Officers Memorial Day and Police Week in the Town of Jamestown- Mayor Dickenson

VII. **Council Community Corner**

VIII. **Monthly Reports**
   - A. Manager Report
   - B. Council Member Committee Reports
   - C. High School Representative Report
   - D. Guilford County Sheriff Department Report

IX. **Old Business-**
   - A. Overview of Spring Litter Sweep 2026- Elizabeth Greeson, Accounting Technician II
   - B. Consideration of award of professional service contract for the Main Street Corridor Study- José Colón, Planning Director

X. **New Business-**
   - A. Jamestown Park & Golf Course Quarterly Report- Scott Coakley, Parks and Recreation Director
   - B. Request to set a public hearing date for the Recommended Budget and Capital Improvement Plan (CIP) for the 2026/2027 Fiscal Year (FY)- Faith Wilson, Finance Director

XI. **Public Comment**

XII. **Other Business**

XIII. **Adjournment**

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Working Agenda for the April 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 Dickenson	Mayor Dickenson to call the meeting to order.
6:00 pm	A. Roll Call	Call on K. Weiner	Weiner to take roll call.
6:00 pm	B. Pledge of Allegiance	Mayor Dickenson	Mayor Dickenson to lead everyone in the Pledge of Allegiance.
6:00 pm	C. Moment of Silence	Mayor Dickenson	Mayor Dickenson to call for a moment of silence
6:00 pm	D. Approval of Agenda	Mayor Dickenson	Mayor Dickenson to ask Council if there are any items that need to be added or deleted.
6:05 pm	**II. Consent Agenda**		
6:05 pm	A. Approval of the March 12th Special Work Session Minutes B. Approval of the March 17th Regular Town Council Meeting Minutes C. Approval & Sealing of the March 17th Closed Session Minutes D. Approval of the March 19th Budget Work Session Minutes E. Proclamation declaring April as Parkinson's Awareness Month F. Resolution supporting the findings of the PTRWA Water & Wastewater Utility Regionalization Study and committing to work toward a Regional Water and Wastewater Solution G. Resolution to Adopt the Safety Action Plan Funded by the "Safe Streets for All (SS4A)" Grant H. Resolution adopting the Guilford County Hazard Mitigation Plan I. Reappointment of Maria Ashburn to the Parks and Recreation Committee J. Resolution appointing Karen Strausser to serve as acting Deputy Finance Officer K. Financial Position of the Town		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**	Call on K. Weiner	Please state your name and adhere to the 3 minute time limit
6:20 pm	**IV.** Resolution honoring the retirement of Tammy Salyards, Accounting Technician II	Council Member Burgess	Council Member Burgess to present the Resolution to Tammy Salyards.
6:25 pm	**V.** Presentation of Proclamation for Public Works Week 2026	Mayor Dickenson	Mayor Dickenson to present the Proclamation for Public Works Week 2026 to Public Services staff.
6:30 pm	**VI.** Proclamation declaring Peace Officers Memorial Day and Police Week in the Town of Jamestown	Mayor Dickenson	Mayor Dickenson to present the Proclamation to Guilford County Sheriff Office staff.
6:35 pm	**VII. Council Community Corner**	Mayor Dickenson	Council Member Burgess to present a Certificate of Recognition to Laura Gulledge.
6:40 pm	**VIII. Monthly Reports**		
6:40 pm	A. Manager Report	Call on M. Johnson	Johnson to present his monthly Manager's Report to Town Council.
6:45 pm	B. Council Member Committee Reports	Mayor Dickenson	Mayor Dickenson to request that Council Members give reports for any Committees that they serve on.
6:50 pm	C. High School Representative Report	Call on Eli Arnold	Arnold to present Council his High School Representative report.
6:55 pm	D. Guilford County Sheriff's Department Report	Call on GCSO Deputy	Mayor Dickenson to call the Guilford County Sheriff's Dept. Deputy forward to present the monthly Guilford County Sheriff Department Report
7:00 pm	**IX. Old Business**		
7:00 pm	A. Overview of Spring Litter Sweep 2026	Call on E. Greeson	Greeson to present an overview of the Spring Litter Sweep to Council.

7:10 pm	B. Consideration of award of professional service contract for the Main Street Corridor Study	Call on J. Colón	Colón to present information on the proposals received for the Main Street Corridor Study. Colón to request that Council allow Town staff to negotiate and execute a contract with Stantec. Council Member makes a motion to allow the Town Manager, Assistant Manager, Finance Director, and Town Attorney to negotiate and execute a professional services contract with Stantec not to exceed $50,000. Council Member makes a second to the motion. Then vote.
7:20 pm	**X. New Business**		
7:20 pm	A. Jamestown Park & Golf Course Quarterly Report	Call on S. Coakley	Coakley to present his quarterly Jamestown Park and Golf Course report to Council.
7:30 pm	B. Request to set a public hearing date for the Recommended Budget and Capital Improvement Plan (CIP) for the 2026/2027 Fiscal Year (FY)	Call on F. Wilson	Wilson to request that Council set a public hearing date for the Recommended Budget and CIP for the 2026/2027 Fiscal Year. Council Member makes a motion to set a public hearing date for the Recommended Budget and CIP for the 2026/2027 Fiscal Year for the May 19th Town Council meeting at 6:00 pm in the Council Chambers. Council Member makes a second to the motion. Then vote.
7:35 pm	**XI. Public Comment**	Call on K. Weiner	Please state your name and adhere to the 3 minute time limit
7:50 pm	**XII. Other Business**		
7:55 pm	**XIII. Adjournment**		Council Member makes a motion to adjourn. Council Member makes a second to the motion. Then vote.

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of the March 12th Special Work Session Minutes **AGENDA ITEM #:** II-A

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026 **ESTIMATED TIME FOR DISCUSSION:** 0 Minutes

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

SUMMARY:

Minutes form the March 12th Special Work Session

ATTACHMENTS: Minutes from the March 12th Special Work Session

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. Council Member makes a second to the motion. Then vote.

FOLLOW UP ACTION NEEDED: Approved minutes will be posted on the Town's website.

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Special Town Council Work Session
March 12, 2026
6:00 pm in the Council Chambers
Minutes & General Account

Council Members Present – Mayor Dickenson, Council Members Burgess, Glanville, Gibson, & Westmoreland

Council Members Absent- none

Staff Members Present: Paul Blanchard, Robert Brown, Beth Koonce, Gordon Holton, José Colón, Matthew Johnson, Scott Coakley, Katie M. Weiner, and Faith Wilson

Visitors Present: Kathryn Billings, Martha Wolfe, Ed Stafford, Robert Frederick, Janina Austin, Art Wise, Krisdena Reeser, Tim Sawyer, Ken Alonge, Tricia Payne, Carol Brooks, Tim Brooks, Brad Yoder, Madalyn Kunow, Brian Lewis, and Skye David

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

Overview of the Status of DR Horton Kinsley Development- Matthew Johnson opened the Work Session and introduced Mr. Brad Yoder, Land Acquisition Manager for DR Horton, to give a project overview and timeline.

Mr. Yoder stated that the Kinsley community has been years in the making and is now "vertical." Even before model homes are finished, they already have eight sales and have started 25 single-family homes and nine townhomes, priced in the mid to high $400,000. Phase 2 (including a major amenity area along Guilford College Road) and Phase 6 (higher-end homes at the back of the site) are in design. They hope to start the amenity package next year and feel very positive about the project's momentum and market response.

Mayor Dickenson asked if the model home that is open right now is mid-range. Mr. Yoder answered yes, and there will be a couple hundred of those built.

Council Member Westmoreland asks for an update on how many total units the project will actually have, specifically breaking out the numbers for housing versus apartments. Mr. Yoder replied that while the project was approved for up to 1,500 units, they do not expect to reach that maximum. He says the apartments will likely come in below their 500-unit cap at around 300 and that on the for-sale housing side they are looking at up to about 1,000 units, though the exact final counts can shift as the site is fully developed.

Council Member Gibson asked what the "amenity package" entails. To avoid setting inaccurate expectations, Mr. Yoder cannot give specifics until design and permitting are complete but says it will be what you'd typically expect in a large community (pool and clubhouse).They will share details once plans are finalized.

Council Member Glanville asked about the pricing for the townhomes to which Mr. Yoder stated that the current average sales price across the community is $465,000, but they haven't sold a townhome yet.

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Council Member Burgess asked the square footages for homes and townhomes, and if there would be adequate on-street and off-street parking. Mr. Yoder stated that the townhomes were: 1,500–2,400 sq ft, with 22-ft and 26-ft wide products; the 26-ft units reach 2,400+ sq ft, 22-ft units are under 2,000 sq ft with three different layouts. Single-family homes will average in the 2,000-sq-ft range. As far as parking, NCDOT-approved roads allow on-street parking; all single-family homes have two-car garages plus driveways for two cars; 22-ft townhomes have one-car garages plus associated parking.

Mayor Dickenson asked about the retention pond and whether pond locations will change as development builds out. Mr. Yoder answered that there will be multiple ponds, sized and located based on erosion and stormwater needs. Some will remain permanent; others may be closed by phase depending on soils and engineering. He defers detailed technical answers to their development manager, saying he will consult him rather than speculate.

Council Member Burgess asked if buyers request changes to the floor plans (e.g., move a fireplace)? Mr. Yoder responded no; plans are standardized for efficiency and value. Custom changes like relocating a fireplace would be a custom-home scenario.

Mayor Dickenson asked what changed in the amended and restated development agreement, especially for apartments/management and amenities. Mr. Yoder deferred specifics to DHI Communities (the apartment division). He confirms DHI, a wing of DR Horton, will develop and manage that phase as its own entity with its own amenities/parking decisions.

Mayor Dickenson asked for clarification that apartments went from 500 to 320 "cottages/casitas," and whether these are more than one family per unit. Mr. Yoder answered that "casitas" branding is used, but they have not built that product locally, so he will not speculate; he will refer detailed questions to DHI Communities and follow up.

Mr. José Colón gave a detailed, process-focused overview of the Kinsley development and how the Town is managing it. He began by explaining that Kinsley is a large, master-planned residential community on Mackay Road, made up of multiple phases and a mix of housing types. Based on the latest information from DR Horton, the subdivision portion is currently planned for approximately 637 single-family homes and 345 townhomes, plus amenities and open space. In addition, there is a separate multifamily component, Ascend Kinsley (Phase 3), accessed from Guilford College Road, with 320 traditional apartment units and 40 cottage/casita duplex units (20 buildings, two units each), for a total of 360 multifamily units.

He then walked through the project's history: an original rezoning submitted by Diamondback in 2020 that was denied in 2021; DR Horton purchased part of the property and began working on a revised proposal later in 2021; and, in January 2023, Town Council approved the revised rezoning, an LDO amendment, and a development agreement for Kinsley. From 2024–2025, the project moved through detailed subdivision and engineering review, infrastructure planning, and site construction. By late 2025–2026, Development Clearing Certificates (DCCs) were being issued so vertical construction could begin.

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Mr. Colón described the Development Agreement as a legally binding agreement used for large projects to add specific commitments beyond base zoning, covering layout, housing types and density, amenities and open space, buffers and design standards, infrastructure responsibilities, and phasing. In April 2025, the agreement was "amended and restated," but emphasized that this did not change development standards or conditions. Instead, it clarified how the multifamily site relates to the overall project-- most notably that the apartment property is not part of the single-family/townhome HOA because it is a rental community--while still keeping that portion tied to the development agreement where applicable.

He outlined the step-by-step approval process: rezoning and development agreement approval; subdivision/site construction approvals (preliminary and final plats); issuance of Development Clearance Certificates (DCC) (which confirm compliance with the LDO, approved plans, and the development agreement); then Guilford County building and trade permits; and finally building construction. He stressed that because of multiple phases, this is not a one-time sequence and that they continuously cycle through each subdivision and DCC reviews as each phase comes forward.

On current status, the final plat approval has been granted for Phase 1A (the initial homes visible along Mackay Road), with Phase 2A and Phase 6 under preliminary review, and the Phase 3 apartments already approved and starting construction. At the time of the meeting, 48 DCCs had been issued for Phase 1A, with more being added as reviews are completed.

Mr. Colón also emphasized that the Town is not working in isolation: Guilford County departments (fire, building inspections, addressing, soil erosion control), Pinecroft-Sedgefield Fire Department, NCDOT, NCDEQ, Duke Energy, Piedmont Natural Gas, Spectrum, and the Postal Service are all involved to ensure infrastructure, utilities, safety, and addressing are properly coordinated. He closed by noting that, although he joined the Town in September 2024 and missed early phases of the project, he is committed to applying the Development Agreement consistently--citing it in each DCC and plat review--to make sure the built project stays aligned with what Council approved.

Council Member Glanville asked why the phases are numbered the way they are (e.g., jumping to Phase 6). Mr. Colón explained the phasing sequence is the developer's choice; based on the map they are effectively moving north to south.

Council Member Westmoreland asked whether anything in the amended and restated Development Agreement changed beyond the new Section 13 dealing with apartments, ownership, and HOA accountability. Mr. Colón confirmed that was the only substantive change, and that it simply clarified that the multifamily portion follows only the applicable parts of the development agreement.

Council Member Westmoreland also asked whether staff have been making "minor amendments" to the site plan along the way to keep things aligned with standards and regulations. Mr. Colón stated yes, and that the attorneys agreed this particular clarification was a minor, administrative amendment that did not require a full major-amendment process.

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Council Member Westmoreland then commented on Section 4.1 of the agreement, noting that the exhibits are illustrative, that official plats and plans control, and that the agreement explicitly allows site plans to be modified over time as detailed development and construction plans are prepared.

Mayor Dickenson thanked Mr. Colón and staff, noting that his responsiveness over the past weeks has reduced the need for additional questions, and mentioned ongoing work together on reconciling watershed and LDO rules, with appreciation for the collaborative approach.

Discussion regarding Legislative Agenda Setting for the Town of Jamestown- Brian Lewis provided a detailed overview of the legislative environment in Raleigh and how it affects Jamestown's priorities, especially funding for a new fire station and park bathrooms.

He explained that the General Assembly operates on a two-year cycle with a long session in odd-numbered years (intended to produce a full state budget) and a short session in even-numbered years (normally used to adjust that budget). Although an "evergreen" budget from a prior year is technically in effect, the state has not passed a full updated budget in two years, and he expects this short session (beginning April 22) to be when a comprehensive budget finally moves, though politics could still complicate it.

Mr. Lewis described the current power structure: Republicans hold a supermajority in both chambers (71–49 in the House, 30–20 in the Senate), meaning they can override Governor Josh Stein's vetoes if they remain united. He highlighted key "corner office" leaders—Speaker Destin Hall and senior budget chairs in the House, and Senate President Pro Tem Phil Berger and other senior senators—emphasizing that these few leaders effectively control which local projects and appropriations advance. Jamestown is in a relatively strong position because Senator Berger, one of those top decision-makers, is the Town's senator and has already toured the existing fire station and acknowledged the need for improvements. Mr. Lewis noted that Representative Alan Branson is also well-positioned and may become a future House Transportation Chair, which could further help Jamestown.

He then walked through the budget process: local requests (like Jamestown's) start as ideas pitched to local legislators; those items move through appropriations subcommittees, then full committees, then to the "big chairs," and finally to leadership in the corner offices. At each stage, items can be added or removed, making the process fluid and highly political. For Jamestown specifically, he and his partner, Skye David, have asked for $10 million for a new fire station and $500,000 for bathrooms at the park across from Town Hall, based on estimates provided by Town staff. They are working this request directly through Senator Berger's office, where it both began and will ultimately be decided if it is to appear in the final state budget.

Mayor Dickenson asked about the bill to get rid of ETJs. Ms. David stated that the bill was essentially dissolved.

Council Member Glanville asked whether the General Assembly is trying to take zoning authority away from municipalities. Ms. David stated that this is something they "always watch for" because developers or community groups sometimes ask legislators to intervene, and

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individual legislators have at times moved in that direction. Mr. Lewis added that Summerfield was a particularly unique, highly political case, but acknowledged the risk is real and they monitor such efforts closely.

Council Member Westmoreland asked about what the House and Senate are currently discussing on tax reform and how that is affecting the state budget. Mr. Lewis explained there is a standoff between chambers: the Senate wants to continue with planned income-tax cuts, while new House leadership is resistant and has been willing to go without a new budget over this issue. This disagreement is a key reason there has been no updated budget, and it will shape short-session negotiations.

Council Member Westmoreland asked what is happening with the House and Senate's review of property taxes and what that could mean for municipalities. Mr. Lewis said both chambers are now actively looking at local property taxes: the House has a special committee that has taken presentations and is expected to see draft language as early as next week; the Senate has a work group as well. Mr. Lewis emphasized there is not uniform agreement among Republicans, with some legislators who come from local government (e.g., Rep. Steve Ross) questioning changes that could harm municipal finances.

Council Member Westmoreland asked where Jamestown's fire station and bathroom requests currently stand, what exact dollar amounts have been requested, and how those tie to planning and cost estimates. Mr. Lewis said they have formally asked for $10 million for a new fire station and $500,000 for park bathrooms, based on numbers provided by staff. Town Manager Johnson added that the fire station figure is a best estimate using square-footage needs from a prior study and current construction costs, and that detailed plans are still being designed. The bathroom estimate ($450,000) is based on recent, similar restroom construction at another Town park.

Council Member Westmoreland asked whether any of these Jamestown items are already visible in draft budget documents or estimates at the General Assembly. Mr. Lewis answered no, budget writing has been largely on hold while legislators focused on other political issues. Work on the new budget is expected to start as the short session begins. Jamestown likely will not see its items publicly until a draft budget document is released; the process is now mostly internal from subcommittees up through leadership.

Council Member Westmoreland asked for a description of how a local bill works. Mr. Lewis explained that in a long session, a local bill (affecting only Jamestown) can be filed by a single local legislator and usually gets deference; it must pass both chambers but is not subject to a Governor's veto. In the short session, there is a strong custom that all members of the affected county delegation agree before a local bill advances, to avoid last-minute local political "mischief" before elections. That makes controversial local bills much harder to pass in the short session, so Jamestown's main strategy right now is through the state budget rather than a standalone local bill.

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Overall, Mr. Lewis' message was that Jamestown has influential representation in the current power structure, a clear funding ask for fire and park facilities, and an active lobbying strategy in a highly political and fluid legislative environment.

Public Comment- no one signed up to speak

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

The meeting ended at 7:00 pm.

_____
Mayor

_____
Town Clerk

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of the March 17th Regular Town Council Meeting Minutes AGENDA ITEM #: II-B

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026 ESTIMATED TIME FOR DISCUSSION: 0 Minutes

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

SUMMARY:

Minutes from the March 17th Regular Town Council meeting

ATTACHMENTS: Minutes from the March 17th Regular Town Council meeting

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: Approved minutes will be posted on the Town's website.

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Regular Town Council Meeting
March 17, 2026
6:00 pm in the Council Chambers
Minutes & General Account

Council Members Present – Mayor Dickenson, Council Members Burgess, Gibson, Glanville & Westmoreland

Council Members Absent- None

Staff Members Present: Paul Blanchard, Robert Brown, Scott Coakley, José Colón, Matthew Johnson, Faith Wilson, Gordon Holton, & Katie Mitchell

Visitors Present: Stan Calvarese, Kathryn Billings, Dione Brown, Richard Clapp, Robert Frederick, Heather Crosser, Sterling Kelly, Stafford Kelly, Greg Flory, Cheryl Harvey, Rich Salyards, Greg Pittman, Michel Williams, Linda Williams, Carol Brooks, Wendy Williams, Lisa Paul, Robert Garland, J. Rayborn, & Victoria Delgado

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

- Roll Call – Mitchell took roll call as follows:
  - Council Member Glanville Present
  - Council Member Gibson Present
  - Mayor Dickenson Present
  - Council Member Burgess Present
  - Council Member Westmoreland Present

  Mitchell stated a quorum was present.

- Pledge of Allegiance –Mayor Dickenson led the Pledge of Allegiance.
- Moment of Silence – Mayor Dickenson called for a moment of silence.
- Approval of the Agenda – Mayor Dickenson asked if anyone had any changes to the agenda.

Council Member Westmoreland made a motion to approve the agenda. Council Member Gibson made a second to the motion. The motion passed by a unanimous vote.

Consent Agenda– The consent agenda included the following items:

A. Approval of the minutes from the January 7th Special TC Work Session
B. Approval of the minutes from the January 8th Special TC Work Session
C. Approval of the minutes from the January 22nd Budget Work Session
D. Approval of the minutes from the February 10th regular TC meeting
E. Resolution honoring the life and legacy of Jane Walker Payne
F. Proclamation declaring March as Women's History Month 2026
G. Proclamation Spring Litter Sweep 2026
H. Resolution for inclusion in the America 250 Time Capsule, to be opened in 2076 in celebration of America 300
I. Resolution declaring March 20th as Arbor day in the Town of Jamestown
J. Appointment of Main Street Corridor Steering Committee Members

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K. Approval of TSP leases for Parks and Recreation and Golf Equipment
L. Financial Position of the Town
M. Budget Amendment #5

Council Member Gibson made a motion to approve the consent agenda as amended. Council Member Westmoreland made a second to the motion. The motion passed by a unanimous vote.

(Resolution honoring the life and legacy of Jane Walker Payne, Proclamation Women's History Month 2026, Proclamation Spring Litter Sweep 2026, Resolution America 250 Time Capsule, Resolution Arbor Day, & Budget Amendment #5)

Public Comment -

- Kelly Wilkie shared concerns about the new cement company planned off Mackay Road near the railroad and adjacent to Adams Farm. She questioned potential 24-hour operations, strain on the power grid and electric bills, and how longstanding contamination on the site will be addressed. She also objected to the heavier industrial rezoning near nearby residential and commercial areas. She stated her opposition to the separate rezoning proposal on West Main Street.

- Robert Frederick stated that his 42-day-old public records request about the 2025 amended development agreement with DR Horton and a December 5, 2025, subdivision plat approval remains unfulfilled. He questioned whether proper public notice, Council and Planning Board review, and legal procedures were followed, urging the Council to "trust but verify" and ensure all records are produced.
  Town Attorney Robert Brown explained that extensive public records requests can require the Town to incur significant costs and that, consistent with Town ordinances, the requesting citizen must pay those costs, confirming that responding to such requests over the last several years has cost the Town approximately $21,000.

- Cheryl Harvey- stated that the yellow house next to Full Moon, previously understood to be for storage by Second Chance, now appears to be used as a residence for men with substance-abuse issues. She expressed strong concern about such a use in downtown Jamestown, asking the Town to look into it.

Council Community Corner- Mayor Dickenson presented a Certificate of Recognition to Linda and Michel Williams for picking up trash along Guilford College Road.

Presentation regarding the Piedmont Triad Regional Water Authority (PTRWA) Water and Wastewater Regionalization Study - Mr. Greg Flory, Executive Director of the Piedmont Triad Regional Water Authority (PTRWA), gave an update on the Authority's work and Jamestown's role as a member. He explained that the Randleman Lake water treatment plant is being expanded from 14.7 million gallons per day to 26.7 million gallons per day. The guaranteed maximum price for this project is $94,612,087, with Jamestown responsible for roughly 3.54% of the cost.

He also described the design of advanced treatment to address emerging contaminants such as PFAS and 1-4-dioxane. That project is currently budgeted at about $150 million overall, with

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Jamestown paying a small percentage based on its allocation. Flory noted that the Authority has been studying these contaminants for several years and selected reverse osmosis (RO) as the preferred treatment technology.

Mr. Flory then summarized a regional water and wastewater study for Guilford and Randolph counties. The study projects significant future capacity constraints, especially on the wastewater side after about 2042. It identified multi-billion dollar investment needs under different scenarios, including a "go-it-alone" approach by individual utilities versus several regionalized alternatives.

He stated that a purely local, go-it-alone strategy would be more expensive and would eventually cap growth once plants reach 90% of permitted capacity. By contrast, enhanced regionalization would support long-term capacity and make it easier to secure substantial state and federal funding. He showed projected 2050 rate impacts under different scenarios and noted that working together gives the region a better chance to keep future water and sewer bills more affordable.

Mr. Flory concluded by explaining that the Water Authority board has endorsed moving forward with a regional wastewater solution (with "Alternative 4" as the preferred option). The next step will be to ask Jamestown and other municipalities to adopt resolutions supporting enhanced wastewater regionalization by the end of June so that planning and funding efforts can proceed.

Council Member Westmoreland thanked past leaders for joining the Water Authority and noted that Jamestown's representative, Rich Glover, now chairs the Authority board. Council Member Westmoreland stated his support for a regional approach and asked which other Towns might join a regional solution. Mr. Flory stated Liberty, Ramseur, Asheboro, and others in Guilford and Randolph Counties that have existing treatment facilities or capacity issues and are part of the discussion.

Mayor Susan Dickenson shared that the Council recently met and reached consensus to engage specialized legal counsel with PFAS and water-law expertise (someone involved in the Camp Lejeune litigation) to explore potential PFAS-related claims on behalf of the Town. She believes this is a promising opportunity for Jamestown. She added that the Town has also been meeting with the Deep River Riverkeeper organization, which is assisting with cleanup effort.

Council Member Gibson asked what level of interest other municipalities have in joining the regional wastewater solution, and what their main concerns that may make them hesitant to join. Mr. Flory answered that interest varies by municipality: some smaller towns worry about "giving up control" and about the size and affordability of the investment and future grant support. Others believe they are in decent shape for now and do not yet feel urgency about long-term capacity and emerging contaminant requirements, even though those issues will eventually affect them.

Council Member Glanville asked about Jamestown's share of costs. Mr. Flory confirmed Jamestown's portion of the current plant expansion is about $3.3 million and said the advanced PFAS/"emerging compounds" treatment is currently estimated at about $150 million total, with

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Jamestown paying roughly 3.33% on the first 12 MGD and a slightly higher share above that, though staging the RO equipment could help reduce initial costs.

Council Member Glanville asked if PFAS and similar "emerging compounds" are primarily entering the water system through industrial discharges. Mr. Flory replied that industry is certainly a significant source of PFAS and other emerging contaminants, but some also enter the system as byproducts of everyday consumer products (such as personal care items) that go down drains to wastewater plants, which are not designed to remove these chemicals before the treated water is discharged back into rivers and lakes.

Council Member Glanville asked whether federal law is stopping these chemicals at the source. Mr. Flory said the federal government is mainly setting health standards that water systems must meet, rather than banning the compounds outright.

Mr. Flory stated some industries have been sued, and the Water Authority has already received settlement money from multidistrict PFAS litigation. That money will offset part of the advanced treatment cost. Additional state funding dedicated to emerging contaminants could further reduce member costs once the project nears construction.

Mr. Flory added that beyond PFAS and 1-4-dioxane, microplastics are an emerging concern. He said reverse osmosis was selected because it offers the broadest protection against both known and yet-to-be-regulated contaminants, including microplastics.

Monthly Reports

- Manager's Report – Matthew Johnson shared that Finance Director Faith Wilson, was a nominee for the NC Government Finance Officer's Association (NCGFOA) Finance Officer of the Year Award. While she did not ultimately receive the award, the competition included finance officers from much larger jurisdictions with significantly larger staff and project portfolios. Being nominated among that group speaks highly of the professionalism and excellence she brings to Jamestown's financial operations, and we are very fortunate to have her leading our finance team.

  The Council will be asked to appoint a steering committee for the Main Street Transportation Corridor Study. The purpose of this study is to identify methods to prioritize safety for pedestrians in the core business area (between Teague Dr. and Ragsdale Rd.), slow traffic, and improve aesthetics. The first step is to complete a study which could then be used to apply for grant funding in the future.

  The Main Street Waterline Replacement contract is slated to be approved at the March 17th regular meeting. Once the traffic control plans have been approved by NCDOT, staff will be reaching out to business and property owners to schedule a meeting to enhance communications between the contractor, Town staff, and property/business owners.

  Mr. Johnson recognized our Parks & Recreation staff for their work building shelters at the golf course. One shelter was completed near hole #15 as a storm shelter to allow golfers a place to shelter in the event of a pop-up thunderstorm. The second one is in our

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natural play area and houses a set of informational puzzles. These shelters were made of wood sourced from the course from downed trees, sawn locally, and the labor was provided by Parks staff- saving the Town a significant amount of money.

The second Budget Workshop will be held on Thursday, March 19th at 10 AM in the Council Chambers. The public is welcome to attend, and we will live stream that meeting.

- Council Member Reports-
  - Council Member Westmoreland reported that the next MPO Technical Advisory meeting will be March 24th at 10AM at the High Point Museum.
  - Mayor Dickenson reported that Mayors from the Region toured the Toyota Battery Plant.
  - Council Member Burgess attended the Parks and Rec meeting on March 2nd. The Committee reelected Phylis Bridges to continue as Chair. Lamar Lee was elected Vice Chair. It was a very great, informative meeting. Guilford County had successful kickoff to the America 250 celebrations. Jamestown will be submitting items to be included in a time capsule as part of the celebration.

- Guilford County Sheriff's Department Report- Deputy Drummond reported that in February, Jamestown had 12 reports (1 theft of property, 2 assaults, 2 frauds, 1 trespassing, and 6 other calls). Deputies handled 77 calls for service and 105 self-initiated calls, conducted 50 traffic stops, and issued 5 citations in Jamestown. With an average response time of 5 minutes 50 seconds and an average reaction time of 5 minutes 30 seconds. He also noted that fraud cases are increasing and reminded residents not to respond to unexpected texts or pay anyone via Green Dot, Bitcoin, Western Union, or other non-traditional methods.

Old Business-

- Public Hearing for a rezoning request for the properties located at 207, 209, 301 West Main St. from MS and the property located at 305 West Main St. from C/MST to CZ-R/MST – Planning Director José Colón presented the rezoning request for 207, 209, 301 West Main St. and the property located at 305 West Main St. which would change the properties from Main Street and Commercial Main Street Transitional to Conditional Zoning-Residential Main Street Transitional (CZ-R/MST). He explained that three of the lots are vacant and one contains the Frazier House, previously used for retail, and that the site is bordered by single-family residential and various commercial/civic districts. The request is a "down-zoning" from commercial to residential, limiting the use to multifamily and related accessory uses, with a maximum of 138 dwelling units.

  Mr. Colón outlined key conditions: primary vehicular access from Lennox Drive (subject to NCDOT review), a required crosswalk across West Main Street, mansion/manor-style residential buildings fronting West Main that are designed to resemble large single-family homes (including farmhouse, Dutch colonial, or Quaker architectural styles),

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cementitious siding as the primary exterior material, and no surface parking in front of those Main Street–fronting buildings. Interior buildings would be limited to three stories; the Main Street buildings could also be up to three stories, but any third story would be treated architecturally like an attic or similar single-family-style upper level. The plan also calls for a hardscaped and planted plaza between the two manor buildings along West Main, a courtyard arrangement for the main buildings with clubhouse and pool in the center, and planting yards on the east and west property lines.

He reviewed the concept plan showing mansion-style buildings close to West Main with the larger three-story building set back toward the interior, a main access on Lennox Drive, and a secondary access on West Main. He noted that the site has two future land use designations: West Main and Town Center-- and read from the Comprehensive Plan descriptions, emphasizing that both support a mix of residential and compatible uses, walkability, and buildings close to the street with parking behind. He tied the request to several Guiding Principles in the Comprehensive Plan (1,2 &10), including facilitating high-quality, compatible growth near downtown and providing a range of housing types.

Mr. Colón summarized the Traffic Impact Analysis (TIA) dated February 25. 2026, which was prepared in coordination with the Town of Jamestown and NCDOT. The proposed development is projected to· generate approximately 960 daily trips, including 66 trips during the AM peak hour and 80 trips during the PM peak hour. The study evaluated key intersections along W. Main Street, including Forestdale Drive/Lennox Drive, Potter Drive, Ragsdale Road/Dillon Road (SR 1334), and the proposed site access. The analysis determined that all study intersections are projected to operate at acceptable Levels of Service under existing, future no-build, and future build conditions. The TIA concludes that no off-site roadway improvements are recommended to mitigate traffic impacts associated with the proposed development.

Finally, Mr. Colón reported that the Planning Board had recommended denial and read their consistency statement, which found the proposal inconsistent with the Comprehensive Plan and unreasonable due to concerns about scale, intensity, compatibility, and timing. However, he stated that staff and the Technical Review Committee continued to support the rezoning, believing it to be consistent with the Comprehensive Plan, an appropriate residential down-zoning for the corridor, and a context-sensitive project given the conditions and design features negotiated with the developer.

Council Member Glanville asked for Mr. Colón to explain down zoning. Mr. Colón explained that "down zoning" in this case means changing the properties from commercial districts (Main Street and Commercial Main Street Transitional), which allow a wide range of by-right commercial uses, to a residential district (Conditional Zoning-Residential Main Street Transitional), which permits fewer, less intensive uses-essentially limiting the site to multifamily residential and its accessory uses.

Mr. Sterling Kelly, CEO of Berkeley Communities, introduced his company as a local, long-term owner-operator of people-centered multifamily communities and emphasized

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their existing 15-year investment in Jamestown through the transformation of Jamestown Village into Courtyard Commons. He noted that Berkeley is already expanding locally by completing the previously stalled Lenox Square condominium project with two additional buildings, and that in 2025 they assembled contracts to purchase the four West Main parcels because of their strategic location near Town Center. Kelly said their goal is to create a walkable neighborhood that fits Jamestown's small-town character and becomes a visible asset to the community, and he highlighted that the current proposal has been shaped by community input gathered through public meetings.

Ms. Amanda Hodierne, representing the applicant, outlined the rationale for the rezoning request and emphasized that the proposal is a conditional "down-zoning" from commercial to residential, designed to fit the site's unique context near Town Center, existing multifamily, single-family neighborhoods, and civic uses. She explained that the project has been shaped by the Town's Comprehensive Plan, bicycle and pedestrian plan, and general planning principles such as walkability, connectivity, and compatible land use patterns, and that conditions are being used to curate building form, architecture, access, and public features like the crosswalk and plaza. Ms. Hodierne described the evolution of the plan through two community meetings and interactive design work with Stemmel Design. She stated that Berkeley is seeking to add residents who can support nearby businesses while respecting Jamestown's character, and noted that a full traffic impact analysis was completed to confirm the street network can safely accommodate projected trips.

Mr. John Davenport, Traffic Engineer, summarized the Traffic Impact Analysis for the proposed West Main multifamily project, explaining that the study was done under NCDOT and Town standards and examined AM, school dismissal, and PM peak hours. He said the project is expected to generate about 960 daily trips, with peak-hour volumes not large enough to cause significant delays, and that all studied intersections would continue to operate at acceptable levels. Mr. Davenport noted that traffic would be split between two site accesses, that no reduction was taken for potential walking trips (making the study conservative), and that volumes on West Main have actually decreased since the bypass opened. He added that some existing by-right uses, such as a gas station with convenience store, would generate several times more traffic than the proposed apartments, meaning denying the rezoning would not eliminate the possibility of higher-traffic development on the site.

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

- Victoria Delgado- a Jamestown resident of about five years, spoke in support of the proposed West Main development, saying she was drawn to Jamestown's downtown charm but has seen several small businesses close due to low traffic. She believes a well-designed new residential project downtown would bring more customers, strengthen existing businesses, attract new ones that appeal to young families, and add positively to the area's character near the library and local shops.

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- Greg Pittman- owner of Kindred Coffee, spoke in favor of the West Main rezoning, stating that downtown businesses are struggling with low customer traffic and that residential growth must precede commercial growth. He said the proposed development is thoughtful and intentional and praised Berkeley's track record at Courtyard Commons. He recommended approval as a way to support and stabilize Jamestown's business community.

- Heather Crosser- Courtyard Commons Community Manager, spoke in support of the proposed West Main development, saying she is proud to work for Berkeley Communities after prior negative industry experiences and believes the company operates with integrity. She stated her satisfaction with the existing Jamestown community and said that the proposed project would be a great addition to the Town.

- Wendy Williams- a Courtyard Commons resident for seven years, spoke in favor of the proposed development, saying she loves living in Jamestown and believes the new project would be an excellent addition to the community.

- John Capes- Planning Board Vice Chair and a 23-year Jamestown resident, spoke in strong support of the West Main rezoning, calling it a strategic, well-prepared investment that would benefit both the Town and its businesses by bringing roughly 130 new households within walking distance of downtown. He noted that local businesses report lower traffic since the bypass opened, argued this project is a good solution to that problem. He noted Berkeley's past work transforming Courtyard Commons, and emphasized the developer's willingness to collaborate on sidewalks, traffic study, and conditions as evidence the project aligns with Jamestown's people, process, and long-term plan.

- Robert Garland- a Planning Board Member, stated that he voted against recommending the West Main rezoning not because of the developer or design quality, but because he believes the site should be reserved for a future mixed-use, vertically integrated project (with commercial on the ground floor and residential above). He sees this as more in line with his long-term vision and the Comprehensive Plan's emphasis on walkable, mixed-use downtown development.

- Stafford Kelly- of Berkeley Communities read into the record a letter from Spencer Bennett of Meridian Realty Group expressing strong support for the proposed West Main residential development. Bennett wrote that, based on his 15 years of retail brokerage experience in downtown Jamestown, the project would be a timely investment that creates a concentrated, walkable customer base, boosts year-round foot traffic, stabilizes and grows local retail revenues, reduces vacancies, broadens the customer mix, and generates broader economic benefits through new tax base, jobs, and support for local services- framing approval as a vote for stronger local business and a more vibrant downtown, not just additional housing. Stafford Kelly also noted that he had a second written statement from another person who could not attend, which likewise expressed support for the proposed West Main residential development.

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- Rich Salyards- opposed the project, citing the Comprehensive Plan language about building height limits and strong survey feedback against more apartments. He stated that Jamestown is already adding a large number of multifamily units elsewhere. He also expressed serious concern about additional traffic cutting through surrounding neighborhood streets near Jamestown Elementary, calling it unsafe to add that many new trips in front of the school.

- Stan Calvarese- stated he and many of his neighbors on Forestdale and Potter oppose the rezoning. He cited heavy, daily train noise as a major concern, noting that trains frequently pass at all hours and he doubts residents could live comfortably that close to the tracks; he also worries about how the project would affect the neighborhood over the next 20 years.

- Lisa Paul- opposes the rezoniug because Lennox Drive connects directly to her street and she believes 138 units would significantly increase traffic on Forestdale. She said she values Jamestown's existing walkability without additional apartments here and questioned whether the sparsely attended community meetings reflected broader neighborhood concerns.

  In rebuttal, attorney Amanda Hodierne said the Comprehensive Plan is a broad branding document and that this project should be evaluated on how it adds other pieces to the Town's goals rather than as a zero-sum comparison with other apartment projects. An example of this is that the development would fill a key sidewalk gap between Town Hall and City Lake/Walgreens and add a safe crosswalk connecting the north-side neighborhood to the south side of West Main. Proximity to the railroad is manageable with modern building standards and is not a fatal flaw for multi-family. Lastly, the traffic study, conducted to NCDOT and Town standards, shows increased traffic would be distributed and remain within acceptable, non-hazardous levels.

  Mayor Dickenson opened the floor to the Council for discussion.

  Council Member Burgess stated that while they believe Berkeley has done a good job and like the updated design, she opposes the rezoning due to concerns about cumulative development, infrastructure capacity, and long-term sustainability. She stated that four significant residential projects are already underway in Town and stated that her priority is ensuring the Town can manage services and growth for those communities; absent those existing developments, she would likely support this project.

  Council Member Westmoreland stated that he had carefully reviewed the proposal and Berkeley's track record and supported the rezoning. He emphasized the benefits of adding residents within walking distance of downtown to support businesses, noted the project fits the Conditional Zoning-Residential Main Street Transitional district and aligns with the Comprehensive Plan, and expressed concern about what could be built by right on the site if the rezoning were denied.

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Council Member Glanville also supported the rezoning, highlighting Berkeley's collaborative approach, willingness to accept conditions, and community engagement. She stressed that the Council's role is to judge consistency with the Comprehensive Plan and she finds the project consistent with the Guiding Principles. She added that the current commercial zoning allows more intensive uses (including drive-throughs) without Council approval. She stated that the development would significantly increase the tax base to help fund major water and infrastructure needs while keeping rates stable.

Council Member Gibson opposed the rezoning, saying the decision was difficult because there are many positives in the project, including the developer's cooperation and the detailed traffic study. However, he expressed concern about the overall pace and scale of growth in Jamestown, noting that when current projects are included, the Town could nearly double its number of dwelling units in a short period. He questioned whether the Town can adequately manage and serve that level of growth and concluded that, for now, he could not support adding this additional multifamily project.

Council Member Burgess made a motion to deny the proposed zoning amendment. Council Member Gibson made a second to the motion.

Roll Call Vote – Mitchell took roll call vote as follows:

Council Member Glanville	Nay
Council Member Gibson	Aye
Council Member Burgess	Aye
Council Member Westmoreland	Nay
Mayor Dickenson	Aye

The motion passed by a 3 to 2 vote, with Mayor Dickenson breaking the tie.

Council Member Gibson made a motion that the proposed zoning amendment be rejected based on the following:

1. The Town Council finds that the proposed zoning amendment is inconsistent with the comprehensive plan because: it does not sufficiently align with the development pattern and intensity envisioned for this portion of Wes Main Street.

AND/OR

2. The proposed zoning amendment is not reasonable. The Town Council considers the proposed zoning amendment to be unreasonable because:

A. The Council further finds that the proposed zoning amendment is unreasonable because: because the scale and intensity of development may not be compatible with surrounding uses or supportive of the area's existing character.

AND/OR

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3. The proposed zoning amendment is not in the public interest. The Board considers the proposed zoning amendment to be against the public interest because:

A. The Council further finds that the proposed zoning amendment is against the public interest because: the proposal may not promote the orderly and coordinated growth anticipated for this corridor at this time.

Council Member Burgess made a second to the motion. The motion passed by a 3 to 2 vote, with Council Member Glanville and Council Member Westmoreland voting in opposition and Mayor Dickenson breaking the tie.

- Consideration of award of contract to the lowest, responsive, responsible bidder for the East Main Street Sidepath Project- Paul Blanchard stated that one bid for the Jamestown Sidepath Project on E. Main Street was received on February 17, 2026 at 2:00 pm, which was a re-bid due to an insufficient number of bids at the first scheduled bid opening. This project was identified in the "Jamestown Comprehensive Bicycle & Pedestrian Plan" in 2023. This project will complete a loop around a large part of Jamestown, in addition to connecting four schools to the sidewalk system. The project is funded by the American Rescue Plan Act. The project needs to be completed and reimbursements requested by December 31, 2026. We received a bid from Atlantic Contracting Company, Inc. in the amount of $1,791,501.00, which compares well with the original project estimate of $1,769,000. We request that the Town Council award the contract to the lowest responsive, responsible bidder, Atlantic Contracting Company, Inc. in the amount of$ 1,791,501.00. This multi-modal transportation project is included in the 2025-2026 Capital Improvement Projects list.

  Council Member Glanville made a motion to award the contract to the lowest, responsive, responsible bidder, Atlantic Contracting Company, Inc., in the amount of $1,791,501.00 for the East Main Street Sidepath Project. Council Member Westmoreland made a second to the motion. The motion passed by a unanimous vote.

Public Comment –

- Kathryn Billings thanked the Mayor and Council for meeting with her individually and for their professionalism and demeanor during the meeting, noting that although disagreements are inevitable, she was pleasantly surprised by how respectfully they handled differing views and public comments. She recognized their patience with residents who may not know protocols and encouraged them to maintain the positive attitude she believes is important to the Town.

Closed Session per G.S. 143-318 to discuss a personnel matter- Council Member Gibson made a motion to go into closed session per G.S. 143-318 to discuss a personnel matter. Council Member Glanville made a second to the motion. The motion passed by a unanimous vote.

----------Closed Session----------

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

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

The meeting ended at 7:53 pm.

_____
Mayor

_____
Town Clerk

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval & Sealing of the March 17th Closed Session Minutes

AGENDA ITEM #: II-C

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

The Town Council went into closed session per G.S. 143-318 to discuss a personnel matter on March 17th.

Staff recommends that Council approve and seal the minutes from the March 17th regular meeting.

ATTACHMENTS: None

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED:

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of the March 19th Budget Work Session Minutes **AGENDA ITEM #:** II-D

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026 **ESTIMATED TIME FOR DISCUSSION:** 0 Minutes

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

SUMMARY:

Minutes from the March 19th Budget Work Session

ATTACHMENTS: Minutes from the March 19th Budget Work Session

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

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Council Member makes a motion to approve/amand the consent agenda. Council Member makes a second to the motion. Then vote.

FOLLOW UP ACTION NEEDED: Approved minutes will be posted on the Town's website.

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Budget Work Session
March 19, 2026
10:00am in the Civic Center
Minutes & General Account

Council Members Present – Mayor Dickenson, Council Members Burgess, Glanville, Gibson, & Westmoreland

Council Members Absent- none

Staff Members Present: Matthew Johnson, Faith Wilson. Rebecca Ashby, José Colón, Paul Blanchard, Scott Coakley, & Robert Brown, Town Attorney

Visitors Present: Charles Habliston, David Cheatwood, Jackson Harrell & Chad Cowan

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

Introduction to Budget Work Session- Town Manager Matthew Johnson opened the second budget workshop for the upcoming fiscal year. He explained that the workshop would shift from broad priorities discussed in January to more specific projects and investments, with Council providing policy direction to guide staff in refining the proposed budget. He emphasized that the work is grounded in the Strategic Plan adopted at the January workshop.

Mr. Johnson addressed community concerns about the recent Guilford County property revaluation, clarifying that the County's budget and tax decisions are separate from the Town of Jamestown's, and that each jurisdiction has different costs and responsibilities. He explained the concept of a revenue neutral tax rate and noted that, due to Jamestown's contracts with the Guilford County Sheriff's Office and Pinecroft Sedgefield Fire Department, adopting a strictly revenue-neutral Town rate would not allow the Town to meet its financial obligations or maintain expected service levels.

He reported that, based on the revaluation, the Town currently estimates just under $2 million in additional property tax revenue. Mr. Johnson highlighted upcoming capital needs including fire station renovation, purchase of an additional garbage truck, and restroom improvements at Wrenn Miller Park, and stated that staff strive to use funds efficiently because it is the community's money. He stated that the Town's fund balance (savings) is healthy and provides a cushion for capital projects and emergencies, and that it must continue to be maintained for resilience against events such as severe storms.

Mr. Johnson outlined personnel recommendations of a 3% cost-of-living adjustment and a 0–3% merit increase based on performance, with no new staffing proposed at this time, though a possible Public Information Officer position will be discussed. He emphasized the strain on organizational capacity due to many ongoing projects and daily operations, and said the discussion would help staff understand which priorities Council views as most important.

He stated that staff's goal is a balanced budget that advances key capital projects while using debt strategically for large, long-term investments, and that staff are also exploring options for potential tax relief while maintaining fiscal strength. He stated that some inputs, such as updated

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insurance and utility costs, were still pending and will be incorporated when available, and that sales tax revenues are expected to remain relatively flat.

Mr. Johnson reviewed the budget timeline which includes staff bringing an updated budget at a workshop on April 23 at 5:00 p.m.; the recommended budget will be presented at the May 19 Council meeting, which will serve as the first Public Hearing; an optional workshop is scheduled for May 28 at 10:00 a.m.; and the final budget hearing and adoption are scheduled for the June 23 Council meeting. He reminded Council that the budget is adopted by ordinance at the departmental level, not line by line. Mr. Johnson encouraged residents with questions about the budget to contact Town Hall or Council Members. He then turned the meeting over to Finance Director, Faith Wilson to present the financial overview and proposed budget with respect to the Capital Improvement Plan (CIP).

Discussion of the 3036/27 Fiscal Year (FY) Capital Improvement Plan (CIP)- Ms. Faith Wilson opened the budget discussion for FY 2026–2027, stating she looks forward to collaborating with Council and reminding them that ad valorem (property tax) is the main General Fund revenue source, while water/sewer are funded by separate user-fee-supported enterprise funds.

She emphasized that sustainable growth with a reasonable tax rate comes from expanding the tax base; without growth, a community risks stagnation and becoming less attractive to residents and investors. Growth, however, requires strong and sometimes unpopular leadership decisions.

Drawing on prior experience, Ms. Wilson expressed the importance of a healthy fund balance. Once a fund balance falls below policy thresholds, rebuilding it takes time, discipline, and sustained commitment.

She explained that taxes should not subsidize specific services. As an example, sanitation costs about $37 per household per month, but the Town charges $15; roughly two cents of the property tax rate is effectively subsidizing sanitation, raising equity concerns, especially for those who do not use the service but still contribute to property taxes.

Ms. Wilson stressed that municipal governments face inflation and rising operating costs like everyone else, and that her responsibility is to keep the Town fiscally sound by carefully accounting for every dollar. She stated that department directors share this commitment, and that staff approach the budget conservatively and responsibly.

Since becoming Finance Director, she has focused on improving Council and staff support during the budget process, including recognizing that the Town had never done a comprehensive water and sewer rate study. With recent tax base growth and East Side/PTRWA expansions, she felt it was the right time to evaluate rates.

The Town engaged Raftelis to conduct the water/sewer rate study to ensure high-quality service, proper maintenance, and planning for future expansions. Ms. Wilson sought a more effective and cost-efficient budget model for long-term planning.

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The Town selected First Tryon Advisors for a five-year financial forecasting model that provides both software and expert guidance. Their expertise and the role they will play through the current budget cycle and beyond.

She stated that staff are seeking Council's guidance on key capital improvement projects in the General Fund, including: Oakdale (Phases 1, 2, 3), the downtown Main Street study, and Advanced Metering Infrastructure (AMI) for water and sewer.

Ms. Wilson explained that departmental capital improvement requests have been submitted for FY 2026–2027 and five years and beyond, and that staff also need direction on two policy areas: personnel (specifically whether to fund a Public Information Officer position beginning in FY 26–27) and the level of funding for the sheriff's contract.

Ms. Wilson reviewed the General Fund CIP document, explaining that she met with department heads in February to identify needs for FY 26–27 and for the five-year horizon. She updated the CIP for both the General Fund and the water/sewer fund. She described the top portion of the General Fund CIP as current capital projects already in progress, such as the sidewalk connectors, which are expected to be completed by December 31 and are largely funded via grants or previously appropriated funds, including Oakdale Sidewalk Phase 1 funded in the current year.

The fire department building project is listed in FY 27–28 as an estimate pending architect input and may be adjusted in timing and cost once more information is available.

The lower portion of the General Fund CIP (items 11–59) reflects capital needs identified by department heads for operational support in FY 26–27 and beyond. Ms. Wilson stated she respects the directors' assessment that these items are needed to operate efficiently and effectively and is bringing them forward for Council's consideration and prioritization.

She highlighted that paving occurs every other year and that approximately $440,000 has already been built into the coming fiscal year budget for paving, both to satisfy Powell Bill funding requirements and to address identified street conditions; she characterized this as an important and necessary item.

On the solid waste truck, she noted it is one of the larger General Fund capital requests. In coordination with Town Manager Johnson and Public Services, she explained that there is a development agreement under which, after the first 100 new homes, the developer will reimburse the Town up to $235,000 for a trash truck purchase.

The current trash truck estimate reflects a quote provided to staff, and noted that costs have risen since an earlier truck purchase. She suggested that rather than fully funding the truck from fund balance, Council may want to consider installment financing for part of the cost, especially given the reimbursement provision.

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She reminded Council that some of the projects in the lower section of the CIP are placed in the five-years-and-beyond category and are not expected to be funded in the near term; they are listed to keep them on the Town 's radar for future planning.

Council Member Westmoreland asked that the CIP be broken down into what must be done in the next fiscal year versus what could be deferred, citing residents' concerns about cost of living and the need for clear prioritization. Ms. Wilson agreed to work with department heads, and Town Manager Johnson reiterated that department requests in the CIP reflect genuine operational needs rather than "wish list" items, but confirmed staff will help Council sort by urgency.

The conversation then centered on the Oakdale sidewalk projects (Phases 1–3). Council Member Westmoreland questioned whether the CIP amounts represented total project costs or just the Town's share under NCDOT grants. Town Manager Johnson and Public Services Director, Paul Blanchard, explained that the amounts come from older NCDOT grant estimates and likely need updating. They outlined two options: (1) constructing all three phases under a locally managed project for roughly $1.5 million, allowing quicker completion; or (2) using NCDOT's 80/20 grant process, with a total project cost just over $2 million but an estimated Town share of about $400,000, at the cost of additional state oversight, testing, and roughly a one-year longer schedule. They noted that the three phases were designed as separate projects but could be combined for bidding, and that the Town recently lost an Assistant Public Services Director with DOT experience, so staffing for a DOT-administered project will need attention.

Council Member Westmoreland recommended continuing with the state/federal grant route to take advantage of the 80/20 match and reduce the Town's direct cost by approximately $1.1 million, even though it will take longer. Other Council Members generally agreed that cost savings justify the extended timeline. There was consensus to proceed down the NCDOT/grant path, with staff to confirm updated costs, the Town's match, and timing and report back, ideally at the April workshop.

The discussion also touched on street funding. Council Member Westmoreland asked how the motor vehicle fee is used. Ms. Wilson and Manager Johnson explained that the fee (about $110,000 annually) is dedicated to paving and resurfacing per prior Council direction and is combined with Powell Bill funds (around $127,000) to support resurfacing contracts every other year. Mr. Blanchard noted that typical paving contracts of $300,000–$500,000 resurface about one to one-and-a-half miles of streets, depending on asphalt prices, and that a pavement condition study guides which streets are selected. Council Member Westmoreland suggested the Town should communicate more clearly that the vehicle fee directly supports street maintenance rather than general operations. Staff agreed and reiterated that residents may contact Town Hall with questions.

In summary, Council directed staff to:
(1) Refine the CIP to distinguish required versus deferrable projects,
(2) Move forward with the NCDOT/80-20 grant approach for Oakdale sidewalks and return with updated cost and timing information, and
(3) Continue to clearly link and communicate how the motor vehicle fee and Powell Bill revenues fund the paving program.

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Council Member Glanville asked about the Johnson Farm subdivision and whether the Town will collect more property tax as homes are built and sold. Ms. Wilson explained that, yes, as lots are developed and homes are sold, assessed values increase and generate more tax revenue. She and Town Manager Johnson noted that this expected growth has already been built into the Town's financial model, using phasing information provided by DR Horton and other developers; the model estimates when groups of homes will come online and assigns assumed values to them.

Questions around the impact of property owners appealing their new assessed values were asked. Ms. Wilson said that Guilford County has indicated that, historically, appeals result in an overall reduction of about three percent from the initial valuation figures, and she will remain in regular contact with the tax department to get updated information and incorporate it into the model. Council Member Glanville observed that many residents are likely to appeal. Attorney Rob Brown described the appeal process, explaining that most appeals go first to the Board of Equalization and Review and only a small number result in changes unless there are clear errors. He noted that more complex appeals can eventually go to court in Wake County, but those cases take time and are relatively rare. When asked whether taxes are billed on the new or old valuation while an appeal is pending, Brown said that, in his experience, taxes are generally billed on the new value unless, and until, a court or board changes it, and that he has not typically seen appeals resolved quickly enough to affect the initial billing cycle.

Council held a discussion about whether to add a new position related to communications and/or public records management. Members and staff noted that the Town Clerk is the official custodian of public records but that large, complex, or numerous records requests place a significant burden on existing staff and the Town Attorney. Some Council Members also expressed concern that accessing certain records (such as older ordinances, land use tables, and budget amendments) can be difficult for both officials and the public, and that the Town should improve transparency and ease of access.

Town Manager Matthew Johnson distinguished between two potential roles:

1. Public Information Officer (PIO): a position focused on external communications, including media relations, social media, website content, press releases, and general public outreach and branding. Council Members noted that such a role could help better promote the Town and support downtown businesses, and relieve other staff from ad hoc communications tasks. Town Manager Johnson estimated that a PIO position, including salary and benefits, would likely be on the order of $90,000 or more, noting that larger jurisdictions (such as Greensboro) pay higher amounts for director-level communications roles.

2. Deputy clerk or similar records-focused position: a role that would support the Town Clerk with records management, preparation and retention of minutes and official documents, and processing and organizing responses to public records requests.

Council held a discussion about public records requests, transparency, and staff workload. Members noted that while the Town Clerk is the official custodian of records, large and frequent public records requests—especially those seeking "any and all" emails, texts, drafts, and related

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documents from multiple staff—place a heavy burden on staff and the Town Attorney. The Mayor reported difficulty themselves in obtaining certain records, such as older versions of ordinances, land use tables, and budget amendments, and expressed concern that this may discourage residents from seeking information.

Town Attorney Brown described the current process: requests are logged by the Clerk, routine requests are handled quickly, and broad or complex requests require extensive searching, compilation, and legal review for privilege and redaction. Under the Town 's policy (adapted from a state model and posted on the website), the first four hours of staff time are free; beyond that, staff time may be billed to the requester, but attorney time cannot be recovered and is paid entirely by the Town. Multiple related requests can be treated together when applying the four-hour threshold. Mr. Brown gave examples of extremely broad requests that have already cost the Town significant staff and legal time.

Council discussed whether the Town should invest in better systems or staffing for records and communications. Ideas included exploring a public-facing records portal, improving how documents are organized on the website, and possibly adding a Public Information Officer and/or deputy clerk/records role to help manage requests and make information more accessible. There was general agreement that transparency and public access to records are important, but that the Town must also manage costs and staff capacity. No changes were made at the workshop; instead, the existing Public Records policy was emailed to Council for review, and staff were directed to bring back draft position descriptions and cost estimates for possible new roles to support communications and records.

Council did not take formal action to create a position but directed staff to:
(1) circulate the current public records policy; and
(2) prepare draft job descriptions and estimated total compensation for both a Public Information Officer and a deputy clerk/records support role, so Council can evaluate options at a future meeting.

Council Member Burgess expressed concerns about the condition of the golf course bunkers, noting that they have not been replaced since the course opened in 1972 and that staff are having to cut out exposed liner fabric and remove contaminated sand, which creates safety and playability issues. Photos of the bunkers were requested to be sent to Council and Members were encouraged to visit the course to see the damage firsthand.

Mr. Scott Coakley explained that bunker systems typically bave a 15–20-year lifespan and that Jamestown's bunkers are far beyond that. He described how the underlying fabric is coming to the surface, forcing staff to cut it out and remove sand, which in turn accelerates deterioration. He also noted that after rain events, water stands in the bunkers and must be pumped out to make them playable. Mr. Coakley outlined a concept to address the problem by pursuing a Land and Water Conservation Fund grant to help fund a comprehensive renovation of both bunkers and tee complexes, with the Town providing a matching contribution.

Discussion regarding the Water and Sewer Rate Study Findings- Ms. Wilson introduced the water and sewer CIP, explaining that the top portion lists are ongoing or committed projects with

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the City of High Point (East Side expansion and related work). She noted that many of the FY 2026 line items reflect projects High Point is currently constructing and will bill Jamestown for in the next fiscal year, so some costs appear in two years (one for when the work is done, one for when Jamestown is invoiced). She flagged the Riverdale pump station as a large future item, with a preliminary estimate of about $19.5 million total; Jamestown's share and financing approach will be clarified in coordination with High Point, and the timing may be several years out. Ms. Wilson stated that the Town has been building up water/sewer reserves to pay for parts of these projects in cash and to reduce reliance on new borrowing.

She then described the Town's planned contribution to the Piedmont Triad Regional Water Authority (PTRWA) expansion: an estimated 20 percent down payment of about $1.8 million from existing reserves, with the remaining share (roughly $9 million, using conservative placeholder numbers) to be financed through PTRWA. Ms. Wilson reiterated that prior Councils intentionally grew the water/sewer fund balance and a separate capital reserve for East Side work so the Town would be in position to fund these obligations when they come due. Council members asked clarifying questions about how often staff coordinate with High Point, how estimates are developed, and how system development fees and reserve funds can legally be used, and Ms. Wilson and Mr. Blanchard, explained that some reserves are restricted (e.g., system development fees for capacity-related projects) while others are more flexible.

Mr. Chad Cowan and Mr. Jackson Harrell, consultants from Raftelis, presented a comprehensive water and sewer rate study and five-year financial forecast. They explained that the study builds a detailed financial model of the utility by combining operating expenses, capital needs from the water/sewer CIP, and existing plus anticipated debt service. For FY 2026, utility operating costs are budgeted at approximately $4.6 million, up from about $3.6 million actual in FY 2025, largely due to higher personnel costs and assumed increases in purchased water tied to the upcoming Piedmont Triad Regional Water Authority (PTRWA) expansion; operating costs were then projected to grow 3–5 percent per year depending on category. The model incorporates current debt (which drops some around FY 2029) and new debt expected for major projects, including PTRWA expansion, advanced treatment/residuals work, and the Riverdale pump station. On the revenue side, Raftelis projected about 1,500 additional water/sewer accounts over the next seven years (roughly 187 per year), mainly from new subdivisions such as the DR Horton project, and estimated a typical new residential customer will use around 4 CCF per month, producing overall system usage growth of roughly 3.1 percent annually for water and 1.6 percent for sewer. Their "no rate change" financial plan showed that, over time, costs (operations, debt, and planned cash-funded capital) would outpace revenues, causing utility fund balance and debt service coverage to decline below desired levels.

The consultants highlighted a structural imbalance between the utilities: water-related costs currently account for about 45 percent of total utility costs, but water revenues contribute only about 22 percent of total revenues; sewer revenues, particularly from the Adams Farm sewer agreement with Greensboro, are subsidizing water operations. They reviewed the current rate structure (a tied volumetric rate with a 2-CCF minimum, out-of-Town multipliers, and a special Adams Farm differential) and explained that under the existing Adams Farm arrangement Greensboro bills customers at its own sewer rate (about $5.27/CCF) but pays Jamestown a higher per-unit amount (about $10.28/CCF), resulting in Greensboro effectively losing roughly

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$1 million per year and Adams Farm revenues making up about one-third of Jamestown's total utility revenues. Town staff added historical context, noting the agreement dates to the mid-1980s and has become more imbalanced over time as rates changed, and that Greensboro has already constructed a new pump station redirecting about 400 Adams Farm residences off Jamestown's system (reducing served homes from roughly 2,700 to 2,300) in coordination with Jamestown to avoid operational problems. Both cities recognize the need to rebalance the agreement; because Raftelis advises both jurisdictions, they are working on a multi-year "glide path" to more equitable rates rather than a single abrupt change.

To address these issues and support the capital program, Raftelis recommended a rate strategy centered on water-only increases, leaving sewer rates unchanged. Without any additional initiatives, they advised that annual water rate increases on the order of about 7.5 percent for several years would be needed to align water revenues with water costs, maintain adequate reserves and debt coverage, and accommodate phased adjustments to Adams Farm revenues. They also presented an option to implement advanced metering infrastructure (AMI), which would replace about 1,900 aging water meters (already near or beyond their useful life) and add a customer portal for tracking usage and detecting leaks. Under staff's proposed approach, the AMI project would be paid for up front from existing water/sewer reserves and then "repaid" over five years via a modest additional rate component; Raftelis recommended adding roughly 3 percent per year on top of the 7.5 percent water-rate increases for five years, for a total of about 10.5 percent annual increases on water while leaving sewer unchanged. They showed that, for a typical residential customer using 6 CCF per month, this would raise the combined water and sewer bill by about 4.1 percent, or roughly $2.74 per month in the first year, and that even with these adjustments Jamestown's typical residential bill would remain in the lower to mid-range compared to neighboring utilities based on a regional comparison chart.

Council Members asked a number of clarifying questions. They inquired about the origin and terms of the Adams Farm agreement, how many accounts are still being served, and the risk that Greensboro could further reduce flows; staff reiterated that both parties are negotiating toward a phased rebalance that protects Jamestown's financial position while recognizing Greensboro's concerns. Council asked whether increases would apply to sewer customers; Raftelis confirmed that no sewer rate increases are proposed because sewer revenues already exceed sewer costs under the forecast. Questions were also raised about timing and necessity of meter replacement if AMI is not pursued; staff noted that many meters are at or near the end of their useful life and will need to be replaced regardless, with AMI providing improved customer service and leak detection capabilities. No formal decisions on rate changes or on whether to proceed with the AMI project were made during the workshop; the presentation was informational, and Council will consider the recommendations in conjunction with the broader budget and capital planning process. Staff and consultants committed to refining rate scenarios (with and without AMI) and integrating them with the updated CIP and interlocal negotiations for future Council review.

Consultants and staff explain that Jamestown currently enjoys very competitive water/sewer rates compared to similar-sized systems, and that over time Jamestown's and Greensboro's rates for Adams Farm customers drifted apart despite starting at parity. The Town is working with Greensboro's in-house legal team to create a new agreement that establishes a specific "Greensboro–Adams Farm" rate and a mechanism to keep those rates aligned each year, while

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ensuring both utilities are made whole. Council members clarify that this Adams Farm arrangement should not change in-Town customers' sewer rates; instead, sewer rates for Jamestown customers are expected to remain flat over the forecast period, while a 10.5% water rate increase is recommended if the Town proceeds with an AMI (advanced metering) project. Staff and consultants emphasize that this combined approach yields a smaller overall utility bill increase than customers have seen in the past decade, while providing modern meter technology, better usage data, leak alerts, and an online customer portal. Some Council Members express strong support for the AMI project and request a clear explanation and demonstration of the technology to help "sell" it to ratepayers.

Next the long-standing contract with the Guilford County Sheriff's Department was discussed, under which Jamestown is the only municipality in the County that purchases additional 24/7 dedicated coverage. The sheriff's office now estimates the annual cost at roughly the mid-$600,000 range, up sharply from the historic $500,000 level, due to salary and benefit increases and their internal cost model. Town Attorney Brown described years of difficult negotiations, noting disagreements over how costs are calculated, how Jamestown's County tax contributions are accounted for compared to other towns that do not pay for extra coverage, and the lack of detailed answers from the County on those questions. Mr. Brown explained that the Town budgeted $500,000 last year but is being billed at the higher estimated level, which will likely require a true-up budget amendment from fund balance. The Council discussed the competing priorities: maintaining a strong relationship with the sheriff and a perceived high level of public safety, honoring citizen survey feedback that values 24/7 coverage, and exercising fiduciary responsibility to taxpayers. They discussed whether to hold the line at $500,000 and accept reduced coverage, or to budget closer to the sheriff's full estimated cost while continuing to press for better information and potentially adjusting service levels later. There is consensus that deliberate under-budgeting is not sound practice and that staff are ultimately directed toward conservative budgeting around the higher estimate.

Planning Director, José Colón, described an RFQ already issued for a Main Street Corridor Study, and Council Members expressed a desire to expand this into a broader downtown /Main Street area plan that includes land use, design guidelines, and a clearer visual and regulatory vision for historic Main Street and how it connects to other segments of Town. They discussed structuring this as a phased effort, starting with transportation, then adding a more detailed land-use and urban design component, and the importance of choosing a consultant capable of handling both. Economic development and communications were discussed, with Mr. Johnson suggesting that external partners (such as Jamestown Business Association) may be better suited for recruitment and promotion, while a future communications role could help with marketing, social media, and public engagement.

Discussion regarding Financial Model- First Tryon Advisor, Charles Habliston introduced a comprehensive Excel-based capital planning model the Town can use for long-range financial and budget decisions. He explained that First Tryon serves as Jamestown's municipal/financial advisor in two key ways: (1) pre-planning—helping the Town test different combinations of operating costs, capital projects, tax rates, and fund balance targets before decisions are made; and (2) debt financing—helping structure and place future borrowings (like for a fire station or equipment) on the most favorable terms. The model integrates the general fund and water/sewer

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fund, including existing budgets, the sheriff's contract, capital projects (e.g., Oakdale, roads, Main Street corridor study, trash truck, golf course bunkers), and new development (DR Horton and Windsor Homes), and it projects their impact on revenues, expenses, debt service, and fund balance over at least five years.

Mr. Habliston reviewed the model using preliminary budget numbers from staff and assuming a revenue-neutral property tax rate of about 48.7%. Mr. Habliston showed that, once you add higher ongoing costs like the sheriff's contract, plus selected capital projects, a strictly revenue-neutral rate is likely not sustainable beyond the current year if the Town wants to maintain its fund balance policy. He updated the model to use Jamestown's actual minimum fund balance policy (40% of annual expenditures), then demonstrated how changing the tax rate by 1¢ (worth about $90,000 in revenue) affects fund balance and the ability to fund priorities. He also showed how new residential development can significantly increase the "value of a penny," making it easier over time to afford projects or reduce pressure on the tax rate. The core message was that this tool lets Council and staff safely play out "what-if" scenarios—adjusting tax rates, phasing or scaling projects, and altering service levels—so that the Town can pursue capital and service priorities while keeping fund balance healthy and avoiding surprises. Mr. Habliston will attend the April budget meeting to refine scenarios as part of the budget process.

Questions around data security and control centered on whether the tool is cloud-based and how sensitive data is protected; Mr. Habliston replied that it is a standard Excel file, stored like any other Town document (not a public web app), that mostly contains public financial information, and that any non-public items (like confidential economic development projects) can be coded. He also emphasized that First Tryon is available by phone or email for support and regular updates. Finally, in response to the question of who will actually use it, they confirmed the model will be a staff-managed planning tool, maintained with First Tryon's help and presented to Council in workshops, rather than something the general public or individual Council members will edit directly.

Public Comment- no one signed up to speak

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

The meeting ended at 2:25 pm.

_____
Mayor

_____
Town Clerk

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation declaring April as Parkinson's Awareness Month

AGENDA ITEM #: II-E

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

The Parkinson's Foundation of the Carolinas has been encouraging the Mayors in the triad area to proclaim April as Parkinson's Awareness Month in order to raise awareness. Nearly one million people in the U.S. are living with Parkinson's disease, and somebody new is diagnosed every six minutes. Mayor Dickenson has proclaimed that April with be Parkinson's Awareness Month in the Town of Jamestown.

ATTACHMENTS: Proclamation declaring April 2026 as Parkinson's Awareness Month

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. Council Member makes a second to the motion. Then vote.

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

PROCLAMATION DECLARING APRIL 2026 AS PARKINSON'S AWARENESS MONTH

WHEREAS, Parkinson's disease is a chronic, progressive, neurological disease and is the second most common neurodegenerative disease in the United States; and

WHEREAS, Parkinson's disease is estimated to affect approximately one million people in the United States and the prevalence will rise to 1.2 million by 2030; and

WHEREAS, Parkinson's disease is the fastest growing neurodegenerative disease with 90,000 new people diagnosed each year in the United States; and

WHEREAS, complications from Parkinson's disease is the 13th leading cause of death in the United States according to the Centers for Disease Control and Prevention; and

WHEREAS, it is estimated that the economic burden of Parkinson's disease is at least $52 billion annually in the United States, including direct and indirect costs, treatment, and lost income, to patients and family members; and

WHEREAS, the symptoms of Parkinson's disease vary from person to person and can include tremors, slowness of movement, rigidity, difficulty with balance, swallowing, chewing, speaking, cognitive impairment, dementia, mood disorders, and a variety of other non-motor symptoms; and

WHEREAS, research shows that a combination of genetic and environmental factors, such as exposure to pesticides like paraquat and certain metals, are tied to Parkinson's disease- but more research is needed to uncover the exact cause and progression of the disease; and

WHEREAS, there is no objective test or biomarker for Parkinson's disease, and there is no cure or drug to slow or halt the progression of the disease; and

WHEREAS, the symptoms of Parkinson's disease vary from person to person and can include tremors; slowness of movement and rigidity; difficulty with balance, swallowing, chewing, and speaking; cognitive impairment and dementia; mood disorders; and a variety of other non-motor symptoms; and

WHEREAS, volunteers, researchers, caregivers, and medical professionals are working to improve the quality of life of persons living with Parkinson's disease and their families; and

WHEREAS, increased research, education, and community support services such as those provided by the Parkinson's Foundation and other organizations are needed to find more effective treatments, provide access to quality care to those living with the disease today and advance efforts toward a cure.

NOW, THEREFORE, I, Susan Dickenson, Mayor of the Town of Jamestown, do hereby proclaim April 2026 as PARKINSON'S AWARENESS MONTH in the Town of Jamestown.

Adopted this the 21st day of April, 2026.

P.O. Box 848
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Mayor
Susan Dickenson

Town Manager
Matthew Johnson

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Council Members
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Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Res. supporting the findings of the PTRWA Regionalization Study AGENDA ITEM #: II-F

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026 ESTIMATED TIME FOR DISCUSSION: 0 Minutes

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

SUMMARY:

The Piedmont Triad Regional Water Authority (PTRWA) completed a regional water and wastewater study for Guilford and Randolph County to determine future capacity constraints. Greg Flory, Executive Director of PTRWA, attended the March 17th Town Council meeting to present a summary of that study to the Town Council. PTRWA has requested that their members adopt a resolution to support enhanced water and wastewater regionalization by the end of June so that planning and funding efforts for the future can proceed. A resolution supporting the findings of the PTRWA water and wastewater utility regionalization study and committing to work toward a regional water and wastewater solution is attached.

Staff recommends that Council approve the resolution.

ATTACHMENTS: Res. supporting the findings of the PTRWA regionalization study and committing to work toward a solution

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. Council Member makes a second to the motion. Then vote.

FOLLOW UP ACTION NEEDED: The signed resolution will be submitted to PTRWA.



Settled 1752
JAMESTOWN
NORTH CAROLINA

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JAMESTOWN, NORTH CAROLINA, SUPPORTING THE FINDINGS OF THE PIEDMONT TRIAD REGIONAL WATER AUTHORITY WATER AND WASTEWATER UTILITY REGIONALIZATION STUDY AND COMMITTING TO WORK TOWARD A REGIONAL WATER AND WASTEWATER SOLUTION

WHEREAS, the **Piedmont Triad Regional Water Authority (PTRWA)** is a North Carolina municipal corporation organized pursuant to Section 162A-3.1 of the North Carolina Water and Sewer Authorities Act to provide regional utility services to its members and the broader Piedmont Triad region; and

WHEREAS, reliable and sufficient water and wastewater infrastructure is essential to protecting public health, supporting economic development, complying with state and federal regulatory requirements, and accommodating future growth within the entire Piedmont Triad region; and

WHEREAS, the **North Carolina Department of Environmental Quality (NCDEQ)** has identified significant present and future water and wastewater infrastructure capacity challenges across the region through its regional planning efforts; and

WHEREAS, to better understand and address these challenges, PTRWA completed the **Water and Wastewater Utility Regionalization Study**, which evaluated existing infrastructure, projected growth, regulatory constraints, capital needs, and opportunities for enhanced regional coordination and service delivery within both Randolph and Guilford Counties; and

WHEREAS, the Study identified the **Town of Jamestown** as a jurisdiction facing current and/or future water and/or wastewater capacity limitations that could impact growth, resiliency, affordability, and long-term sustainability; and

WHEREAS, the Study concludes that **regional solutions and collaborative utility planning and service delivery approaches** can provide operational efficiencies, cost effectiveness, regulatory compliance advantages, and improved long-term system reliability for participating jurisdictions; and

WHEREAS, the **Board of Directors of the Piedmont Triad Regional Water Authority** has formally adopted the Study and expressed its commitment to facilitating regional water and wastewater solutions in partnership with affected municipalities; and

WHEREAS, the **Town of Jamestown** recognizes the value of regional cooperation and desires to explore solutions that best serve the long-term interests of its residents, businesses, and stakeholders;

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

1. **Support of Study Findings**
   The **Town Council** hereby acknowledges and supports the findings and conclusions of the **Piedmont Triad Regional Water Authority Water and Wastewater Utility Regionalization Study**, including the identification of regional capacity needs and the benefits of collaborative, regional utility solutions.
2. **Commitment to Regional Collaboration**
   The **Town Council** commits to working cooperatively with the **Piedmont Triad Regional Water Authority** and other regional partners to further evaluate, plan, and pursue feasible regional water and/or wastewater solutions that address identified capacity needs.
3. **Good-Faith Participation**
   This commitment includes participation in discussions, planning efforts, and evaluations of governance, financial, operational, and infrastructure options that may support a regional approach, recognizing that any future agreements or implementation actions shall be subject to separate approvals by the **Town Council**.
4. **Communication of Support**
   A copy of this resolution shall be transmitted to the **Piedmont Triad Regional Water Authority** as an expression of the **Town of Jamestown's** support for regional planning and collaboration.

Adopted this 21st day of April, 2026.

_____
Mayor Susan Dickenson

ATTEST:

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

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Resolution for Safe Streets for All

AGENDA ITEM #: II-G

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026

ESTIMATED TIME FOR DISCUSSION: N/A

DEPARTMENT: Administration

CONTACT PERSON: Jim Westmoreland, Councilmember

SUMMARY:

The attached resolution adopts the Piedmont Triad Regional Council (PTRC) Transportation Safety Action Plan, developed through the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) program. The plan establishes a data-driven, comprehensive approach to reducing roadway fatalities and serious injuries through coordinated strategies including infrastructure improvements, policy enhancements, education, and enforcement. As outlined in the SS4A framework, eligible action plans must include elements such as safety analysis, stakeholder engagement, and implementation strategies. Adoption of this plan positions the Town to collaborate regionally, align with state and federal safety goals, and pursue future funding opportunities to implement identified safety improvements.

ATTACHMENTS: SS4A Resolution

RECOMMENDATION/ACTION NEEDED: Approve as part of consent agenda

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Approve as part of consent agende.

FOLLOW UP ACTION NEEDED: Share with HPMPO



Settled 1759
JAMESTOWN
NORTH CAROLINA

RESOLUTION TO ADOPT THE SAFETY ACTION PLAN FUNDED BY THE "SAFE STREETS FOR ALL (SS4A)" GRANT

WHEREAS, the Town of Jamestown recognizes the importance of improving transportation safety for all users, including motorists, pedestrians, bicyclists, and transit riders; and

WHEREAS, the Town of Jamestown acknowledges that traffic-related fatalities and serious injuries are preventable and supports a vision of zero deaths and serious injuries on our transportation network; and

WHEREAS, the Piedmont Triad Regional Council (PTRC) has developed a comprehensive Safety Action Plan in alignment with the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) program, which identifies strategies and actions to reduce roadway fatalities and serious injuries; and

WHEREAS, adopting the PTRC Transportation Safety Action Plan will enable the Town of Jamestown to collaborate regionally, leverage resources, and pursue funding opportunities to implement safety improvements; and

WHEREAS, there is a benefit to the PTRC region and our members from a coordinated approach to roadway safety; and

WHEREAS, the Town of Jamestown is committed to supporting the implementation of evidence-based strategies outlined in the Safety Action Plan to enhance transportation safety for all users;

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Jamestown hereby adopts the PTRC Transportation Safety Action Plan as a guiding document for improving transportation safety within its jurisdiction; and

BE IT FURTHER RESOLVED, that the Town of Jamestown will collaborate with PTRC, the North Carolina Department of Transportation (NCDOT), and other regional stakeholders to advance the goals and strategies outlined in the Safety Action Plan, including but not limited to infrastructure improvements, policy development, education, and enforcement efforts.

Adopted this the 21st day of April, 2026.

_____

Mayor Susan Dickenson

ATTEST:

_____

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

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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Resolution adopting the Guilford County Hazard Mitigation Plan AGENDA ITEM #: II-H

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026 ESTIMATED TIME FOR DISCUSSION: 0 Minutes

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

SUMMARY:

In an effort to reduce the Nation's escalating losses from natural disasters, the U.S. Congress enacted the Disaster Mitigation Act of 2000 (DMA 2000), amending the Robert T. Stafford Disaster Relief and Emergency Assistance Act. Section 322 of DMA 2000 underscores the importance of coordinated mitigation planning among state, local, and Tribal governments and establishes the development of an approved hazard mitigation plan as a prerequisite for eligibility for federal mitigation grant funding. Jurisdictions not covered by an approved mitigation plan are ineligible to receive these funds.

Eligible programs include the Hazard Mitigation Grant Program (HMGP) and the Flood Mitigation Assistance (FMA) Program, both administered by the Federal Emergency Management Agency (FEMA) within the U.S. Department of Homeland Security. Communities that adopt and maintain a federally approved hazard mitigation plan are therefore better positioned to compete for and secure mitigation funding both before and after disastar events.

In addition to federal requirements, the State of North Carolina mandates that jurisdictions maintain an approved hazard mitigation plan in order to qualify for mitigation and public assistance funding following a state-declared disaster. This requirement is codified in North Carolina Senate Bill 300, which formally links mitigation planning to disaster funding eligibility at the state level.

A hazard mitigation plan establishes the broad community vision and guiding principles for reducing hazard risk and further proposes specific mitigation actions to eliminate or reduce identified vulnerabilities. This plan is updated every five years through coordination with a state-sponsored hazard mitigation firm. Through extensive data and research, this plan outlines specific hazards (natural and man-made) that have and likely would impact Guilford County in the futura.

Guilford County Emergency Management has updated the Hazard Mitigation Plan that was adopted in 2021. Information about the updated Plan can be found at the following link: https://storymaps.arcgis.com/stories/58f4fb75c8994886ac577de88df0da40

The County has requested that the Town Council approve a Resolution adopting the Guilford County Hazard Mitigation Plan. The Resolution adopting the Plan is attached.

ATTACHMENTS: Resolution adopting the Guilford County Hazard Mitigation Plan

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. Council Member makes a second to the motion. Then vote.

FOLLOW UP ACTION NEEDED: The signed Resolution will be submitted to Guilford County.



Settled 1752
JAMESTOWN
NORTH CAROLINA

RESOLUTION ADOPTING THE GUILFORD COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

WHEREAS, the citizens and property within the Town of Jamestown are subject to the impacts of natural hazards that may threaten life and cause damage to property, including but not limited to drought, extreme temperatures, hurricanes and tropical storms, thunderstorms, tornadoes, winter storms, flooding, wildfires, and other hazards; and

WHEREAS, Guilford County and its participating jurisdictions seek to reduce the impacts of such hazards through coordinated mitigation planning; and

WHEREAS, the Legislature of the State of North Carolina has, in Part 6, Article 21 of Chapter 143 and Chapter 160D of the North Carolina General Statutes, delegated to local governments the authority and responsibility to adopt regulations and plans that promote the public health, safety, and general welfare of their citizens; and

WHEREAS, the Legislature of the State of North Carolina has enacted North Carolina General Statute 166A-19.42, which provides that eligibility for State disaster assistance may be contingent upon the adoption of a hazard mitigation plan approved in accordance with federal law; and

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (Public Law 106-390), which amended the Stafford Act, requires local governments to adopt an all-hazards mitigation plan in order to remain eligible for Hazard Mitigation Grant Program funding and other federal disaster assistance, and further requires that such plans be reviewed, updated, and adopted on a five-year cycle; and

WHEREAS, the Town of Jamestown has participated in the preparation and review of the Guilford County Multi-Jurisdictional Hazard Mitigation Plan and has determined that the Plan meets the requirements set forth in 44 CFR Part 201 and applicable guidance from the Federal Emergency Management Agency and the North Carolina Division of Emergency Management; and

WHEREAS, adoption of this Plan will enable the Town of Jamestown to continue to be eligible for federal and state hazard mitigation funding and disaster assistance programs;

P.O. Box 848
Jamestown, NC 27282

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

1. The Town of Jamestown hereby adopts the Guilford County Multi-Jurisdictional Hazard Mitigation Plan.
2. Guilford County Emergency Management is hereby authorized to coordinate implementation of the Plan and to provide information to appropriate parties regarding this action.
3. The Town of Jamestown agrees to cooperate with federal, state, and local agencies, as well as neighboring jurisdictions, in the implementation of the Plan and in efforts to reduce hazard impacts, including participation in studies, mapping, and related mitigation activities.
4. Guilford County Emergency Management is designated to ensure that the Plan is reviewed annually and updated at least every five (5) years, and that any required amendments are presented to the Town Council for consideration and adoption.
5. The Town of Jamestown agrees to take such other official actions as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Adopted this the 21st day of April, 2026.

_____

Mayor Susan Dickenson

ATTEST:

_____

Katie M. Weiner, MPA, CMC

Assistant Manager/Town Clerk

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Reappointment of Maria Ashburn to the Parks and Rec. Committee **AGENDA ITEM #:** II-I

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026 **ESTIMATED TIME FOR DISCUSSION:** 0 Minutes

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

SUMMARY:

Maria Ashburn was initially appointed to serve on the Parks and Recreation Committee as an Alternate in March 2023. She was appointed to serve her first official term in March 2024. She has requested to be reappointed to serve a second term on the Committee. If reappointed, her new term will expire in March 2028.

Staff recommends that Ashburn be reappointed to serve an additional term on the Parks and Recreation Committee.

ATTACHMENTS: None

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

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Council Member makes a motion to epprove/amend the consent agenda. Council Member makes a second to the motion. Then vote.

FOLLOW UP ACTION NEEDED: N/A

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Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Res. appointing Strausser to serve as acting Deputy Finance Officer

AGENDA ITEM #: II.J.

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance Department

CONTACT PERSON: Faith Wilson

SUMMARY:

The Town must adopt a resolution appointing a Deputy Finance Officer for preaudit and purchase order requests. In the absence of the Finance Director and to have depth in the Finance Department for preaudit and purchase order approvals, the Finance Director, Faith Wilson, would like to appoint Karen Strausser, Staff Accountant. This request does not violate the separation of duty or audit procedures. Karen Strausser's title will remain Staff Accountant. No additional positions are needed in Finance at this time.

ATTACHMENTS: Resolution appointing Karen Strausser, Staff Accountant, to serve as acting Deputy Finance Officer

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

BUDGETARY IMPACT: None

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

FOLLOW UP ACTION NEEDED: None



Settled 1752
JAMESTOWN
NORTH CAROLINA

RESOLUTION

APPOINTING DEPUTY FINANCE OFFICER

LEGISLATIVE INTENT:

NC General Statute 159-28 requires each contract, agreement, purchase order, check, draft, and electronic payment to be preaudited by the Finance Officer or a Deputy Finance Officer approved for this purpose by the Town Council.

WHEREAS, Faith Wilson has been appointed as the Finance Director by the Town of Jamestown; and

WHEREAS, the Town believes that it will be beneficial to the daily operations of the Town to appoint a Deputy Finance Officer to serve in the Finance Director's stead for the purpose of preauditing purchases in accordance with NCGS 159-28.

NOW, THEREFORE, BE IT RESOLVED THAT, the Town of Jamestown appoints Karen Strausser as Deputy Finance Officer, with duties as prescribed by law commencing on April 21, 2026.

Adopted this the 21st day of April, 2026.

_____

Mayor Susan Dickenson

Attest:

_____

Katie M. Weiner

Assistant Manager/Town Clerk

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Financial Analysis for March 2026

AGENDA ITEM #:

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026

ESTIMATED TIME FOR DISCUSSION:

DEPARTMENT: Finance Department

CONTACT PERSON: Faith Wilson

SUMMARY:

Summary schedule of cash & deposits, debt balances, and total revenues collected to date and expenditures to date is provided. A detailed budget to actual statements is also included as of 03-31-26.

In March 2026, sales tax came in 9.87% higher than in March 2025. These are December 2025 sales, collected in January 2026. The Town has collected 62.58% of sales tax for the year. This time last year the Town had collected 59.4%. Currently, the Town has received 96.49% of property tax. This time last year the Town was at 100.83% collected property tax.

Expenditures during the month of March include code enforcement, legal payments, the fire inspection fees for 2nd quarter FY 25-26 and debt payments for the leaf truck and golf equipment. Transfer from General Fund to Capital Project Fund 24 Sidewalk per budget amendment #5. Transfer from Water Sewer to Cap[ital Reserve Fund per Capital Reserve Fund Resolution.

Rounds played in March 2026 were slightly higher than compared to March 2025. There was 3169 rounds of golf played in March 2026 compared to 3161 rounds played in March 2025. The golf shop hosted 1 outings and no room rentals.

ATTACHMENTS: Summary of financial analysis

RECOMMENDATION/ACTION NEEDED: None

BUDGETARY IMPACT: None

SUGGESTED MOTION: None

FOLLOW UP ACTION NEEDED: None

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Town of Jamestown
FINANCIAL SUMMARY REPORT
FOR PERIOD OF 07/01/2025 - 06/30/2026

(Report is as of March 2026)

GENERAL FUND

REVENUES (FUND 10)	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	FYE 06/30/25 PRIOR YEAR ACTUAL TO DATE	As of March '25 PRIOR YEAR CURRENT BUDGET	As of March '25 PRIOR YEAR ACTUAL TO DATE	As of March '25 PRIOR YEAR UNCOLLECTED TO DATE	As of March '25 PRIOR YEAR Y-T-D % COLLECTED
PROPERTY TAXES	$ 4,270,144	$ 4,120,292	$ 149,852	96.49%	$ 4,100,194	$ 3,875,577	$ 3,707,502	$ (32,325)	100.83%
MOTOR VEHICLE FEES	111,440	61,564	49,876	55.24%	113,078	112,570	68,593	$ 43,977	56.49%
SALES TAXES/HOLD HARMLESS	1,190,000	719,703	470,297	60.48%	1,263,403	1,071,000	636,911	$ 434,089	59.47%
UTILITIES SALES TAXES	389,800	186,557	203,243	48.37%	374,046	310,700	190,055	$ 120,645	61.17%
GRANTS FROM GUILFORD COUNTY	55,500	55,500	-	100.00%	55,500	55,500	55,500	$ -	100.00%
GARBAGE & RECYCLING FEES	245,000	190,505	54,495	77.76%	252,832	245,000	189,617	$ 55,383	77.39%
POWELL BILL	130,000	127,907	2,093	98.39%	130,551	130,551	130,551	$ (0)	100.00%
STORMWATER FEES	150,000	129,370	20,630	86.25%	170,165	173,600	127,595	$ 46,005	74.36%
GOLF COURSE FEES	1,263,500	1,053,723	209,777	83.39%	1,400,656	1,166,300	876,052	$ 290,248	75.11%
RECREATION FEES	37,000	24,875	12,125	67.23%	21,136	22,000	18,000	$ 3,001	86.36%
INVESTMENT EARNINGS	165,000	276,682	(111,682)	167.68%	247,985	165,000	191,906	$ (26,906)	116.31%
ISSURANCE OF INSTALLMENT PURCHASE FINANCING	-	-	-	0.00%	279,989	280,000	279,989	$ 11	100.00%
OTHER REVENUES	237,922	154,735	83,187	65.04%	545,081	375,798	387,662	$ (11,864)	103.16%
TRANSFER FROM GENERAL CAPITAL RESERVE FUND	70,100	52,720	17,380	75.21%	72,000	72,000	54,333	$ 17,667	75.46%
BALANCING APPROPRIATION	1,274,261	-	1,274,261	0.00%		1,014,711	-	$ 1,014,711	0.00%
	$ 9,659,667	$ 7,156,133	$ 2,503,532	74.08%	$ 9,025,816	$ 9,068,307	$ 7,110,666	$ 1,957,641	78.41%
CAPITAL RESERVE FUND (FUND 18)									
REVENUE									
INTEREST	$ 100	$ 100	$ 0	99.98%		$ 100	$ 276	$ (176)	276.46%
TRANSFER FROM GENERAL FUND	153,446	153,446	-	100.00%		146,926	146,926	-	100.00%
	$ 153,546	$ 153,546	$ 0	100.00%		$ 147,026	$ 147,202	$ (176)	100.12%

EXPENDITURES & ENCUMBRANCES (FUND 10)	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	FYE 06/30/25 PRIOR YEAR ACTUAL TO DATE	As of March '25 PRIOR YEAR CURRENT BUDGET	As of March '25 PRIOR YEAR EXPENDITURES TO DATE	As of March '25 PRIOR YEAR ENCUMBRANCES TO DATE	As of March '25 PRIOR YEAR UNSPENT TO DATE	As of March '25 PRIOR YEAR Y-T-D % SPENT
GOVERNING BODY	$ 290,700	$ 124,272	$ 100,050	$ 66,378	77.17%	$ 72,651	$ 126,825	$ 39,648	$ 42,137	$ 45,040	64.47%
ADMINISTRATION	1,179,049	809,915	37,415	331,719	71.87%	1,029,498	1,117,076	783,553	30,006	303,508	72.83%
PLANNING	413,174	193,043	37,084	183,067	55.69%	177,209	225,600	129,358	25,514	70,729	68.65%
BUILDINGS & GROUNDS	289,500	91,893	66,367	135,240	54.65%	224,160	364,496	114,515	101,665	148,306	59.31%
PUBLIC SAFETY	538,000	283,449	292,417	12,134	97.74%	522,526	528,000	258,856	266,752	2,893	99.45%
FIRE	1,115,526	880,990	281,536	3,000	99.73%	875,532	886,100	656,885	222,815	6,400	99.28%
STREET	859,540	196,865	82,591	574,083	32.74%	760,907	905,079	476,308	95,442	333,334	63.16%
POWELL BILL	130,000	-	-	130,000	0.00%	227,180	262,551	-	-	262,551	0.00%
STORMWATER	310,000	79,885	52,893	177,181	42.86%	65,388	171,600	40,618	29,200	101,782	40.69%
SANITATION	412,247	201,863	70,036	140,348	65.96%	273,946	496,450	204,042	61,957	230,451	53.58%
RECREATION	919,820	542,678	55,836	321,306	65.07%	933,739	972,909	777,091	60,699	135,113	86.11%
GOLF COURSE MAINTENANCE	1,382,593	836,199	116,381	429,953	68.90%	1,231,656	1,454,876	982,264	96,026	404,587	72.19%
GOLF SHOP	856,912	460,804	85,291	310,777	63.73%	558,154	726,070	409,296	80,418	256,355	64.69%
DEBT SERVICE	555,100	352,824	187,349	14,927	97.31%	381,734	485,000	292,167	100,043	92,790	80.87%
OTHER FINANCE USES	413,466	413,446	-	20	100.00%	347,681	347,681	347,681	-	-	100.00%
	$ 9,659,667	$ 5,368,167	$ 1,415,356	$ 2,876,144	70.23%	$ 7,858,155	$ 9,068,307	$ 5,521,795	$ 1,154,654	$ 2,391,858	73.62%
EXPENDITURES & ENCUMBRANCES (FUND 11)											
TRANSFERS TO OTHER FUNDS	$ 70,100	$ 52,720	$ -	$ 17,380	75.21%	$ 72,000	$ 72,000	$ 54,333	$ -	$ 17,667	75.46%
RESERVE FOR FUTURE EXPENDITURES	83,446	-	-	83,446	0.00%	-	75,026	-	-	75,026	0.00%
	$ 153,546	$ 52,720	$ -	$ 100,826	34.33%	$ 72,000	$ 147,026	$ 54,333	$ -	$ 92,693	36.95%

WATER & SEWER FUND

REVENUES (FUND 30)	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	FYE 06/30/25 PRIOR YEAR ACTUAL TO DATE	As of March '25 PRIOR YEAR CURRENT BUDGET	As of March '25 PRIOR YEAR ACTUAL TO DATE	As of March '25 PRIOR YEAR UNCOLLECTED TO DATE	As of March '25 PRIOR YEAR Y-T-D % COLLECTED
WATER CHARGES	$ 1,390,000	$ 956,734	$ 433,266	68.83%	$ 1,155,805	$ 1,100,000	$ 696,498	$ 283,502	76.05%
SEWER CHARGES	4,000,000	2,965,100	1,034,900	74.13%	4,335,376	3,600,000	2,676,397	823,603	76.47%
INVESTMENT EARNINGS	200,000	213,181	(13,181)	106.59%	447,320	250,000	304,946	(54,946)	121.98%
OTHER REVENUES	82,642	483,563	(400,921)	585.13%	748,779	558,203	637,875	(79,672)	114.27%
TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND	118,376	118,376	0	100.00%	118,376	118,400	118,376	24	99.98%
TRANSFER FROM WATER SEWER CAPITAL RESERVE	1,776,724	61,602	1,715,222	3.48%	-	148,060	-	148,060	0.00%
BALANCING APPROPRIATION	2,918,839	-	2,918,839	0.00%		5,879,480	-	5,879,480	0.00%
	$ 10,486,581	$ 4,798,458	$ 5,688,125	45.76%	$ 6,805,656	$ 11,554,143	$ 4,574,091	$ 6,980,052	39.59%
RANDLEMAN RESERVOIR CAPITAL RESERVE FUND (FUND 60)									
REVENUE									
INVESTMENT EARNINGS	$ 5,000	$ 8,407	$ (3,407)	168.14%	$ 14,259	$ 8,000	$ 11,600	$ (3,600)	145.00%
TRANSFER FROM ENTERPRISE FUNDS	32,100	$ 32,100	$ -	100.00%	$ 32,100	32,100	32,100	$ -	100.00%
APPROPRIATED NET ASSETS	81,276	-	81,276	0.00%		78,300	-	78,300	0.00%
	$ 118,376	$ 40,507	$ 77,869	34.22%	$ 46,359	$ 118,400	$ 43,700	$ 74,700	36.91%
WATER AND SEWER CAPITAL RESERVE FUND (FUND 61)									
REVENUE									
TRANSFER FROM ENTERPRISE FUNDS	$ 500,000	$ -	$ 500,000	0.00%	$ 578,189	$ 480,589	$ 480,589	$ -	100.00%

INVESTMENT EARNINGS	1,000	$ 1,089	$ (89)	108.89%	$ 3,522		1,000	$ 2,869	$ (1,869)	286.95%		
NET POSITION APPROPRIATED	1,275,724	$ -	$ 1,275,724	0.00%	$ 478,634		500,000	$ -	$ 500,000	0.00%		
	$ 1,776,724	$ 1,089	$ 1,775,635	0.06%	$ 1,060,345		$ 981,589	$ 483,458	$ 498,131	49.25%		

	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	FYE 06/30/25 PRIOR YEAR ACTUAL TO DATE	As of March '25 PRIOR YEAR CURRENT BUDGET	As of March '25 PRIOR YEAR EXPENDITURES TO DATE	As of March '25 PRIOR YEAR ENCUMBRANCES TO DATE	As of March '25 PRIOR YEAR UNSPENT TO DATE	As of March '25 PRIOR YEAR Y-T-D % SPENT
EXPENDITURES & ENCUMBRANCES (FUND 70)											
PERSONNEL	$ 1,815,894	$ 1,098,293	$ 4,346	$ 713,255	60.72%	$ 1,402,151	$ 1,667,900	$ 945,762	$ 6,933	$ 715,205	57.12%
WATER PURCHASES	466,000	220,716	210,186	55,098	88.66%	326,529	441,000	218,916	217,689	1,395	99.00%
SEWER TREATMENT	925,000	495,414	332,285	97,301	89.48%	808,828	825,000	540,824	284,176	-	100.00%
DEBT SERVICE	249,181	232,499	14,329	2,354	99.06%	246,731	376,500	224,738	16,631	37,130	90.13%
CONTRACT SERVICES & MAINTENANCE	618,400	259,952	142,176	216,272	65.03%	468,241	817,060	206,253	126,249	484,578	40.69%
CAPITAL	5,182,539	521,745	1,221,821	3,448,973	33.58%	1,455,456	5,599,689	1,310,797	385,701	3,903,562	30.27%
TRANSFER TO OTHER FUNDS	532,100	532,100	-	-	100.00%	1,331,823	1,258,489	755,389	-	503,100	60.02%
OTHER OPERATING EXPENDITURES	697,467	386,370	119,067	192,021	75.73%	530,407	967,114	517,277	128,610	21,228	98.82%
	$ 10,486,581	$ 3,747,088	$ 2,044,210	$ 4,695,274	55.23%	$ 6,569,765	$ 11,554,143	$ 4,719,957	$ 1,166,988	$ 5,665,158	50.97%
RANDLEMAN RESERVOIR CAPITAL RESERVE FUND (FUND 60)											
TRANSFER TO OTHER FUNDS	$ 118,376	$ 118,376	$ -	$ 0	100.00%	$ 118,376	$ 118,400	$ 118,376	$ -	$ 24	99.98%
	$ 118,376	$ 118,376	$ -	$ 0	100.00%	$ 118,376	$ 118,400	$ 118,376	$ -	$ 24	99.98%
WATER AND SEWER CAPITAL RESERVE FUND (FUND 61)											
TRANSFER TO OTHER FUNDS	$ -	$ -	$ -	$ -	0.00%	$ -	$ 148,060	$ -	$ -	$ 148,060	0.00%
RESERVE FOR FUTURE EXPENDITURES	$ 1,776,724	$ 61,502	$ -	$ 1,715,222	3.46%	$ -	$ 833,529	$ -	$ -	$ 833,529	0.00%
	$ 1,776,724	$ 61,502	$ -	$ 1,715,222	3.46%	$ -	$ 981,589	$ -	$ -	$ 981,589	0.00%

Town of Jamestown
FINANCIAL SUMMARY REPORT
As of June 30, 2026

CAPITAL PROJECTS

	Fund (#18) Oakdale Sidewalk Ph 3 Capital Project	Fund (#21) Oakdale Sidewalk Ph 2 Capital Project	Fund (#23) Penny Road Sidewalk Capital Project	Fund (#24) Sidewalk Project Guilford County ARPA Capital Project
Life to Date Revenues & Other Financing Sources	219,225	79,589	51,000	2,554,795
% of budget received	3%	40%	4%	111%
Life to Date Expenditures	146,088	52,896	-	728,916
% of budget expended	22%	26%	0%	32%

	Fund (#26) Parks and Rec PARTF Guilford County ARPA Capital Project	Fund (#27) Parks and Rec AFP Guilford County ARPA Capital Project	Fund (#28) Forestdale East Stormwater Project Capital Project	Fund (#29) Jamestown Park Restroom Project Capital Project
Life to Date Revenues & Other Financing Sources	430,410	600,000	1,011,700	702,589
% of budget received	100%	100%	100%	100%
Life to Date Expenditures	274,228	599,815	65,865	33,753
% of budget expended	64%	100%	11%	6%

Town of Jamestown
FINANCIAL SUMMARY REPORT
As of June 30, 2026

DEBT SERVICE

Installment Purchase Debt:	Balance at 6/30/2026	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Golf Clubhouse Renovation	116,697	11/3/2027	2027/2028
Golf Equipment	189,253	6/5/2028	2027/2028
2024 Leaf truck	230,057	6/30/2031	2030/2031
	$ 536,006		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	$ 87,462	11/3/2027	2027/2028

Town of Jamestown
Financial Summary Report
as of June 30, 2026

CASH BALANCES

Petty Cash	$	1,350
Operating Cash		6,688,573
Certificates of Deposit		3,104,341
Money Market Accounts - First Bank		910,371
North Carolina Capital Management Trust		14,341,126
	$	25,045,760

Reservations of cash:		
Cash reserved for Randleman Reservoir	$	264,084
Cash reserved by Powell Bill for street improvements	$	399,580
General Capital Reserve Fund		305,825
Oakdale Sidewalk Phase 3		72,574
Oakdale Sidewalk Phase 2		26,693
Penny Road Sidewalk Capital Project		51,000
Recreational Maintenance Facility Capital Project		82
Water Sewer Capital Reserve Fund		3,292,882
	$	4,412,720

Cash by Fund:		
General	$	8,825,465
General Capital Reserve Fund		305,825
Oakdale Sidewalk Phase 3		72,574
Oakdale Sidewalk Phase 2		26,693
Penny Road Sidewalk Capital Project		51,000
Recreational Maintenance Facility Capital Project		82
Forestdale East Stormwater Project		178,376
Jamestown Park Restroom		168,836
Water/Sewer		11,859,943
Randleman Reservoir		264,084
Water/Sewer Capital Reserve Fund		3,292,882
	$	25,045,760

Cash by Bank:		
NCCMT	$	14,341,126
Pinnacle Bank		8,719,172
First Bank		1,984,113
	$	25,044,410

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Resolution honoring the retirement of Tammy Salyards

AGENDA ITEM #: IV

☐ CONSENT AGENDA ITEM ☐ ACTION ITEM ☑ INFORMATION ONLY

MEETING DATE: April 21, 2026

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Tammy Salyards has worked for the Town of Jamestown as an Accounting Technician II since 2018. She has recently announced her retirement from the Town. Although we are sad to see her leave, we are so excited for her to enter into this next chapter. The Town wishes her well on all her future endeavors.

ATTACHMENTS: Resolution honoring the retirement of Tammy Salyards

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



RESOLUTION HONORING TAMMY SALYARDS UPON HER RETIREMENT

WHEREAS, Tammy Salyards has faithfully served the Town of Jamestown since 2018, providing dedicated and dependable service to the organization and the community; and

WHEREAS, throughout her tenure, Tammy has distinguished herself as a hardworking, reliable, and committed employee who consistently demonstrated a willingness to step up, solve problems, and support those around her; and

WHEREAS, Tammy is known for her candid nature and quick wit, offering honesty that is both refreshing and memorable, often delivered with a humor that leaves a lasting impression; and

WHEREAS, her toughness, resilience, and no-nonsense approach have made her a respected and trusted member of the Town team, while her underlying kindness and loyalty have shown just how deeply she cares for the people around her; and

WHEREAS, Tammy has a way of showing up for others when it matters most, reflecting a genuine sense of care and commitment that extends beyond the workplace; and

WHEREAS, beyond her professional contributions, Tammy is deeply devoted to her family, and takes great pride and joy in her husband, children, and grandchildren; and

WHEREAS, as she enters this well-earned chapter of retirement, Tammy looks forward to spending more time doing the things she enjoys, including gardening, relaxing by the pool, and exploring her creativity through painting; and

WHEREAS, Tammy Salyards leaves behind a legacy of dedication, strength, humor, and authenticity that has made a meaningful and lasting impact on the Town of Jamestown;

NOW, THEREFORE, BE IT RESOLVED, that I, Mayor Pro Tem Burgess, on behalf of the Town Council of the Town of Jamestown do hereby express our sincere gratitude and appreciation to Tammy Salyards for her years of service and extend our best wishes for a long, happy, and fulfilling retirement.

Adopted this the 21st day of April, 2026.

_____

Mayor Pro Tem Burgess



Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Presentation of Proclamation for Public Works Week 2026 AGENDA ITEM #: V

☐ CONSENT AGENDA ITEM ☐ ACTION ITEM ☑ INFORMATION ONLY

MEETING DATE: April 21, 2026 ESTIMATED TIME FOR DISCUSSION: 10 Minutes

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

SUMMARY:

National Public Works Week is May 17th-23rd. This year's theme "Rooted in Service, Powered by Community" acknowledges that the roots of service run deep in public works. It's what has propelled public works innovations that have helped our communities evolve into places where people can lead lives of purpose and possibility. Some work—like building roads and bridges—is highly visible, while other public works contributions—like maintaining water and sewer systems—are sometimes hidden from view. Together, these efforts form the foundation of thriving communities, reminding us that every project, seen or unseen, powers the connection between service and the people it supports.

ATTACHMENTS: Proclamation declaring May 17th-23rd as Public Works Week

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

P.O. Box 848 • Jamestown, North Carolina 27282
Tel: (336) 454-1138 • Fax: (336) 886-3504



Settled 1752
JAMESTOWN
NORTH CAROLINA

PROCLAMATION
National Public Works Week
May 17th-23rd, 2026

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

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

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

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

NOW, THEREFORE, I, Mayor Dickenson, on behalf of the Town Council of the Town of Jamestown, do hereby proclaim the week of May 17th-23rd, 2026, as **"NATIONAL PUBLIC WORKS WEEK"** in the Town of Jamestown.

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown this the 21st day of April, 2026.



Mayor Susan Dickenson

P.O. Box 848
Jamestown, NC 27282

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Mayor
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Matthew Johnson

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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation declaring Peace Officers Day and Police Week **AGENDA ITEM #:** VI

☐ CONSENT AGENDA ITEM ☐ ACTION ITEM ☑ INFORMATION ONLY

MEETING DATE: April 21, 2026 **ESTIMATED TIME FOR DISCUSSION:** 10 Minutes

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

SUMMARY:

The Proclamation declaring May 15th as Peace Officers Memorial Day and May 11th-17th as Police Week in the Town of Jamestown is attached. The Town of Jamestown appreciates the Guilford County Sheriff's Department for everything they do to keep our community safe.

ATTACHMENTS: Proclamation declaring Peace Officers Memorial Day and Police Week in the Town of Jamestown

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

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PROCLAMATION
PEACE OFFICERS MEMORIAL DAY AND POLICE WEEK 2026

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

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

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

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

NOW, THEREFORE, I, Mayor Dickenson, on behalf of the Town Council of the Town of Jamestown, do hereby proclaim the week of May 11th through May 17th, 2026, as Police Week in the Town of Jamestown, and encourage all citizens and community organizations to observe this week with appropriate ceremonies and activities honoring the service and sacrifice of our law enforcement officers, past and present.

I **FURTHER** proclaim May 15, 2026, as Peace Officers Memorial Day in the Town of Jamestown and urge all citizens to remember and honor those officers who have lost their lives or become disabled in the line of duty.

Adopted this the 21st day of April, 2026.

_____
Mayor Susan Dickenson

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown



Council Members
Pam Burgess, Mayor Pro Tem
Sarah Glanville
Jim Gibson
Jim Westmoreland

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Manager's Report

AGENDA ITEM #: VIII-A

☐ CONSENT AGENDA ITEM ☐ ACTION ITEM ☑ INFORMATION ONLY

MEETING DATE: April 21, 2026

ESTIMATED TIME FOR DISCUSSION: 5 min

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

Manager's Report attached.

ATTACHMENTS: Manager's Report

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

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NORTH CAROLINA

Manager's Report **Date: 04/21/2026**

A. I would like to thank Elizabeth Greeson for organizing the twice annual Litter Sweep events for the Town. We sincerely appreciate her leadership in coordinating this event.

B. The Town Council will have their third budget retreat on Thursday, April 23rd at 5PM in the Council Chambers. The public is welcome to attend and the event will be livestreamed as well.

C. The Public Services staff will be installing two solar powered "Speed" signs along Guilford Road within the next week. We have obtained authorization from NCDOT to perform the work. We hope that this will make motorists more aware of their speed along this corridor.

D. The Public Services staff have also been working diligently with our contractors to complete the second of a series of small stormwater projects to alleviate ongoing issues affecting residents in Whittington Hall. The project should be completed within the next 2 weeks. The Public Services Director has identified a number of additional projects and his staff will be continuing to work to address those issues in a prioritized manner.

E. Introduction of new staff members

   a. Jessica Skinner - Utilities Billing Manager

   b. Linda Fasanella – Accounting Tech II

   c. Thad Welborn – Public Services Fleet Mechanic

   d. Todd Walker – Groundskeeper I

Key Dates:

April 23rd – Budget Work Session II – 10 AM - Until – Council Chambers
May 4th – Parks & Recreation Regular Meeting - 6 PM – Council Chambers
May 7th – Bulk Pickup Day
May 11th – Planning Board Regular Meeting – 6 PM – Council Chambers
May 19th – Town Council regular meeting – 6 PM – Council Chambers
May 25th – Town Offices closed in observance of Memorial Day holiday

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce

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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Overview of Spring Litter Sweep 2026 **AGENDA ITEM #:** IX-A

☐ CONSENT AGENDA ITEM ☐ ACTION ITEM ☑ INFORMATION ONLY

MEETING DATE: 4.21.26 **ESTIMATED TIME FOR DISCUSSION:** 10 Minutes

DEPARTMENT: Public Services **CONTACT PERSON:** Elizabeth Greeson

SUMMARY:

Town of Jamestown was invited to join NCDOT for their 2026 Spring Litter Sweep.
On Saturday, April 11, 2026 at 9am 22 Participants in Town of Jamestown were able to pick up 31 bags of trash from 12 locations. Started at Food Lion at 118 W Main Street and walked to , Dillon Rd, Guilford/Guilford College Rd, Oakdale Rd, Scientific St, Penny Rd, East Fork Rd.
Town residents, Ragsdale Students representing ROTC, Jamestown Civitans, Historic Jamestown Board Members, Town Staff and Town Council were present. There were new folks participating and very interested in future opportunities to do on their own. with available supplies and equipment provided by Town of Jamestown. Extra supplies are kept in storage at town hall for anyone interested to work independently between events.
Report and photos were shared with Aaron Moody <ajmoody1@ncdot.gov> and Carol Townson, <cgtownson@ncdot.gov> .
Request for bags to be picked up by our regional office was sent to Eleanor B Johnson <eleanorjohnson@ncdot.gov>. Request for Certificates of Appreciation from NC DOT will be submitted.
We plan to participate again in the fall during the NC DOT Fall Litter Sweep.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: RFQ for Qualified Engineering Services for Main Street Corridor Study AGENDA ITEM #: IX-B

☐ CONSENT AGENDA ITEM ☑ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026 ESTIMATED TIME FOR DISCUSSION: 5 min

DEPARTMENT: Planning CONTACT PERSON: José Colón Rivera-Planning Director

SUMMARY:

We received qualification based proposals for qualified engineering services for the Main Street Corridor Study. This project is funded by the Capital Improvement Project (CIP) budget for 2025-2026 This project includes professional and conceptual planning, transportation analysis, stakeholder engagement, and preparation of implementation strategies for the Main Street corridor from Dillon Rd to Teague Dr. We received two preposals from qualified engineering firms, Stantec and Toole Design.

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

ATTACHMENTS: N/A

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: Staff needs to execute the contract. Staff will update Council accordingly on Corridor Study progress

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

Council Members
Pam Burgess, Mayor Pro Tem
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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Golf Course Quarterly Report

AGENDA ITEM #: X-A

☐ CONSENT AGENDA ITEM ☐ ACTION ITEM ☑ INFORMATION ONLY

MEETING DATE: 4/21/26

ESTIMATED TIME FOR DISCUSSION: 5 min

DEPARTMENT: Recreation

CONTACT PERSON: Scott Coakley

SUMMARY:

The Golf Course and Recreation Department experienced a strong start to 2026, with notable increases in revenue compared to the same period in 2025. While expenditures also rose—primarily due to capital investments—the department demonstrated improved overall financial performance and reduced net losses year-over-year. Operational Note: The golf course was closed for a total of 31 days during January and February due to seasonal conditions. This reduced early-quarter revenue opportunities and makes the March performance increase particularly significant.

Q1 2026 Net Loss: ($224,030.14)Q1 2025 Net Loss: ($389,976.02)This reflects a 43% improvement in net position, indicating that increased revenues and controlled spending are helping to narrow the operational deficit.

Revenue growth is strong and outpacing prior year performance, especially in March following weather-related closures. The 31 days of closure in January and February significantly impacted early-quarter revenue, highlighting the strength of March recovery. Strategic investments in capital improvements may be contributing to increased usage and revenue. While personnel and operating costs remain high, overall expenditure control has improved compared to 2025.The department is trending in a positive financial direction, with a significantly reduced net loss.

If current trends continue, the department is well-positioned for a strong spring and summer season. Continued focus on revenue generation, cost management, and maximizing facility usage will be critical to further improving financial performance.

ATTACHMENTS: Quarterly Report Summary

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: None

Quarterly Revenue Golf Report Summary

	January - March 2026				January-March 2025			
	January	February	March		January	February	March	
Green Fees	17,311.97	16,645.53	81,399.63		8,128.30	24,694.46	64,305.87	
Cart and Golf Set Rentals	13,227.15	10,457.07	52,871.20		5,115.00	14,036.59	37,302.36	
Driving Range	1,472.33	1,440.03	8,797.63		1,465.00	3,640.00	9,220.00	
Concession Sales	1,991.94	2,322.80	10,417.74		1,262.74	3,295.68	9,559.78	
Pro Shop Sales	1,290.57	2,498.63	7,059.43		671.79	2,169.62	7,162.52	
Clubhouse Rentals and Outings, Booking Fees, No Shows	1,450.00	5,631.00	2,907.00		3,700.00	600.00	2,200.00	
Monthly Total	**36,743.96**	**38,995.26**	**163,452.63**	239,191.85	**20,342.83**	**48,436.35**	**129,750.53**	198,529.71

Quarterly Expenditure Golf Report Summary

	January - March 2026				January-March 2025			
Golf Maintenace	**6300**				**6300**			
	January	February	March		January	February	March	
Personnel	67,948.75	48,969.98	50,885.84		63,922.89	44,652.48	44,056.11	
Operating	11,686.48	12,109.62	24,251.15		19,709.41	10,089.00	15,712.65	
Contract Services and Maintenance	1,110.44	315.25	5,720.54		1,219.36	2,637.74	305.05	
Capital Outlay	42,589.22	950.00	54,652.00		-	-	287,638.00	
Monthly Total	**123,334.89**	**62,344.85**	**135,509.53**	321,189.27	**84,851.66**	**57,379.22**	**347,711.81**	489,942.69
Golf Shop	**6301**				**6301**			
	January	February	March		January	February	March	
Personnel	33,578.87	19,709.41	26,030.75		21,440.11	18,516.20	19,809.46	
Operating	8,983.20	12,200.77	20,306.14		5,534.00	6,361.13	19,646.61	
Contract Services and Maintenance	18,085.99	177.21	2,960.38		3,231.56	1,753.40	2,270.57	
Capital Outlay	-	-	-		-	-	-	
Monthly Total	**60,648.06**	**32,087.39**	**49,297.27**	142,032.72	**30,205.67**	**26,630.73**	**41,726.64**	98,563.04
Gain or (Loss)	(147,238.99)	(55,436.98)	(21,354.17)	(224,030.14)	(94,714.50)	(35,573.60)	(259,687.92)	(389,976.02)

Quarterly Revenue Recreation Report Summary	January - March 2026				January - March 2025			
	January	February	March		January	February	March	
Shelter Rentals	0.00	850.00	1,875.00		1,180.00	0.00	0.00	
Ball Field Rentals	0.00	0.00	300.00		0.00	0.00	0.00	
Monthly Total	**0.00**	**850.00**	**2,175.00**	3,025.00	**1,180.00**	**0.00**	**0.00**	1,180.00

Quarterly Expenditure Recreation Report Summary	January - March 2026				January - March 2025			
Recreation	6200				6200			
	January	February	March		January	February	March	
Personnel	46,817.15	32,528.10	32,546.11		43,960.19	30,367.56	30,370.16	
Operating	9,719.60	4,244.99	9,469.29		20,811.44	14,511.04	60,824.51	
Contract Services and Maintenance	16,195.75	3,231.75	2,178.89		10,000.00	773.15	75,530.15	
Capital Outlay	0.00		0.00		0.00		1,800.00	
Monthly Total	**72,732.50**	**40,004.84**	**44,194.29**	156,931.63	**74,771.63**	**45,651.75**	**168,524.82**	288,948.20
Gain or (Loss)	**(72,732.50)**	**(39,154.84)**	**(42,019.29)**	(153,906.63)	**(73,591.63)**	**(45,651.75)**	**(168,524.82)**	(287,768.20)

Mayor
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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Set PH Date for Recommended Budget & CIP for FY 26-27 **AGENDA ITEM #:** X.B.

☐ CONSENT AGENDA ITEM ☑ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: April 21, 2026 **ESTIMATED TIME FOR DISCUSSION:** 5 Minutes

DEPARTMENT: Finance Department **CONTACT PERSON:** Faith Wilson

SUMMARY:

Request to set public hearing date for the Recommended Budget and CIP for FY 26-27 for the May 19, 2026, Town Council meeting at 6:00 pm in the Council Chambers.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Staff recommends that Council set a public hearing date for the Recommended Budget & CIP.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Council Member makes a motion to set a public hearing date for the Recommended Budget & CIP for Fiscal Year 26/27 for the May 19th Town Council meeting at 6:00 pm in the Council Chambers.

FOLLOW UP ACTION NEEDED: N/A