



Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council

March 18, 2025

6:00 pm in the Civic Center

Agenda

- I. Call to Order-**
 - A. Roll Call
 - B. Pledge of Allegiance
 - C. Moment of Silence
 - D. Approval of Agenda
- II. Consent Agenda-**
 - A. Approval of minutes from the February 18th Town Council Meeting
 - B. Proclamation Spring Litter Sweep 2025
 - C. Proclamation declaring March 21st as Arbor Day in the Town of Jamestown
 - D. Resolution directing the Clerk to investigate a petition received under G.S. 160A-31
 - E. Approval of Special Event Permit Request for the Jamestown Elementary Tiger Trot
 - F. Financial Position of the Town of Jamestown
 - G. Budget Amendment #6
- III. Public Comment**
- IV. Council's Community Corner**
- V. Manager/Committee Reports**
 - A. Manager Report
 - B. High School Representative Report
 - C. Council Member Committee Reports
- VI. Old Business-**
 - A. Consideration of approval of Shared Use Agreement between the Town of Jamestown and Guilford County Board of Education- Scott Coakley, Parks and Recreation Director
- VII. New Business-**
 - A. Presentation regarding Guilford County Animal Control services- Jorge Ortega, Animal Services Director
 - B. Consideration of approval of lease agreement with Yamaha for golf carts at the Jamestown Park & Golf Course- Scott Coakley, Parks and Recreation Director
 - C. Award of contract to the lowest, responsive, responsible bidder for street resurfacing- Paul Blanchard, Public Services Director
- VIII. Public Comment**
- IX. Other Business**
- X. Adjournment**

Working Agenda for the February 18th Regular Town Council Meeting

Tentative Time Line	Agenda Item	Responsible Party	Action required by the Town Council
6:00 pm	I. Call to Order	Mayor Montgomery	Mayor Montgomery to call the meeting to order.
6:00 pm	A. Roll Call	K. Weiner	Weiner to take roll call.
6:00 pm	B. Pledge of Allegiance	Mayor Montgomery	Mayor Montgomery to lead everyone in the Pledge of Allegiance.
6:00 pm	C. Moment of Silence	Mayor Montgomery	Mayor Montgomery to call for a moment of silence
6:00 pm	D. Approval of Agenda	Mayor Montgomery	Mayor Montgomery to ask Council if there are any items that need to be added or deleted.
6:05 pm	II. Consent Agenda		
6:05 pm	A. Approval of minutes from the February 18 th Town Council Meeting B. Proclamation Spring Litter Sweep 2025 C. Proclamation declaring March 21 st as Arbor Day in the Town of Jamestown D. Resolution directing the Clerk to investigate a petition received under G.S. 160A-31 E. Approval of Special Event Permit Request for the Jamestown Elementary Tiger Trot F. Financial Position of the Town of Jamestown G. Budget Amendment #6		Council Member makes a motion to approve the consent agenda. Council Member makes a second to the motion. Then vote.
6:05 pm	III. Public Comment		Please state your name and address and adhere to the 3 minute time limit
6:20 pm	IV. Council's Community Corner	Mayor Montgomery	Mayor Montgomery to ask Council if they have anyone to recognize during the Council Community Corner.
6:25 pm	V. Manager/Committee Reports		
6:25 pm	A. Manager Report	Call on M. Johnson	Johnson to present his monthly Manager's Report to Town Council.
6:30 pm	B. High School Representative Report	Call on Benjamin Arnold	Arnold to present his High School Representative Report.
6:35 pm	C. Council Member Committee Reports	Mayor Montgomery	Mayor Montgomery to request that Council Members give reports for any Committees that they serve on.
6:40 pm	VI. Old Business		
6:40 pm	A. Consideration of Shared Use Agreement between the Town of Jamestown and Guilford County Board of Education	Call on S. Coakley	Coakley to present information on the Shared Use Agreement between the Guilford County Board of Education and the Town of Jamestown. Coakley to request that Council approve the agreement. Council Member makes a motion to approve the Shared Use Agreement between the Guilford County Board of Education and the Town of Jamestown. Council Member makes a second to the motion. Then vote.
6:50 pm	VII. New Business		
6:50 pm	A. Presentation regarding Guilford County Animal Control services	Call on Jorge Ortega	Jorge to present information on the services provided by Guilford County Animal Control.
7:00 pm	B. Consideration of approval of lease agreement with Yamaha for golf carts at the Jamestown Park & Golf Course	Call on S. Coakley	Coakley to present information on the Yamaha contract for golf carts at the Jamestown Park and Golf Course. Coakley to request that Council approve the contract as presented. Council Member makes a motion to approve the Yamaha contract for golf carts at the Jamestown Park and Golf Course as presented and allow the Town Manager, Assistant Manager, and Finance Director to execute the contract. Council Member makes a second to the motion. Then vote.
7:05 pm	C. Award of contract to the lowest, responsive, responsible bidder for street resurfacing	Call on P. Blanchard	Blanchard to present information on the bids for the resurfacing contract. Blanchard to request that Council award the contract to the lowest, responsive, responsible bidder. Council member makes a motion to award the resurfacing contract to the lowest, responsive, responsible bidder, _____, in the amount of \$_____ and allow the Town Manager, Assistant Manager, and Finance Director to execute the contract. Council Member makes a second to the motion. Then vote.
7:10 pm	VIII. Public Comment		Please state your name and address and adhere to the 3 minute time limit
7:25 pm	IX. Other Business		
7:30 pm	X. Adjournment		Council Member makes a motion to adjourn. Council Member makes a second to the motion. Then vote.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the February 18th Town Council Meeting

AGENDA ITEM #: II-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Minutes from the February 18th Town Council meeting

ATTACHMENTS: Minutes from the February 18th Regular Town Council meeting

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

BUDGETARY IMPACT: N/A

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

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

**Regular Town Council Meeting
February 18, 2025
6:00 pm in the Civic Center
Minutes & General Account**

DRAFT

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

Council Members Absent – None

Staff Members Present: Matthew Johnson, Katie M. Weiner, Paul Blanchard, Rebecca Ashby, & Robert Brown, Town Attorney

Visitors Present: Latanya Bowman, Nathaniel Bowman, Ruby Sapp Leach, Shawn Rogers, Caleb Rogers, Tim Brooks, Noah Brooks, Mary McQuillan, Jay McQuillan, & Doug Sampson

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

- Roll Call – Weiner took roll call as follows:
 - Council Member Glanville Present
 - Council Member Rayborn Present
 - Mayor Montgomery Present
 - Council Member Burgess Present
 - Council Member Wolfe Present

Weiner stated a quorum was present.

Pledge of Allegiance – Council Member Wolfe led the Pledge of Allegiance.

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

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

Council Member Rayborn made a motion to remove the Illicit Discharge Detection and Elimination Policy from the Consent Agenda, to remove the Consideration of approval of Shared Use Agreement between Guilford County Board of Education and the Town of Jamestown from the Consent Agenda, and to add the contract for McAdams to design stormwater measures for the Golden Leaf Project under Old Business. Council Member Burgess made a second to the motion. The motion passed by a unanimous vote.

Consent Agenda– The consent agenda included the following items:

- Approval of minutes from the January 21st Town Council meeting
- Approval of minutes from the January 23rd Town Council Budget Retreat
- Reappointment of Robert Coon to serve as an ETJ Planning Board member

- Appointment of Will Grant to serve as a Parks and Recreation Committee Member
- Appointment of the first Citizens Academy cohort
- Financial Position of the Town
- Budget amendment # 5

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

Public Comment – No one signed up

Council's Community Corner

Council Member Burgess presented Ruby Sapp Leach with a Certificate of Recognition in honor of her tireless efforts to research her ancestral history, and her commitment to sharing the knowledge she has gained to raise awareness and foster opportunities for healing within the community.

Resolution honoring the service of Doug Sampson on the Parks and Recreation Committee-
Council Member Rayborn presented Doug Sampson with the Resolution and thanked him for his service on the Parks and Recreation Committee.

(Resolution honoring the service of Doug Sampson on the Parks and Recreation Committee)

Manager/Committee Reports

- Manager Report – Johnson provided a status update on the ARPA sidewalk project, the golf course website, and the Town's first Citizen Academy. He announced the Deep Water Outfall project was complete. He informed everyone that bulk item pickup was scheduled for March 6th and a Budget Retreat would be held on March 20th at 10 am.
- High School Representative Report – Arnold said second semester was delayed about a month because of snow, seniors are beginning to receive college acceptance letters, and a talent show is scheduled for this Friday at 7 pm.
- Council Member Reports
 - Council Member Wolfe reported a TAC meeting was held on January 28th.
 - Council Member Burgess stated the next Planning Board meeting would be on March 10th.
 - Council Member Rayborn reported there was not a Parks and Recreation meeting.
 - Council Member Glanville said she met with the Community Outreach Representative for Ragsdale High School.
 - Mayor Montgomery reported the March PTRC meeting was delayed until April.

Old Business-

- Consideration of approval of a contract for McAdams to design stormwater measures for the Golden Leaf Project- Ashby stated the contract for McAdams was for the design of the stormwater project in Forestdale East which will be funded by the Golden Leaf Foundation. She requested that Council approve the contract.

DRAFT

Council Member Burgess made a motion to approve the contract for McAdams to design the stormwater measures for the Golden Leaf Project and to allow the Town Manager, Assistant Town Manager, and Finance Director to execute the contract after the Finance Director completes all necessary requirements to expend the funds. Council Member Glanville made a second to the motion. The motion passed by a unanimous vote.

Public Comment – Nobody signed up.

Adjournment – Council Member Rayborn 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 6:23 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation Spring Litter Sweep 2025

AGENDA ITEM #: II-B



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

The North Carolina Department of Transportation (NCDOT) encourages local governments to sponsor roadside cleanups every spring and fall. The Town of Jamestown will be participating in a Spring Litter Sweep on March 29th. Town staff and volunteers will meet at the Food Lion parking lot at 9:00 am. The Litter Sweep will last until 11:00 am. Volunteers are encouraged to wear long sleeve shirts and high top shoes to protect against any hazards. Please call Elizabeth Greeson at (336) 454-1138 for additional information or to add your name to the volunteer list.

ATTACHMENTS: Proclamation Spring Litter Sweep 2025 & Spring Litter Sweep Flyer March 29, 2025

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: N/A



Settled 1752
JAMESTOWN
NORTH CAROLINA

PROCLAMATION
SPRING LITTER SWEEP MARCH 2025

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

WHEREAS, the **SPRING 2025 LITTER SWEEP** roadside cleanup will take place April 12th-April 26th, 2025, and encourages local governments and communities, civic and professional groups, businesses, churches, schools, families and individual citizens to participate sponsoring and organizing local roadside cleanups; and

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

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

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

WHEREAS, the **SPRING 2025 LITTER SWEEP** cleanup will be the 44th biannual celebration of the North Carolina Adopt-A-Highway and its 4,400 volunteer groups that donate their labor and time year-round to keep our roadsides clean; and

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

NOW, THEREFORE, I, LYNN MONTGOMERY, Mayor of the Town of Jamestown, do hereby proclaim March 29, 2025, as "**Spring Litter Sweep**" day in the Town of Jamestown and encourage all citizens to take an active role in making Jamestown a cleaner community.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown on this the 18th day of March, 2025.

Mayor S. Lynn Montgomery

Join Town of Jamestown Annual Spring Litter Sweep

March 29, 2025----9am

**Meet at the Jamestown Food Lion Parking Lot –
Main Street and Ragsdale Road**

RSVP to 336-454-1138

**Plan to wear bright colored long sleeve shirts and
high top shoes to protect against unforeseen hazards.**

Bring Gloves to fit your hands for easier pick up.

HOPE TO SEE YOU THERE!



Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation declaring March 21st as Arbor Day

AGENDA ITEM #: II-C



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Arbor Day was celebrated for the first time in 1872. It is a day that encourages the planting of trees in order to increase environmental resources. It also recognizes the many positive ways that trees impact society. Town staff are working with the Cedarwood Garden Club to finalize the details of the Arbor Day celebration. Details about the event will be posted on the Town's social media accounts.

ATTACHMENTS: Proclamation declaring March 21st as Arbor Day in the Town of Jamestown

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

BUDGETARY IMPACT:

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

FOLLOW UP ACTION NEEDED: N/A



PROCLAMATION DECLARING MARCH 21st AS ARBOR DAY IN THE TOWN OF JAMESTOWN

WHEREAS, the Town of Jamestown recognizes a need to promote tree preservation efforts; and

WHEREAS, in 1872, J. Sterlin Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community; and

WHEREAS, trees in our Town increase property values, enhance the economic vitality of business areas; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, do hereby proclaim March 21st as **ARBOR DAY** in the Town of Jamestown, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands.

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Adopted this the 18th day of March, 2025.

Mayor S. Lynn Montgomery

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Resolution directing the Clerk to investigate Annexation Petition

AGENDA ITEM #: II-D



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Planning

CONTACT PERSON: José Colón Rivera-Planning Director

SUMMARY:

Under GS 160A-31, the Town has received a petition for annexation of property located at 5125 R1 Atwater Dr (Parcel #155994). As a first step, the Town Council should direct the Clerk to investigate the petition by adopting a resolution instructing her to do such.

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

RECOMMENDATION/ACTION NEEDED: Staff recommends that Council approve as part of the Consent Agenda

BUDGETARY IMPACT:

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

FOLLOW UP ACTION NEEDED:



JAMESTOWN ANNEXATION PETITION


Date 3/7/2025

TO THE TOWN COUNCIL OF THE TOWN OF JAMESTOWN:

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

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

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

	<u>Print or Type Name and Address</u>	<u>Do you declare vested rights?** (Indicate yes or no.)</u>	<u>Signature</u>
1.	<u>Lynn Garrison - Parcel #155995 only</u> <u>2317 Acom Ridge Rd</u> <u>Greensboro, NC 27407</u>	<u>NO</u>	
2.	_____	_____	_____
3.	_____	_____	_____

Important: Both spouse must sign, if applicable.

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

NOTARY STATEMENT:

State of NC County of Guilford to wit: (SEAL)
 I, Ashton Carter a notary public in and for the state and county aforesaid, do hereby certify that
Lynn Garrison whose name(s) is (are) signed to the foregoing
 statement, personally appeared before me in my state and county and acknowledged the same.

My commission expires August 12, 2026
 Given under my hand this 7th Day of March
 Notary Signature Ashton Carter Printed Name of Notary: Ashton Carter ²⁰ 25

ASHTON CARTER
 Notary Public - North Carolina
 Guilford County
 My Commission Expires August 12, 2026

Staff Receipt:

Date Received: 3/7/2025

Received By: José Colon



Settled 1752
JAMESTOWN
NORTH CAROLINA

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

WHEREAS, a petition requesting annexation of an area described in said petition was received on March 7, 2025, by the Town of Jamestown Town Council; and

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

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

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

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

Adopted this the 18th day of March, 2025.

5. Lynn Montgomery, Mayor

ATTEST:

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

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Special Events Request - Tiger Trot 5K

AGENDA ITEM #: II-E



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: N/A

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

The Jamestown Elementary School PTA is once again hosting the Tiger Trot 5K. There will be several neighborhood roads used for the event, but the PTA is not requesting any financial or staff support from the Town.

ATTACHMENTS: Various items related to the Special Events Permit request.

RECOMMENDATION/ACTION NEEDED: Approve as part of consent agenda.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: None



SPECIAL EVENTS PERMIT

This permit must be received no later than 60 days prior to your event.

Date: 03/03/25

Name: JAMESTOWN ELEMENTARY SCHOOL Address: 108 Potter Dr, Jamestown NC 27282 Date of

Event: April 5th, 2025 Time of Event: 9am - 12pm Location of

Event: 108 Potter Dr, Jamestown NC 27282 Phone

Number: 336-819-2110 (work) Alternate Phone Number: 336-9443-3134

Email: zgomez0527@gmail.com Plans attached ☒ YES ☐ NO

Description of Special Event (attach additional sheets if necessary): We are looking to host our 3rd annual 5K Tiger Trot and Fun Run to fundraise for our school and students.

Will Alcohol be Served or Brought to Premises? ☐ YES ☒ NO

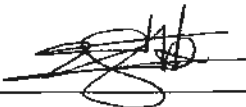
(If Yes, attach any applicable ABC Permits and copies of your third party liability insurance)

By signing, I agree to reimburse the Town of Jamestown for services including, but not limited to, Police, Sanitation, and Public Services. These fees may be waived by Town Council, at their discretion. Please indicate if you wish to petition Town Council to waive these fees: ☐ YES ☐ NO

NO FEE IS REQUIRED FOR THIS PERMIT

The individual or group, their guests and invitees, understand and agree that the Town of Jamestown will NOT be responsible for injury to persons using the premises under the terms of its application, nor for damage to or loss of property brought onto the premises, and that the Town of Jamestown will be held harmless for any and all claims for such injury, damage or loss, personal injury or death resulting from the use of its property, or related to the provision of outdoor table service and/or alcohol use, including any court costs and attorney fees.

The individual or organization, their guests and invitees agree to abide by all rules, laws and guidelines established by the Town Council or the State of North Carolina. I have also read and agree to abide by the Town's Special Events Ordinance. I also understand that if I violate this Ordinance, I may be subject to the penalties listed therein.

Signed:  Date: 3/3/25
Date received: _____ Received by: _____

GENERAL GUIDELINES:

1) Required Information from the Applicant, including, but not limited to:

- ⑥ A copy of the Special Events Permit application and any applicable plans.
- ⑥ All information as requested in *ARTICLE III: Requirements for special event permit application*, of the Town of Jamestown Special Events Ordinance for required information on special event plans.
- ⑥ A copy of your comprehensive general liability insurance policy from an A-rated insurance company for a minimum of \$1,000,000.00 which names the Town of Jamestown as a third-party, per *ARTICLE IX. Insurance required to conduct special events; hold harmless*, of the Special Events Ordinance.
- ⑥ All ABC permits
- ⑥ Proof that adjacent property owners have been notified of the time, date, duration, and scope of the special event.
- ⑥ Applicant must have signed an agreement to indemnify and hold harmless the Town of Jamestown from any and all claims of property damage, personal injury or death arising from or related to the provision of outdoor table service and/or alcohol at the special events venue.
- ⑥ Any other information requested by the Town Manager.

Procedure for Approval:

The Town Manager will review the request and schedule it for a hearing before the Town Council, if necessary. If additional information is required the Town Manager will notify you. Once the Special Events Permit is approved, you will receive an "approved" copy of the permit from the Town Manager or his/her designee.

Please keep a copy of the approved Special Events Permit and any applicable plans "on site" during the duration of the event.

ARTICLE III: Requirements for special event permit application.

1. Jamestown Elementary School, 108 Potter Drive Jamestown NC 27282, 336-819-2110
2. Signed certification is listed on special events permit, however we are more than happy to sign another in more detail.
3. Jamestown PTA, 108 Potter Drive Jamestown NC 27282, 336-819-2110
Chief Officer: PTA President, Leah Grant, 407-414-8070 / Race Committee chair, Zaira Bullins, 336-944-3134
4. N/A
5. ** Please see attached
6. ** Please see attached
7. ** Please see attached
8. ** Please see attached
9. Based on the number of students at the school and previous participation for similar events, we are looking to have around 80 people run in the 5K and approximately 200 students participate in the fun run.
10. Jamestown PTA and Teachers to lead the trash removal of both school grounds and route.
11. We will have 1 speaker and microphone at the front of the school to direct the crowd at the beginning and end of the races. Music to be played as well only via the 1 speaker. No DJ nor bands.
12. The school will be open for bathroom usage which will be monitored by PTA volunteers.
13. Volunteers from both the PTA and school staff will be there to guide traffic throughout the 5K course.
14. We have a signup sheet consisting of volunteers and teachers to assist in each department for the race such as having at least one person minimum on each street corner to help direct traffic, bathrooms etc.
15. We will have a first aid tent with basic necessities but have also reached out to the Jamestown Fire department for any help that they would be willing to assist with as a community event.
16. Insurance information attached
17. We do not have any unusual requirements
18. We have solidified Kona Ice, Cakes by B, and are speaking to a taco truck vendor to be on school grounds.



ASSOCIATION INSURANCE
MANAGEMENT INC

MEMBER CERTIFICATE OF INSURANCE

4/8/22

Thank you for purchasing your insurance from AIM. This is your Member Certificate and should be kept with your permanent records.

Insured #: NC9500

NAMED INSURED MEMBER:

Jamestown ES PTA
Attn: Heather Essary or Current Officer
108 Potter Dr.
Jamestown, NC 27282

Named Insured & Mailing Address:

Education Support Purchasing Group
c/o AIM
P.O. Box 674051
Dallas TX, 75267-4051

PRODUCER NAME

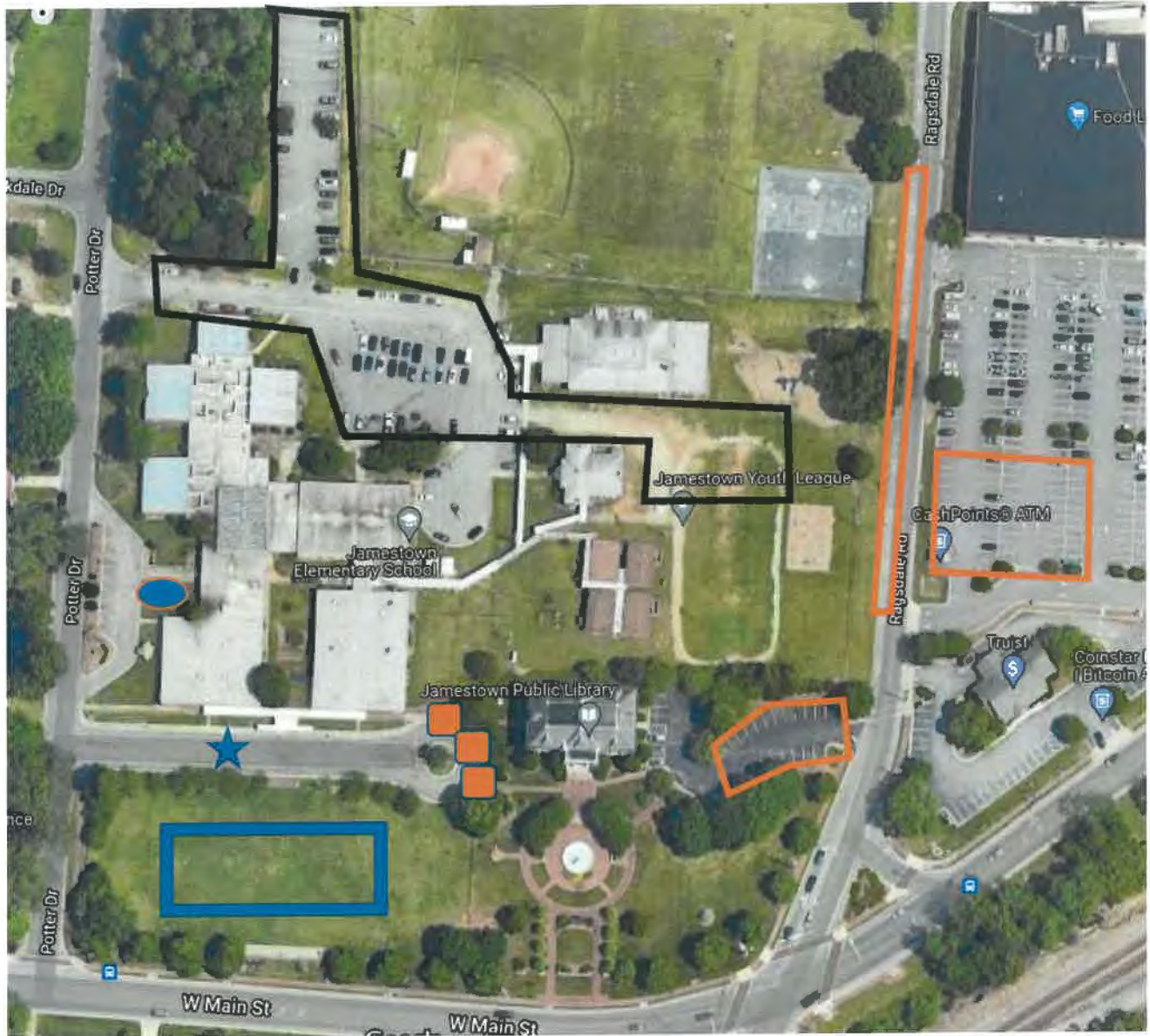
AIM Association Insurance
Management, Inc.
PO Box 674051
Dallas TX, 75267-4051





Company / Coverage	Policy #	Effective Dates	Deductible	Limits of Insurance	
Gotham Insurance Company / Commercial General Liability	GL2022PTA05090	3/16/22 - 3/16/23	\$ 0	Each Occurrence	\$1,000,000
				General Aggregate	\$2,000,000
				Products - COMP/OPS	\$2,000,000
				Personal & Advertising Injury	\$1,000,000
				Fire Damage (any one fire)	\$50,000
Gotham Insurance Company / Extended Medical Payments	GL2022PTA05090	3/16/22 - 3/16/23	\$ 0	Any One Person	\$5,000

Certificate Holder:








This member certificate, together with the common policy conditions, coverage part(s), coverage form(s), and endorsements, if any, complete the above numbered policy. Copies of the Master Policies are available upon request or may be printed at www.aim-companies.com

AUTHORIZED REPRESENTATIVE



-  Fun Run Course
-  5K Start/Finish Line
-  Main Parking, arriving before 8:45
-  Overflow parking, arriving after 8:45
-  Food Truck
-  Bounce house



	Start/Finish Line		Water stations
	Start of Route		Intersection Traffic Volunteer
	Second loop		Fun Run Course
	Final Stretch		

Dear Resident,

We are so excited to be supporting Jamestown Elementary School! As a resident who lives in close proximity to our biggest fundraiser of the year, we wanted you to be the first to know what to expect and to invite you to join us in the fun.

The JES PTA is hosting its 3rd annual 5K & Fun Run to raise money to support the school, our teachers & students. This year we were able to fund academic programs for all grade levels and assist teachers with classroom preparation. We also have some beautification projects planned for later this school year. The money raised will help us finish these projects and continue funding valuable programs for next year.

We have received a permit from the town of Jamestown to hold this event on April 5th. The 5K race route will start at the school and go around the neighborhood ending back at the school. We ask that residents do not park on the side of the road from 8:30am until 10:00am on this day. This will allow space for the runners to use the side of the road. We plan to have food trucks and other entertainment as well.

If you wish to be more involved, please visit our event page to register in the race or pledge a donation.

<https://app.givebacks.gives/2025tigertrot> **OR text Tiger to 919.626.3277**

We appreciate your support!

Kind Regards,

The Jamestown Elementary School PTA

Jamestown Elementary School
PTA Committee
336-819-2210
108 Potter Drive, Jamestown NC 27282

Statement of Fees

To whom it may concern,

We have two race options, one for the 5K itself and a Fun Run for those who are not able to walk/run the longer distances but would like to participate. We will also have an online donation option for those who would like to contribute any amount to help those who cannot afford the race outright.

5K - \$25 per person or \$35 with a T-Shirt

1 mile Fun Run is free for the students to participate and the more a student pledges, the more they are eligible to win. This option is available to our community members for \$2.

Thank you,

Zaira Bullins
JES PTA VP
336-944-3134

Jamestown Elementary School
PTA Committee
336-819-2210
108 Potter Drive, Jamestown NC 27282

Statement of Purpose

To whom it may concern,

Good afternoon! My name is Zaira Bullins and I am the Jamestown Elementary School PTA Vice President. We are seeking to host our 3rd annual 5K fundraiser for our school. We have been fortunate in the past to allocate the profits on academic programs and beautification projects requested by the teachers and staff. The past two years have done so well that we hope to see another great turnout and expand our participation numbers.

We are hoping that by hosting this in the town itself that we can get more involvement from the community and allow us to really advocate for how beneficial we are to the school.

Thank you.

Zaira Bullins
JES PTA VP
336-944-3134

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Financial Analysis for February 2025

AGENDA ITEM #: II.F.



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

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 02-28-25.

Sales tax came in slightly higher at 8.22% compared to February 2024. The sales tax distributed in December is for September sales. Property tax revenue is at 100% received.

Expenditures during February include monthly lease payments, code enforcement, and debt payments on the Golf Proshop, Water Sewer and the knuckleboom. Work was completed on the Bull Run Interceptor Rehabilitation Project (Oakdale Road Aerial project).

Rounds played in February 2025 were down from February 2024. There was 1,239 rounds of golf played in February 2025 compared to 1,722 rounds played in February 2024. Weather played a major factor in golf play. February 2025 had 6 days of covered greens. February 2024 had 6 bad weather day and 0 closed. The golf course had 1 room rental in February.

ATTACHMENTS: Summary of financial analysis

RECOMMENDATION/ACTION NEEDED: none

BUDGETARY IMPACT: none

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: none



**Town of Jamestown
FINANCIAL SUMMARY REPORT
FOR PERIOD OF 07/01/2024 - 06/30/2025**

GENERAL FUND

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	FYE 06/30/24 PRIOR YEAR ACTUAL TO DATE
REVENUES (FUND 10)					
PROPERTY TAXES	\$ 3,875,577	\$ 3,811,917	\$ 63,660	98.36%	\$ 3,789,167
MOTOR VEHICLE FEES	112,570	54,807	57,763	48.69%	83,241
SALES TAXES/HOLD HARMLESS	1,071,000	519,844	551,156	48.54%	1,081,271
UTILITIES SALES TAXES	310,700	106,545	204,155	34.29%	268,710
GRANTS FROM GUILFORD COUNTY	55,500	55,500	-	100.00%	55,500
GARBAGE & RECYCLING FEES	245,000	168,472	76,528	68.76%	251,617
POWELL BILL	119,000	130,551	(11,551)	109.71%	119,978
STORMWATER FEES	171,600	113,515	58,085	66.15%	99,225
GOLF COURSE FEES	1,166,300	753,401	412,899	64.60%	1,338,759
RECREATION FEES	22,000	19,000	3,001	86.36%	32,499
INVESTMENT EARNINGS	165,000	158,595	6,405	96.12%	223,703
ISSURANCE OF INSTALLMENT PURCHASE FINANCING	280,000	279,989	11	100.00%	322,186
OTHER REVENUES	431,245	324,047	107,198	75.14%	540,027
TRANSFER FROM GENERAL CAPITAL RESERVE FUND	72,000	36,457	35,543	50.64%	72,108
BALANCING APPROPRIATION	909,515	-	909,515	0.00%	-
	\$ 9,007,007	\$ 6,532,642	\$ 2,474,365	72.53%	\$ 8,277,991

CAPITAL RESERVE FUND (FUND 11)

REVENUE

INTEREST	\$ 100	\$ 254	\$ (154)	254.03%	\$ 354
TRANSFER FROM GENERAL FUND	146,926	146,926	-	100.00%	149,214
	\$ 147,026	\$ 147,180	\$ (154)	100.10%	\$ 149,567

	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	FYE 06/30/24 PRIOR YEAR ACTUAL TO DATE
EXPENDITURES & ENCUMBRANCES (FUND 10)						
GOVERNING BODY	\$ 126,825	\$ 37,089	\$ 44,109	\$ 45,627	64.02%	\$ 65,158
ADMINISTRATION	1,117,076	714,888	25,385	376,804	66.27%	985,558
PLANNING	225,600	116,635	10,055	98,910	56.16%	226,568
BUILDINGS & GROUNDS	364,496	105,814	104,189	154,493	57.61%	332,060
PUBLIC SAFETY	528,000	258,356	266,752	2,893	99.45%	334,566
FIRE	886,100	656,885	222,815	6,400	99.28%	886,363
STREET	872,779	450,191	108,278	314,310	63.99%	800,959
POWELL BILL	231,551	-	-	231,551	0.00%	-
STORMWATER	171,600	34,382	35,200	102,018	40.55%	54,721
SANITATION	496,450	184,168	61,071	251,215	49.40%	416,093
RECREATION	972,903	609,098	129,426	234,378	75.91%	567,362
GOLF COURSE MAINTENANCE	1,454,876	644,552	331,993	478,331	67.12%	1,299,684
GOLF SHOP	726,070	367,574	67,965	290,531	59.99%	561,908
DEBT SERVICE	485,000	229,472	118,071	137,457	71.66%	287,948
OTHER FINANCE USES	347,681	347,681	-	-	100.00%	204,714
	\$ 9,007,007	\$ 4,756,780	\$ 1,525,308	\$ 2,724,918	69.75%	\$ 6,523,661

EXPENDITURES & ENCUMBRANCES (FUND 11)

TRANSFERS TO OTHER FUNDS	\$ 72,000	\$ 36,457	\$ -	\$ 35,543	50.64%	\$ 72,108
RESERVE FOR FUTURE EXPENDITURES	75,026	-	-	75,026	0.00%	-
	\$ 147,026	\$ 36,457	\$ -	\$ 110,569	24.80%	\$ 72,108

WATER & SEWER FUND

	CURRENT	ACTUAL	UNCOLLECTED	Y-T-D %	FYE 06/30/24 PRIOR YEAR ACTUAL
REVENUES (FUND 30)	BUDGET	TO DATE	TO DATE	COLLECTED	TO DATE
WATER CHARGES	\$ 1,100,000	\$ 760,237	\$ 339,763	69.11%	\$ 1,017,106
SEWER CHARGES	3,500,000	2,520,831	979,169	72.02%	3,865,061
INVESTMENT EARNINGS	250,000	266,406	(18,406)	106.56%	461,714
OTHER REVENUES	543,003	625,743	(82,740)	115.24%	173,580
TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND	118,400	118,376	24	99.98%	118,376
TRANSFER FROM WATER SEWER CAPITAL RESERVE	148,060	-	148,060	0.00%	-
BALANCING APPROPRIATION	5,879,480	-	5,879,480	0.00%	-
	\$ 11,538,943	\$ 4,291,592	\$ 7,247,351	37.18%	\$ 5,635,837

RANDLEMAN RESERVOIR CAPITAL RESERVE FUND (FUND 60) REVENUE

INVESTMENT EARNINGS	\$ 8,000	\$ 10,695	\$ (2,695)	133.68%	\$ 22,707
TRANSFER FROM ENTERPRISE FUNDS	32,100	32,100	-	100.00%	32,100
APPROPRIATED NET ASSETS	78,300	-	78,300	0.00%	-
	\$ 118,400	\$ 42,795	\$ 75,605	36.14%	\$ 54,807

WATER AND SEWER CAPITAL RESERVE FUND (FUND 61) REVENUE

TRANSFER FROM W/S-SYSTEM DEVELOPMENT FEES	\$ 480,589	\$ 480,589	\$ -	100.00%	\$ 16,300
INVESTMENT EARNINGS	1,000	2,657	(1,657)	265.72%	3,988
TRANSFER FROM ENTERPRISE FUNDS	500,000	-	500,000	0.00%	454,837
	\$ 981,589	\$ 483,246	\$ 498,343	49.23%	\$ 475,205

	CURRENT	EXPENDITURES	ENCUMBRANCES	UNSPENT	Y-T-D %	FYE 06/30/24 PRIOR YEAR ACTUAL
EXPENDITURES & ENCUMBRANCES (FUND 30)	BUDGET	TO DATE	TO DATE	TO DATE	SPENT	TO DATE
PERSONNEL	\$ 1,667,900	\$ 945,762	\$ 6,933	\$ 715,205	57.12%	\$ 1,182,050
WATER PURCHASES	441,000	194,597	242,008	4,395	99.00%	304,666
SEWER TREATMENT	825,000	406,014	65,882	353,103	57.20%	805,698
DEBT SERVICE	278,600	224,867	17,288	30,346	88.95%	245,621
CONTRACT SERVICES & MAINTENANCE	817,080	178,422	167,099	471,560	42.29%	344,913
CAPITAL	5,599,080	1,310,797	457,652	3,830,811	31.58%	334,095
TRANSFER TO OTHER FUNDS	1,243,289	755,389	-	487,900	60.76%	503,337
OTHER OPERATING EXPENDITURES	687,114	283,320	40,626	343,170	48.58%	377,551
	\$ 11,538,943	\$ 4,298,167	\$ 997,486	\$ 6,242,290	45.90%	\$ 4,097,931

RANDLEMAN RESERVOIR CAPITAL RESERVE FUND (FUND 60) TRANSFER TO OTHER FUNDS

	\$ 118,400	\$ 118,376	\$ -	\$ 24	99.98%	\$ 118,376
	\$ 118,400	\$ 118,376	\$ -	\$ 24	99.98%	\$ 118,376

WATER AND SEWER CAPITAL RESERVE FUND (FUND 61)

TRANSFER TO OTHER FUNDS	\$ 148,060	\$ -	\$ -	\$ 148,060	0.00%	\$ -
RESERVE FOR FUTURE EXPENDITURES	833,529	-	-	833,529	0.00%	-
	\$ 981,589	\$ -	\$ -	\$ 981,589	0.00%	\$ -



Town of Jamestown
FINANCIAL SUMMARY REPORT
As of June 30, 2025

CAPITAL PROJECTS					
	Fund (#18)	Fund (#20)	Fund (#21)	Fund (#23)	Fund (#24)
	Oakdale Sidewalk Ph 3 Capital Project	Recreational Maint Facility Capital Project	Oakdale Sidewalk Ph 2 Capital Project	Penny Road Sidewalk Capital Project	Sidewalk Project Guilford County ARPA Capital Project
Life to Date Revenues & Other Financing Sou	219,186	1,079,363	79,589	51,000	2,294,795
% of budget received	3%	100%	40%	4%	100%
Life to Date Expenditures	131,792	962,519	48,286	-	255,720
% of budget expended	20%	89%	24%	0%	11%
	Fund (#26)	Fund (#27)	Fund (#28)	Fund (#29)	
	Parks and Rec PARTF Guilford County ARPA Capital Project	Parks and Rec AFP Guilford County ARPA Capital Project	Forestdale East Stormwater Project Capital Project	Jamestown Park Restroom Project Capital Project	
Life to Date Revenues & Other Financing Sou	430,410	600,000	1,011,700	702,000	
% of budget received	100%	100%	100%	100%	
Life to Date Expenditures	152,585	498,443	-	-	
% of budget expended	35%	83%	0%	0%	



**Town of Jamestown
FINANCIAL SUMMARY REPORT
As of June 30, 2025**

DEBT SERVICE

Installment Purchase Debt:	Balance at 6/30/2025	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Knuckleboom truck, financed in 2020	7,462	5/7/2025	2024/2025
Golf Clubhouse Renovation	183,360	11/3/2027	2027/2028
Golf Equipment	321,963	6/5/2028	2027/2028
2024 Leaf truck	279,989	6/30/2031	2030/2031
	<u>\$ 792,775</u>		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	<u>\$ 137,465</u>	11/3/2027	2027/2028



**Town of Jamestown
Financial Summary Report
as of June 30, 2025**

CASH BALANCES

Petty Cash	\$ 1,350
Operating Cash	5,642,065
Certificates of Deposit	3,073,742
Money Market Accounts - First Bank	955,401
North Carolina Capital Management Trust	12,359,624
	<u>\$ 22,032,181</u>

Reservations of cash:

Cash reserved for Randleman Reservoir	\$ 338,388
Cash reserved by Powell Bill for street improvements	\$ 399,580
General Capital Reserve Fund	240,465
Oakdale Sidewalk Phase 3	86,813
Oakdale Sidewalk Phase 2	28,903
Penny Road Sidewalk Capital Project	51,000
Recreational Maintenance Facility Capital Project	45,797
Water Sewer Capital Reserve Fund	2,276,196
	<u>\$ 3,467,142</u>

Cash by Fund:

General	\$ 7,842,160
General Capital Reserve Fund	240,465
Oakdale Sidewalk Phase 3	86,813
Oakdale Sidewalk Phase 2	28,903
Penny Road Sidewalk Capital Project	51,000
Recreational Maintenance Facility Capital Project	45,797
Forestdale East Stormwater Project	242,700
Jamestown Park Restroom	201,842
Water/Sewer	10,677,918
Randleman Reservoir	338,388
Water/Sewer Capital Reserve Fund	2,276,196
	<u>\$ 22,032,181</u>

Cash by Bank:

NCCMT	\$ 12,359,624
Pinnacle Bank	7,642,065
First Bank	2,029,143
	<u>\$ 22,030,831</u>

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Budget Amendment #6

AGENDA ITEM #: II.G



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

This budget amendment includes system development fees received, reallocating motor vehicle fee revenue from FY 23-24 for paving contract, and reallocating Powell Bill funds for the paving contract.

ATTACHMENTS: Budget Amendment #6

RECOMMENDATION/ACTION NEEDED: Approve Budget Amendment #6

BUDGETARY IMPACT: none - entries should offset each other

SUGGESTED MOTION: Approve Budget Amendment #6

FOLLOW UP ACTION NEEDED: N/A

FYE 6/30/25
BUDGET Amendment #6

Fund 10:

		Debit	Credit
a. Other Contracted Services	10-5600-4990	30,300	
Fund Balance Appropriated	10-3991		30,300
To reallocate remaining motor vehicle fee revenues from FY 23-24 for paving contract			
b. Other Contracted Services	10-5700-4990	31,000	
Powell Bill Reserve Appropriated	10-3990		31,000
To reallocate Powell Bill funds for paving contract			

Fund 30:

a. Transfer to W/S Capital Reserve Fund	30-7100-9600	15,200	
System Development Fees	30-3742		15,200
To budget for system development fees to be transferred			

Fund 61:

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Manager's Report

AGENDA ITEM #: V-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: 10 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: None

The Town has been fortunate to receive grant funding for several major projects. This will be an ongoing process to keep the Council and the public updated on their progress:

- A. ARPA Sidewalk Project
 - Smaller sidewalk projects - Work is currently underway. Bricks have arrived and are being installed. This project will help tie together existing sidewalk networks and were identified as priority connections in our Comprehensive Pedestrian Transportation Plan.
 - The E. Main St. to Millis Rd. sidewalk project is currently under design.
- B. The newly updated golf course website should be live within a few weeks. Staff is currently undergoing training for the site. This represents significant progress in completing Outcome 1-B in the Town Council Strategic Plan.
- C. Loose leaf collection has ended for the season. Citizens still have the option to place yard waste in approved paper bags or in containers available for purchase from the town for their weekly collection.
- D. I want to recognize all of the Town staff for their resourcefulness and dedication to making Jamestown the best community in the Triad. The Town has an incredible team and there have been substantial improvements being made throughout town.
- E. The Town Council and staff will host our next budget retreat on March 20th from 10 AM – Noon in the Civic Center.

Key Dates:

March 20th - Budget Retreat II – 10 AM – Noon – Civic Center Chambers

April 3rd – Bulk Pickup Day

April 7th – Regularly scheduled Parks & Recreation Board meeting – 6 PM Civic Center Chambers

April 14th – Regularly scheduled Planning Board meeting – 6 PM Civic Center Chambers

April 15th – Town Council meeting – 6 PM – Civic Center Chambers

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Joint Use Agreement w/ Guilford County Schools

AGENDA ITEM #: VI-A



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: 3/18/25

ESTIMATED TIME FOR DISCUSSION: 5 min.

DEPARTMENT: Recreation

CONTACT PERSON: Scott Coakley

SUMMARY:

The Recreation Director is asking Mayor and Council to consider a Joint Use Agreement for the use of the Jamestown Elementary School athletic fields.

The proposed addition would enable the Town to utilize the fields at Jamestown Elementary School, providing a valuable new amenity for both our residents and local sports leagues. The current baseball fields at Jamestown Park are without lighting due to storm damage. The cost of installing new lighting is prohibitively high, and the fields are underutilized. This new option would also support the scheduling of weekday practices during the fall season, as the earlier sunsets limit available playtime. Additionally, this initiative will aid the Town of Jamestown in long-term planning. With Phase 1 renovations underway at Jamestown Park, it will not be long before attention is needed to update the baseball fields. The existing irrigation system is outdated, and the drainage infrastructure is deteriorating. Utilizing the Jamestown Elementary fields will ensure that baseball activities can continue while the park area undergoes renovations. In exchange for access to the Jamestown Elementary fields, the Town will assume responsibility for field maintenance, including mowing, striping, and fertilization.

ATTACHMENTS: Contract

RECOMMENDATION/ACTION NEEDED: Staff recommend we enter into the agreement with Guilford County Schools

BUDGETARY IMPACT:

SUGGESTED MOTION: Council Member makes a motion to approve the Shared Use Agreement with Guilford County Schools and allow the Town Manager, Assistant Manager, and Finance Director to execute the contract.

FOLLOW UP ACTION NEEDED:

SHARED USE AGREEMENT
BETWEEN
GUILFORD COUNTY BOARD OF EDUCATION
AND TOWN OF JAMESTOWN

THIS AGREEMENT (the "Agreement") is made and entered into this the 18th day of March, 2025, by and between the GUILFORD COUNTY BOARD OF EDUCATION, a body corporation organized and existing pursuant to the laws of the State of North Carolina (the "Board"), and the TOWN OF JAMESTOWN (the "Town").

WITNESSETH

WHEREAS, the Board owns and maintains a school facility in Jamestown, North Carolina, known as **Jamestown Elementary School**;

WHEREAS, the Town has improved portions of the Jamestown Elementary School for use as athletic facilities, including but not limited to baseball, and practices fields (hereafter "Fields"), for the benefit of students and citizens of Guilford County;

WHEREAS, the Board agrees to work cooperatively with the Town to maximize the benefits of the school facilities to the community;

WHEREAS, the parties believe that a joint use of the fields benefits all parties, and have agreed to the terms and conditions below to facilitate that shared use;

NOW, THEREFORE, in consideration of the foregoing and mutual covenants and premises set forth, the parties hereto agree as follows:

1. **Shared Used of the Fields**

- (a) The Board shall have exclusive right to control and operate the Fields until 6:00 p.m. on each day when school is in session; and as needed for school events during the school year. School activities will take precedence over all other schedules.
- (b) Scheduling for hours other than as described above will be handled by the Town. The Board reserves the right to schedule make-up events for times not described in paragraph 1(a). The Town shall maintain and administer a master schedule which will be reviewed and approved by the Jamestown Elementary School principal. The approved schedule will be forwarded to the Facilities Coordinator for Community Services, Guilford County Schools. Any amendments to the schedule which result from cancellations or delays of school-

sponsored events shall take priority over other events. The schedule will contain the designated time and use codes as follows:

- (i) School Use: All times designated School Use shall mean hours during which the respective school has full use of the Fields, and the public is not permitted access or entrance without the express permission of the Jamestown Elementary School principal.
- (ii) Town Use: All times designated Town Use shall mean hours when the Town has full use of the Fields.
- (c) The Town shall at its sole cost and expense provide any necessary personnel or equipment to ensure the safety of person/persons who use and observe play on Fields during "Town Use" and shall not in any way increase the risk or jeopardize the safety of persons during School Use.
- (d) The Board shall permit the Town full and open access to the Fields for the purpose of maintaining the Fields.

2. Use of Port-A-Johns:

The Principal of Jamestown Elementary School must approve the use of port-a-johns prior to the port-a-john(s) being staged. Port-a-johns are to be staged no earlier than 24 hours before an event and remain on site no longer than 24 hours after the last event of the rental period.

The Town is to provide the Principal of Jamestown Elementary a copy of the port-a-john rental agreement. At a minimum, the agreement is to clearly define functional and operational aspects of the device to ensure that the:

- 1. Port-a-john is pumped out and cleaned weekly.
- 2. Port-a-john has a functional exterior door lock. The exterior lock is needed to ensure that the facility can be locked by the renting organization when the port-a-johns are not in use or are to remain on site overnight. Keys for unlocking the Port-a-johns are to be maintained by both the principal and the maintained organization renting the area.
- 3. Area around the port-a-john is kept clean and free of debris.

Finally, approval for the staging and use of port-a-johns on school property is a "provisional approval" contingent upon there being no problems with staging, use, and cleanliness of the port-a-john(s).

3. **Insurance:**

The Town shall keep in force, without expense to the Board, so long as this Agreement remains in effect, public liability insurance with respect to the Fields with companies and in form acceptable to the Board with a minimum of \$1,000,000.00 on account of any one accident or disaster; and property damage insurance with minimum limits of \$250,000.00; and the Town further agrees to provide to the Facilities Coordinator of Community Services copies of the policy or policies of such insurance or certificates.

4. **Indemnification:**

- (a) The Town shall indemnify the Board and save it harmless from and against any and all claims, actions, damages, liability, and expenses (including reasonable attorney's fees) in connection with loss of life, personal injury, and/or damage to property arising from or out of the occupancy or use by the Town of the Fields or any part thereof or any other part of the Board's property. Any time designated as "Town Use" shall be deemed to be in use and under the control of the Town and any person present on the Fields or related Board property as a result of the activity shall be deemed to be the occupancy by the Town.
- (b) The Town shall comply with the intent of Title IX of 34 CFR, Part 106, and shall not discriminate on the basis of sex.

5. **Maintenance:**

The Town, at its sole expense, shall maintain the fields and keep them in good repair and in safe condition, including but not limited to mowing, irrigation, fertilization, aeration, seeding, clean up and general maintenance and upkeep. Additionally, the Town shall assume responsibility for the lighting of the fields and shall transfer the responsibility for the cost of operating the lighting system to the Town.

6. **Property Damage:**

The Town shall, within thirty (30) days after demand by the Board, reimburse the Board for costs of repairing or replacing any damage to the fields or facilities which has occurred due to the Town's control of the Fields.

7. **Term:**

This Agreement will become effective when it is approved and signed by both parties. It will remain in full force and effect for a period not to exceed ten (10) years or until terminated as provided in this paragraph. Either party may terminate this Agreement at any time by giving the other sixty (60) days prior written notice. This agreement may be renewed for up to 10 years in writing, signed by both parties, within 60 days of the expiration of this Agreement.

8. **Revenue:**

The Town may generate revenue as the result of the Town activities during Town Use and Open Use. At no time shall the Board, or any of its schools or teams, be charged any fee for the use of the Fields.

9. **Construction of Improvements:**

From time to time the Town may request the Board to permit the Town to make improvements such as construction of bleachers, shelters, playground equipment, concessions stands, etc. Any improvements must be agreed to by the Board in writing prior to beginning construction. All requested improvements must comply with all appropriate State and local laws, ordinances, and regulations. The Town shall assume full responsibility for the expense of the improvements and obtain all necessary approvals from the Board.

10. **Miscellaneous:**

- (a) **Severability:** If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or otherwise unenforceable, the remainder of this Agreement shall remain in full force and effect and shall in no way be invalidated, void, or voidable.
- (b) **Entire Agreement:** This Agreement, documents, and instruments referred to herein, and any appendices and exhibits hereto which are incorporated herein by reference constitute the entire understanding among the parties with respect to the subject matter hereof. No modification of this Agreement shall be valid unless in a writing signed by each party of this Agreement.
- (c) **No Waiver:** The waiver of any term or condition of this Agreement by any party shall not be construed as a waiver of any subsequent breach or failure of the same term or condition, or a waiver of any other term of condition of this Agreement.
- (d) **Applicable Law:** This Agreement shall be governed by the laws of the State of North Carolina.
- (e) **Headings:** Section and paragraph titles and headings herein contained are inserted only for convenience and are not intended to be construed as part of this Agreement or as a limitation on the scope of the particular portions of this Agreement to which they refer.
- (f) **Counterparts:** This Agreement may be executed in multiple counterparts, the combination of which shall constitute a single agreement.

11. **Notice:**

Any written notices required to be given to The Town of Jamestown under this Agreement shall be given (i) by personal delivery or (ii) by depositing such notice in the United States mail, postage prepaid, addressed to:

The Town of Jamestown
Post Office Box 848
Jamestown, NC 27282

Either party may change the address to which notice to it shall be sent by giving written notice of such change to the other party in the manner provided in this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their authorized representatives by authority duly given, all as the date first above written.

GUILFORD COUNTY SCHOOLS

Post Office Box 880
Greensboro, NC 27402

Authorized Signature

Title

THE TOWN OF JAMESTOWN

Post Office Box 848
Jamestown, NC 27282

Mayor S. Lynn Montgomery

ATTEST:

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

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Presentation regarding Guilford County Animal Control Services

AGENDA ITEM #: VII-A

☐ **CONSENT AGENDA ITEM**

☐ **ACTION ITEM**

☒ **INFORMATION ONLY**

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Jorge Ortega, Animal Services Director, will present information on the various services that Guilford County Animal Control provides to the community.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Chair
Doug Sampson

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Parks & Rec Committee Members
Daniel McDaniel, Vice Chair
Charles Clapp, Jr.
Amy Reese
Maria Ashburn
Phyllis Bridges
Lamar Lee
Rebecca Mann Rayborn, Council Representative

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Consideration for Golf Course Fleet replacement at Jamestown Park **AGENDA ITEM #:** VII-B

☐

CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: 5 min

DEPARTMENT: Recreation

CONTACT PERSON: Scott Coakley

SUMMARY:

The Recreation Director will present the recommendation to replace the current golf cart fleet at Jamestown Park Golf Course. After conducting thorough discussions with major suppliers regarding the replacement of our golf carts and driving range picker, I recommend awarding the contract to Yamaha.

We are currently in a four-year lease agreement with our existing provider, who has significantly altered their program. Traditionally, we have adhered to a four-year lease structure and traded out our fleet after three years. This approach has consistently ensured that our carts remain in good condition, minimizing downtime, and avoiding costly battery replacements. However, with our current lease nearing its end, nearly half of our batteries are out of warranty and beginning to fail. The current provider now exclusively offers lithium batteries with five-year agreements, which is no longer suitable given our fleet's needs. Upon reviewing all available options, I propose upgrading to a new fleet of carts that includes enhanced features such as lithium batteries, phone chargers, sand bottles, and upgraded seats. Even with these additional features, the new agreement would save the facility over \$10,000 annually, and we would be able to maintain a four-year term with the flexibility to trade at the three-year mark, ensuring that our carts remain in excellent condition for our patrons.

We had the opportunity to test a demo cart for almost a week and received overwhelmingly positive feedback from our staff and customers. Additionally, this proposal includes an option that enables us to receive the new carts prior to the expiration of our existing agreement in June. I believe this proposal will provide significant long-term value to the facility, improve the overall experience for our patrons, and reduce maintenance costs.

ATTACHMENTS: Contract

RECOMMENDATION/ACTION NEEDED: A motion to approve contract for fleet replacement and allow Town staff to execute

BUDGETARY IMPACT:


SUGGESTED MOTION: A motion to approve the contract with Yamaha as presented and allow the Town Manager, Assistant Town Manager, and Finance Director to execute the contract.

FOLLOW UP ACTION NEEDED: Execution of contract



**Proposal Details and Acceptance
Fleet Vehicle Pricing
Quote:20016712**

Leasing Quote No:P-223917

Model Description	Installed Accessories	Qty	Terms
 2025 FLEET AC LI	<ul style="list-style-type: none"> • GLACIER • DECALS • USB L AC • SELF ADHESIVE INFO HOLDER • Brown Touring Seat Upgrade • BLACK GOLF CAR SUNTOP UPG. • WHEEL COVER, SILVER, BULK • SINGLE SAND BOTTLE EACH SIDE • CLEAR HINGED WINDSHIELD ASSY 	72	Term: 48 Months Starting: 04/01/2025 Payment per unit: \$126.88 Total Payment: \$9,135.36 Total # of Payments: 48

Payment Schedule:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025				X	X	X	X	X	X	X	X	X
2026	X	X	X	X	X	X	X	X	X	X	X	X
2027	X	X	X	X	X	X	X	X	X	X	X	X
2028	X	X	X	X	X	X	X	X	X	X	X	X
2029	X	X	X									

Payment **X** No Payment **blank**

ADDITIONAL TERMS:

- All prices listed above are subject to change without notice. This Lease Quote is valid for 30 days from quote date.
- Per agreement, Yamaha will provide a check of \$15,981.84 to satisfy the last 3 months of lease agreement for the current EZGO Lease. Price reflects the buyout.

This quotation is valid for Thirty (30) days from quote date and is subject to change beyond that date. Furthermore, this proposal constitutes the entire understanding and agreement amongst the parties, whether oral or in writing. Neither party has made any further representations or promises to the other with respect to the subject matter of this agreement, except as set forth in this agreement. This agreement supersedes any previous agreements made between parties and is confidential in nature. The proceeding quotation does not include applicable taxes, insurance or service and is subject to final approval of Yamaha Commercial Leasing & Finance and Yamaha Golf Car Company. Additional contracts to follow.

If this proposal is acceptable under the above terms, please sign and date below:


Accepted by: _____ Date: _____
JAMESTOWN PARK GOLF COURSE

Accepted by: _____ Date: 03/11/2025
Yamaha District Manager



**Proposal Details and Acceptance
Fleet Vehicle Pricing
Quote:20016712**

Leasing Quote No:P-223918

Model Description	Installed Accessories	Qty	Terms
 2025 UMAX 2 EFI	<ul style="list-style-type: none"> • GLACIER • None • REAR ARM SKID PLATE KIT • UNIVERSAL PICKER ADAPTOR • UMAX RANGE CAGE, EAGLE METAL • No Windshield 	1	Term: 48 Months Starting: 04/01/2025 Payment per unit: \$299.00 Total Payment: \$299.00 Total # of Payments: 37

Payment Schedule:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2026			X	X	X	X	X	X	X	X	X	X
2027	X	X	X	X	X	X	X	X	X	X	X	X
2028	X	X	X	X	X	X	X	X	X	X	X	X
2029	X	X	X									

Payment **X** No Payment **blank**

ADDITIONAL TERMS:

All prices listed above are subject to change without notice.
This Lease Quote is valid for 30 days from quote date.

This quotation is valid for Thirty (30) days from quote date and is subject to change beyond that date. Furthermore, this proposal constitutes the entire understanding and agreement amongst the parties, whether oral or in writing. Neither party has made any further representations or promises to the other with respect to the subject matter of this agreement, except as set forth in this agreement. This agreement supersedes any previous agreements made between parties and is confidential in nature. The proceeding quotation does not include applicable taxes, insurance or service and is subject to final approval of Yamaha Commercial Leasing & Finance and Yamaha Golf Car Company. Additional contracts to follow.

If this proposal is acceptable under the above terms, please sign and date below:

Accepted by: _____ Date: _____
JAMESTOWN PARK GOLF COURSE

Accepted by: _____ Date: 03/11/2025
Yamaha District Manager



PROPOSAL EXPRESSLY PREPARED FOR



PROUDLY PRESENTED BY

CHRIS HUMBLE
CHRIS_HUMBLE@YAMAHA-MOTOR.COM

DRIVE²



03/11/2025

Scott Coakley
Jamestown Park Golf Course
7041 E Fork Rd, Jamestown, NC 27282

On behalf of the entire team at Yamaha Golf-Car Company, I would like to express my most sincere gratitude for the opportunity to submit this proposal for a new fleet of Yamaha golf cars at **Jamestown Park Golf Course**. Consistently ranked among the most beloved and recognized brands in the world, Yamaha prides itself on providing superior engineering and efficiency in its vehicles, and our quality and image align seamlessly with that of your fine facility. We simply believe Yamaha will be the easiest and best decision you ever make.

Since the launch of 'The Drive' model golf car in late 2006, Yamaha has been on a steady climb to the top of the industry, gaining more than 15% market share over that span. The legacy and growth continues with the Drive² and UMAX, evolutions which maintained all the popular features of previous models while enhancing golfer comfort and connectivity and lowering the cost of ownership for your facility.

- Industry - Leading Factory Direct Fleet Service
- Classy Body Styling & Premium Accessories
- Ergonomic Engineering that Emphasizes Player Comfort and Functionality
- Lowest-Maintenance and Cost of Ownership Golf Car in the Industry

Our primary goal at Yamaha is to look out for the best interests of your Club while maintaining your out-of-pocket maintenance costs and eliminating down time. I want to emphasize how confident we are you and your members' needs and expectations will be met and far exceeded with our world class vehicles and the personal touch of excellence from our Industry-Leading Service.

In closing, please know that Yamaha is not only committed to earning your trust and your business on this deal, but building a long-term partnership as your golf car and utility fleet provider for years to come.

Most sincere regards,

CHRIS HUMBLE
District Sales Manager
CHRIS_HUMBLE@YAMAHA-MOTOR.COM



The Yamaha Story

OUR CARS

The best fleet and utility cars in the industry and the only company with four fleet options:

Drive² PowerTech AC Lithium

Drive² AC Electric (Lithium battery option available)

Drive² EFI, Golf Digest Editors' Choice Award for Best Gas Golf Car

Drive² QuietTech EFI, an Industry First

OUR STATS

3,238+ Courses have switched to Yamaha in the past 13 years

1 Rated in Satisfaction, Customer Support, and Reliability *

97% Brand Loyalty **

94% Customer Retention Rate

OUR AFFORDABLE GPS SOLUTION

Track and control your fleet.

Drive Profits. Reduce Costs.

Work Smarter.

* Golf Car Attitudes and Perceptions Research Study Published by NGF, 2015.

** Golf Car Fleet Study Published by Golf DataTech, LLC., 2015.

YGC funded the research studies conducted by NGF and Golf DataTech, LLC.



Company Profile

Yamaha Golf-Car Company (YGC) is a for-profit subsidiary of Yamaha Motor Corporation, USA. We are an American company with nearly 1,700 American employees between our factory in Newnan, GA and our Southeastern Headquarters in Kennesaw, GA.

For more information, please visit us on the web at:

www.yamahagolfcar.com

Our Team

President: Stephen Donnell

Chief Operating Officer: Doug Griffin

Division Manager, Fleet Sales & Marketing: Kevin Norcross, PGA

Regional Sales Manager: **Craig Sanford**

District Sales Manager: **Chris Humble**

Inside Sales Manager: **Danielle Jones**

Factory Service Provider: **Tim Cresswell**

Manufacturing Facility

Yamaha Motor Manufacturing Corporation
1000 GA Hwy. 34 East
Newnan, GA 30265

Corporate Headquarters

Yamaha Golf-Car Company
1270 Chastain Rd. NW
Kennesaw, GA 30144

Parent Corporation

Yamaha Motor Corporation U.S.A. (YMUS)
1270 Chastain Rd. NW
Kennesaw, GA 30144

Captive Finance Company

Yamaha Motor Finance Corporation (YMFUS)
6555 Katella Ave.
Cypress, CA 90630





Important Links

Yamaha Golf-Car Company Website:

<https://www.yamahagolfcar.com>

Yamaha Golf-Car Company Social Media Outlets:

Facebook: <https://www.facebook.com/YamahaGolfCarCompany>

Twitter: <https://twitter.com/yamahagolfcars>

YouTube https://www.youtube.com/channel/UC3Znm5q_y-eavvxTM8uprQg

Instagram: <https://instagram.com/yamahagolfcar>

Google + <https://plus.google.com/+Yamahagolfcarcompany>



Listing of our Video Testimonials:

<https://www.yamahagolfcar.com/testimonials/>

2017 Drive2 Launch Video:

<https://www.youtube.com/watch?v=45RaUUgUqnY&t=40s>

2018 UMAX Utility Launch Video:

https://www.youtube.com/watch?v=6M9HE_K5Q0E

2022 Drive2 Lithium Launch Video:

https://www.youtube.com/watch?v=M_Ps6nlxBEg



Our Partners

Official Golf Car: The logo for the National Golf Cart Owners Association (NGCOA) features a circular emblem with a golf ball and a club, followed by the letters "NGCOA" in a large, bold, black serif font. A horizontal line with a yellow-to-orange gradient is positioned below the text.

Affiliate Member: The logo consists of a circular seal on the left with the text "PROFESSIONALISM • EDUCATION" at the top, "CM AA" in the center, and "LEADERSHIP" at the bottom. To the right of the seal, the words "CLUB MANAGERS ASSOCIATION OF AMERICA" are written in a blue, sans-serif font.

Silver Sponsor: The logo features the letters "GCSAA" in a bold, green, sans-serif font, followed by a stylized green and white circular graphic.

Member: The logo features a green circular emblem with a white "I" and "L" inside, followed by the letters "ITVA" in a bold, green, sans-serif font. To the right, the words "INTERNATIONAL LIGHT TRANSPORTATION VEHICLE ASSOCIATION" are written in a small, green, sans-serif font.

Section Sponsor:

- Alabama - NW Florida Section, PGA
- Carolinas Section, PGA
- Georgia Section, PGA
- Gulf States Section, PGA
- New England Section, PGA
- North Texas Section, PGA
- Northern California Section, PGA
- Southern California Section, PGA
- South Central Section, PGA
- South Florida Section, PGA
- South Texas Section, PGA
- Tennessee Section, PGA

Great Incentives When You Convert or Renew Your Golf Car Fleet



Yamaha is the “Official Golf Car Partner” of the National Golf Course Owners Association.

NGCOA members receive valuable incentives, including rebates, on Yamaha’s golf car and utility vehicle purchases and leases.

You’ll appreciate Yamaha’s technical **innovation and advancements**—including the YamaTrack GPS fleet management utility—and will find satisfaction and value in Yamaha’s **superior customer service**.

ALREADY AN NGCOA MEMBER?

- **Convert** your fleet to Yamaha golf cars and receive a \$50 rebate per golf car*
- OR
- **Renew** your current Yamaha contract and receive one FREE registration for NGCOA’s Golf Business Conference—an \$800 value

NOT YET AN NGCOA MEMBER?

- **Convert** your fleet to Yamaha golf cars and receive one year of NGCOA membership FREE, and one FREE registration for NGCOA’s Golf Business Conference—a combined \$1,250+ value
- OR
- **Renew** your current Yamaha contract and receive one year of NGCOA membership FREE— a \$450+ value

Learn more about the benefits of membership at www.ngcoa.org/membership/join, and contact Sherea Malcolm, Assistant Director of Membership, at smalcolm@ngcoa.org or 302-399-1652 with any questions.

NGCOA members who **joined prior to 03/31/18** receive the rebate payment following the **Yamaha contract date**.
After 04/01/18, new NGCOA members joining with a **1-year membership** receive the rebate payment following their **2nd year renewal**.
After 04/01/18, new NGCOA members joining with a **2-year membership** receive the rebate payment following the **Yamaha contract date**.

*Rebates are processed quarterly.



Yamaha Golf-Car Company / NGCOA Rebate Request Form

Course Name		
Course Address		
Course City	Course State	Course Zip Code

Contact Name	Contact Phone Number
Contact Email Address	

Is your golf course a current NGCOA Member? <input type="checkbox"/> Yes <input type="checkbox"/> No
If not— you must join the NGCOA for 2 years in order to receive a rebate. <i>Learn more about the benefits of membership at www.ngcoa.org/membership/join, and contact Barbara Searle, Associate Director of Membership, at bsearle@ngcoa.org or 843-830-1970 with any questions.</i>

Fleet Delivery Date	Number of New Cars
Previous Brand/Model	Number of Previous Cars

Why did you choose Yamaha?

Did the rebate impact your decision?

Please submit this **completed** Rebate Form to: amy_austin@yamaha-motor.com



Proposed Equipment and Accessories

2024 Yamaha Drive² AC Lithium (Fleet) Golf Car

Standard Vehicle Equipment

Description

RoyPow Lithium Battery, optimized by Yamaha
48-volt AC Motor with Toyota Industries-built controller
Cradle-Smooth Rear Suspension
TruTrack II Fully-Independent, Automotive-Style Front Suspension
HybriCore Chassis
Removable Modular Body Panels
Sentry Wraparound Protection System w/ 5 MPH-Rated Bumper
Rack-and-Pinion Steering and Drum Brakes
Enhanced Automotive-Style Dash
ClimaGuard Top with Dual Rain Gutters



Description

Dual Sand Bottles w/ Handles, Passenger Side
Single Sand Bottle w/ Handle, Driver Side
Custom Club Logo on Front of Car
Black ClubPro Bag Protector w/ Custom Logo
Adhesive Information Holder
Polycarbonate Clear, Hinged Windshield
Color-Matched Custom Number Decals (2 per car)
Silver Aluminum Wheel Covers (4)
USB Charging Ports
Clip-On Information Holder
On-Board Towing Systems
12-Pack Insulated Cooler



DRIVE²



ROYPOW LITHIUM-ION BATTERY

WE THINK OF EVERYTHING SO YOU DON'T HAVE TO

Yamaha is known for offering the strongest product line in the world, and with our Drive² PowerTech Li golf car, it is no different. We engineered and optimized every last detail while creating an ideal balance between efficiency and driving comfort.

STILL THE MOST COMFORTABLE RIDE

The lithium-ion battery is considerably lighter than its FLA counterpart. To ensure we maintained the smoothest, most comfortable ride Yamaha customers have come to expect, our engineers optimized the car design to accommodate for this change. But don't worry, nothing was compromised — only perfected.

WE MADE A GREAT BATTERY BETTER

Our lithium-ion battery was manufactured by RoyPow[®] and optimized by Yamaha to ensure the integrity and quality you demand. This battery is not a basic, off-the-shelf product. We've taken the time to engineer better overall performance for your long-term peace of mind.



THIS IS HOW WE STACK UP AGAINST THE REST

	 YAMAHA <i>Revolutions in Motion</i>	 Club Car	 EZGO
Feature	Drive ² PowerTech Li	Onward HP Li-Ion	FREEDOM RXV
Battery Mile Range: Flat	38.0 miles	20.3 miles	TBD
Battery Mile Range: Test Track	21.0 miles	12.2 miles	TBD
Charge Time	6.8 Hours (including burn off time)	4.68 Ah/min	5.76 Ah/min
Power Output	870W charger output	784W charger output	650W charger output
Amp Hours	105 Ah	60 Ah	60 Ah
Battery Voltage	51V	58V	56V
Battery Chemistry	Lithium Iron Phosphate	Nickel Manganese Cobalt-Oxide	Nickel Manganese Cobalt-Oxide
Charge Temperature	0~55°C (32~131°F)	-5~55°C (23~131°F)	-5~55°C (23~131°F)
Horsepower	4.4 Hp	3.3 Hp	4.4 Hp
Battery Life	8 years	8 years	TBD
Efficiency Usage after 36 holes	33Ah(67Ah rem)	TBD	31Ah(19Ah rem, higher regen)
Soil Compaction	13.6% less (74.5N/in ² vs 86.2N/in ²)	TBD	TBD but has LSD
Vehicle Weight Fleet	772 lbs	717 lbs	662 lbs
Independent Rear Suspension	Yes	No	No

Vehicle specifications are subject to change.



Proposed Equipment and Accessories

2024 Yamaha UMAX ONE EFI Range Picker

Standard Vehicle Equipment

(1) Description

Yamaha-Built 402 cc EFI Gas Engine
TruTrack II Fully-Independent, Automotive-Style Front Suspension
Swing arm with DUAL RATE coil springs over hydraulic shock absorbers
HybriCore Chassis
Self-compensating double reduction helical rack-and-pinion steering
Self-adjusting mechanical, rear-wheel drum brakes
Cargo Bed Dimensions: 33.2" x 45.9" x 11.9"
300 lb cargo bed load capacity
20x10-10 tires

The logo consists of the word "UMAX" in a bold, stylized, black font with a metallic or 3D effect.

Installed Options

Description

Color: **Carbon Metallic**
Universal Picker Adapter
Steel Range Cage
Fender Flares
Running Boards
Tail Lights
Cargo Bed Mat
Cargo Bed Tool Box / Cooler
Fusion Fit Bed Rail System
Powder-coated Rear Brush Guard
USB Ports
In-Dash Fuel Gauge / Hour Meter





4-Year Limited Warranty for Drive² Golf Car

Yamaha Golf-Car Company hereby warrants that any new Yamaha DRIVE² Gas or DRIVE² Electric Fleet golf car purchased from Yamaha, or an Authorized Dealer or Distributor in the United States will be free from defects in material and workmanship for FOUR years from date of purchase, subject to the stated limitations. DURING THE PERIOD OF WARRANTY, any authorized Yamaha golf car service technician, dealer, or distributor will, free of charge, repair or replace, at Yamaha's option, any part adjudged defective by Yamaha due to faulty workmanship or material from the factory. Parts used in warranty repairs will be warranted for the balance of the vehicle's warranty period. All parts replaced under warranty become property of Yamaha Golf-Car Company.

Car Components	Warranty Period	Electric Car Specific Parts	Warranty Period
Frame	Limited Lifetime to Original Owner	Battery - Trojan T875 FLA	4 Years or 23,500 amp hours whichever comes first / without HydroLink Watering System
Transaxle	4 Years		4 Years or 25,000 amp hours whichever comes first / with HydroLink Watering System <i>*See Trojan Warranty Statement for details</i>
Steering / Suspension Components	4 Years	Battery - Trojan T875 AGM	5 Years or 50,000 amp hours whichever comes first
Brakes (Excluding Shoes / Pads)	4 Years		<i>*See Trojan Warranty Statement for details</i>
Sun Top	4 Years	RoyPow® Lithium-Ion Battery	5 Years or 97,000 amp hours whichever comes first <i>*See RoyPow Battery Warranty Statement for details</i>
Electrical Wires, Switches, and Relays	3 Years	Battery Charger and Cord	4 Years
Pedal Assy	3 Years	Electric Motor and Controller	4 Years
Body Parts	3 Years	Charger Receptacle	4 Years
Bumpers / Bag Carrier	3 Years	Throttle Position Sensor	2 Years
Seats	2 Years	Gas Car Specific Parts	
Scorecard Holder	2 Years	Gas Engine	4 Years
Floor Mats	2 Years	Starter Generator	4 Years
Common Accessories	Warranty Period	Exhaust / Intake	4 Years
Genuine Yamaha Fleet Accessories	3 years* <i>*Refer to the Accessory Warranty Statement for details</i>	Clutch (Excluding Drive Belt)	4 Years
		Throttle / Control Cables	3 Years
		Starting Battery	1 Year
		All Remaining Parts	1 Year

EXCLUSIONS from this Warranty shall include any failures caused by:

- Abnormal strain, neglect, or abuse, including lack of proper maintenance, and use contrary to the Owner's/Operator's Manual instructions.
- Accident or collision damage.
- Installation of parts or accessories that are not original equipment.
- Fading, rust, or deterioration due to exposure or ordinary wear and tear.
- Modifications or alterations that affect the car's condition, operation, performance, or durability.
- Damage due to improper transportation.
- Acts of God, i.e. lightning, hail damage, flooding, fire, etc.

This Limited Warranty does not cover any parts replaced due to normal wear or routine maintenance, including oil and air filter elements, brake shoes, tire wear, spark plugs, starter and clutch drive belts. Any charges incurred in transporting a golf car or charger to and from an authorized Yamaha golf car dealer for service or in performing field service are also excluded from this warranty. Gasoline-powered golf car starting batteries on vehicles equipped with a golf course GPS device, or any other device with a parasitic current draw, unless the vehicle is equipped from the factory with an optional deep cycle starting battery, are also excluded from this warranty.

THE CUSTOMER'S RESPONSIBILITY under this warranty shall be to:

- Operate and Maintain the golf car, personal transportation vehicle (PTV), or commercial (Utility) vehicle as specified in the appropriate Owner's/Operator's manual, and
- Give notice to an authorized Yamaha Golf car dealer/distributor of all apparent defects within ten (10) days of discovery, and make the car available at that time for inspection and repairs at the dealer's/distributor's place of business, and
- Transport the car to and from an authorized dealer or distributor for warranty service.

EMISSION CONTROL SYSTEM WARRANTY (USA only): Yamaha Golf-Car Company also warrants to the ultimate purchaser of each gas-powered golf car covered by this warranty that the product is designed, built, and equipped so as to conform at the time of sale with all U.S. emission standards applicable at the time of manufacture and that it is free from defects in materials and workmanship which would cause it not to meet these standards within the same time period described in THE PERIOD OF WARRANTY above, or a minimum of two years, whichever is longer. Failures other than those resulting from defects in material or workmanship which arise solely as a result of owner abuse and/or lack of proper maintenance are not covered by this warranty.

Yamaha Golf-Car Company makes no other warranty of any kind, expressed or implied. All implied warranties of merchantability and fitness of merchantability and fitness for a particular purpose which exceed the obligations and time limits stated in this warranty are hereby disclaimed by Yamaha Golf-Car Company and excluded from this Warranty.

Some states do not allow limitations on how long implied warranty lasts, so the above limitation may not apply to you. Also excluded from this Warranty is any incidental or consequential damages including loss of use. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above exclusion may not apply to you. This Warranty give you specific legal rights, and you may also have other rights, which vary from state to state.

EFFECTIVE DATE: 09/01/21

I have read and agree to the above conditions set forth in the Golf-Car Warranty _____ (Initial)



2-Year Limited Warranty for Transportation and Utility Vehicles

Yamaha Golf-Car Company hereby warrants that any new Yamaha utility vehicle or any multi passenger cars or specialty vehicles purchased from Yamaha, or an Authorized Dealer or Distributor in the United States will be free from defects in material and workmanship for TWO years from date of purchase, subject to the stated limitations. DURING THE PERIOD OF WARRANTY, any authorized Yamaha golf car service technician, dealer, or distributor will, free of charge, repair or replace, at Yamaha's option, any part adjudged defective by Yamaha due to faulty workmanship or material from the factory. Parts used in warranty repairs will be warranted for the balance of the vehicle's warranty period. All parts replaced under warranty become property of Yamaha Golf-Car Company.

Car Components	Warranty Period	Electric Car Specific Parts	Warranty Period
Brake System (Excluding Shoes / Drums)	2 Years	Battery - Trojan T105 FLA	4 Years or 20,000 amp hours whichever comes first / without HydrotLink Watering System
Body Parts	2 Years		4 Years or 21,500 amp hours whichever comes first / with HydrotLink Watering System
Bumpers / Rear Floor Cover (Bag Well)	2 Years		*See Trojan Warranty Statement for details
Electrical Wires, Switches, and Relays	2 Years	Battery - Trojan T875 AGM	5 Years or 50,000 amp hours whichever comes first
Frame Assy	2 Years		*See Trojan Warranty Statement for details
Floor Mats	2 Years	Battery Charger and DC Cord	2 Years
Pedal Assy	2 Years	Electric Motor and MCU	2 Years
Scorecard Holder	2 Years	Charger Receptacle	2 Years
Seats	2 Years	Throttle Sensor Assy	2 Years
Steering / Suspension Components	2 Years	Gas Car Specific Parts	Warranty Period
Transaxle / Transmission	2 Years	Clutch (Excluding Drive Belt)	2 Years
Common Accessories	Warranty Period	Intake and/or Exhaust System	2 Years
Windshield	3 years	Gas Engine	2 Years
Sun Top	2 Years	Starter Generator	2 Years
Tail Light	2 Years	Starting Battery	1 Year
YamaTrack Specific Components	3 Years	Throttle / Control Cables	2 Years
		All Remaining Parts	1 Year

EXCLUSIONS from this Warranty shall include any failures caused by:

- Abnormal strain, neglect, or abuse, including lack of proper maintenance, and use contrary to the Owner's/Operator's Manual instructions.
- Accident or collision damage.
- Installation of parts or accessories that are not original equipment.
- Fading, rust, or deterioration due to exposure or ordinary wear and tear.
- Modifications or alterations that affect the car's condition, operation, performance, or durability.
- Damage due to improper transportation.
- Acts of God, i.e. lightning, hail damage, flooding, fire, etc.

This Limited Warranty does not cover any parts replaced due to normal wear or routine maintenance, including oil and air filter elements, brake shoes, Tire wear, spark plugs, starter and clutch drive belts. Any charges incurred in transporting a golf car or charger to and from an authorized Yamaha golf car dealer for service or in performing field service are also excluded from this warranty. Gasoline-powered golf car starting batteries on vehicles equipped with a golf course GPS device, or any other device with a parasitic current draw, unless the vehicle is equipped from the factory with an optional deep cycle starting battery, are also excluded from this warranty.

THE CUSTOMER'S RESPONSIBILITY under this warranty shall be to:

- Operate and Maintain the golf car, personal transportation vehicle (PTV), or commercial (Utility) vehicle as specified in the appropriate Owner's/Operator's manual, and
- Give notice to an authorized Yamaha Golf car dealer/distributor of all apparent defects within ten (10) days of discovery, and make the car available at that time for inspection and repairs at the dealer's/distributor's place of business, and
- Transport the car to and from an authorized dealer or distributor for warranty service.

WARRANTY TRANSFER: This warranty is to the original purchaser and is not transferable.

EMISSION CONTROL SYSTEM WARRANTY (USA only): Yamaha Golf-Car Company also warrants to the ultimate purchaser of each gas-powered golf car covered by this warranty that the product is designed, built, and equipped so as to conform at the time of sale with all U.S. emission standards applicable at the time of manufacture and that it is free from defects in materials and workmanship which would cause it not to meet these standards within the same time period described in THE PERIOD OF WARRANTY above, or a minimum of two years, whichever is longer. Failures other than those resulting from defects in material or workmanship which arise solely as a result of owner abuse and/or lack of proper maintenance are not covered by this warranty.

Yamaha Golf-Car Company makes no other warranty of any kind, expressed or implied. All implied warranties of merchantability and fitness of merchantability and fitness for a particular purpose which exceed the obligations and time limits stated in this warranty are hereby disclaimed by Yamaha Golf-Car Company and excluded from this Warranty. Some states do not allow limitations on how long implied warranty lasts, so the above limitation may not apply to you. Also excluded from this Warranty is any incidental or consequential damages including loss of use. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above exclusion may not apply to you. This Warranty give you specific legal rights, and you may also have other rights, which vary from state to state.

EFFECTIVE DATE: 07/01/21

I have read and agree to the above conditions set forth in the Golf-Car Warranty _____ (Initial)



5-YEAR LIMITED WARRANTY FOR ROYPOW® BRAND BATTERY SYSTEM WHEN CHARGED WITH A YAMAHA PROVIDED 48-VOLT CHARGER

Yamaha Golf-Car Company (herein referred to as "YGC") hereby warrants to the Original Retail Purchaser or Lessee of a Yamaha Drive2 Golf car, PTV, Multi passenger, or Utility car purchased from Yamaha, or an Authorized Dealer or Distributor in the United States, that the RoyPow® brand batteries charged with a Yamaha provided battery charger will be free from defects in materials and workmanship, and will provide "36-hole performance" as follows:

- 5-years or 97,000 amp-hours, whichever comes first, with SS1105PC battery system

WARRANTY LIMITATIONS

Yamaha Golf-Car Company's and RoyPow Technology Company Limited's limit of liability shall be to replace a defective battery. Replacement shall mean furnishing a new battery or used battery with sufficient life to complete the remainder of the warranty term, at no cost to the purchaser during the limited warranty period, except for labor or transportation expenses. The following conditions apply.

- Amp-hours will be determined either through the PC Genius controller or through other means necessary in the event of a controller failure or replacement.
- This warranty only applies to factory installed RoyPow® battery charged with a Yamaha provided battery charger.
- The customer must perform (or have a contracted Yamaha Dealer perform) all periodic maintenance and discharge testing as specified in the Yamaha Service Manual Maintenance Schedule. No labor or transportation expenses are included in this limited warranty. Maintenance records must be kept.
- YGC supplied or approved replacement batteries may be of a different brand or capacity, but are warranted to provide 36-hole performance for the remainder of the original warranty term.
- "36-hole performance" is defined as 83-minutes (@ 56 amp draw) discharge time as tested and recorded using a Lester model #17770 discharge machine at an ambient temperature 80 degrees F (27 degrees C).
- The customer must notify the Dealer within 10 days that a vehicle has failed to make 36 holes per day. YGC reserves the right to test and recharge any battery in question.

ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE SHALL BE VOID AND EXCLUDED SUBSEQUENT TO ONE YEAR FROM THE DATE OF PURCHASE. THE REPLACEMENT OF THE BATTERY IS THE EXCLUSIVE REMEDY UNDER THIS WRITTEN WARRANTY OR ANY IMPLIED WARRANTY. YAMAHA MAKES NO OTHER REPRESENTATION OR WARRANTY OF ANY KIND, AND NO REPRESENTATIVE, EMPLOYEE, DISTRIBUTOR OR DEALER OF YAMAHA HAS THE AUTHORITY TO MAKE OR IMPLY ANY REPRESENTATION, PROMISE OR AGREEMENT WHICH IN ANY WAY VARIES THE TERMS OF THIS WARRANTY.

LIMITED WARRANTY EXCLUSIONS:

Without limiting the generality of the foregoing in any way, and as part of its limited warranty exclusion, YAMAHA does not warrant that its battery is suitable for use in any application other than in a golf car or utility vehicle. As in the use of any battery, a prudent owner will read and study the charger owner's manual, the vehicle owner's manual, the operator's instructions, and the battery warning labels; and will exercise due care in working on or around batteries.

THE PROVISIONS OF THIS LIMITED WARRANTY SHALL NOT APPLY IF BATTERIES ARE SUBJECTED TO ANY OF THE FOLLOWING CONDITIONS:

- Batteries subjected to any parasitic load while in storage or transit.
- Batteries operated with accessory loads in excess of 8AH draw.
- Abuse or neglect such as loose or defective wiring, rusted or corroded hardware.
- Lack of proper maintenance as outlined in the electric vehicle Owner's / Operator's Manual. For example, improper charging procedures during long term storage.
- Damage caused by improper removal or installation of the battery.
- Neglect, breakage, freezing, fire, explosion, wreckage, impact, the addition of any chemical, or the operation of the battery in an uncharged condition (below half-charge).
- Battery charged by systems other than the original equipment type battery charger.
- On fleet golf cars, the use of any non-YAMAHA supplied electrical devices that consume more than one amp-hour per round or two amp-hours per day of battery energy. Examples of these devices include, but are not limited to: heating or cooling systems; GPS (global position system) devices; information gathering devices; lights; radios or stereos; or yardage measuring devices.
- Less than one charger per car or inadequate facility electrical power to power all chargers. Examples include more than one charger on a single circuit, circuit rating of less than 15 amps, or not enough circuits for the number of cars.
- In fleet applications, less than one battery charger per vehicle. For example, using only 10 battery chargers to charge a 15 car fleet.
- The use of any system that does not allow the battery chargers to shut off automatically. For example, timer systems that are designed to switch battery charger AC power on and off during peak demand hours.
- Damage not resulting from a defect in materials or workmanship or which occurs due to abuse or neglect (including failure to provide reasonable and necessary maintenance), accident, alteration or acts of God is excluded from this limited warranty.

THIS BATTERY IS INTENDED TO BE USED BY PERSONS WITH TRAINING AND EXPERIENCE WITH BATTERIES AND ONLY IN YAMAHA ELECTRIC VEHICLES. ANY OTHER USE RENDERS THE LIMITED WARRANTIES EXPRESSED HEREIN AND ALL IMPLIED WARRANTIES NULL AND VOID AND SAME ARE HEREBY EXCLUDED.

ALSO EXCLUDED FROM THIS LIMITED WARRANTY ARE ANY AND ALL INCIDENTAL OR CONSEQUENTIAL DAMAGES INCLUDING, BUT NOT LIMITED TO, LOSS OF USE OR REVENUE, LOSS OF TIME, INCONVENIENCE OR ANY OTHER ECONOMIC LOSS.

Some states do not allow limitation on the duration of an implied warranty, exclusions or limitations of incidental or consequential damages. Therefore, the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights, and you may also have other rights, which vary state to state.

EFFECTIVE DATE: 09/01/21

I have read and agree to the above conditions set forth in the Golf-Car Warranty _____ (Initial)



Service Details

Yamaha Golf-Car Company's factory-supported service is the clear leader in the industry. Factory-supported dealers' and technicians' vehicles are fully equipped with the parts and tools necessary to provide on-site repairs and get your golf car back out on the course in the event that it should become disabled. Our service providers are trained extensively on the mechanical aspects of Yamaha golf cars and are routinely re-trained throughout the course of their tenure. The timely response and attentive manner of our service providers are two key factors in the success and customer satisfaction that we have been able to achieve at Yamaha.

The service provider for **Jamestown Park Golf Course** is **TIM CRESSWELL**. **TIM** has been with Yamaha for many years and has received countless positive reviews from the customers he services. His goal is to be your partner and look out for the best interests of your fleet and your Club, while minimizing your down time. For your convenience, **TIM's** contact information is listed below.

Please refer to your owner's manual for maintenance requirements and recommended service intervals. For further reference, a quick service check guide is included on the following page with tips to ensure your fleet runs as expected.

Factory Service Provider

TIM CRESSWELL

TIM_CRESSWELL@YAMAHA-MOTOR.COM





EQUIPMENT MAINTENANCE GUIDELINES

While Yamaha Golf-Car Company maintains a network of reliable service providers that are willing and able to assist you, performing necessary maintenance will keep your vehicles in optimum working condition, cutting down on the need of service assistance. Always consult the Owner's/Operator's Manual for your vehicle(s) for maintenance specifications and requirements, and safety notice(s) for your vehicle(s).

Daily Safety Checklist:

- Visually inspect all vehicles for damage.
- Be sure all nuts, bolts, and fasteners are secure.
- Ensure that all warning and instruction labels are on the vehicles and in good condition.
- Check vehicles for proper and safe operation.
- Maintain correct tire pressure.
- Check transaxle/transmission, engine, and fuel system (Gas vehicles) for leaks.

Daily Performance Inspection:

- *Forward/Reverse Shifter (Gas) or Switch (Electric)*: Check for proper operation.
- *Brakes*: Make sure brakes function properly.
- *Parking Brake*: When engaged, the parking brake should hold the vehicle stationary.
- *Reverse Buzzer*: Confirm that the warning buzzer sounds when the vehicle is engaged in reverse.

Daily Maintenance:

- Remove trash from the rear floor cover, floorboard, dash compartments, and drink holders.
- Wash exterior of vehicles, including seats and floors.*
- Wash engine compartment. Avoid all electrical components and connections.*
- Change or repair flat tires.

Gas Vehicle:

- Check fuel level.
- Check engine for correct oil level.

Electric Vehicle:

- Check battery posts; wires should be tight and free of any corrosion. Clean and tighten if necessary.
- Fully charge batteries.

Monthly Maintenance:

Complete the below Monthly Maintenance tasks along with the Daily Maintenance tasks above.

- *Tires*: Check air pressure and adjust as necessary.
- #### Gas Vehicle:
- Check engine cooling air intake; clean if necessary.
 - Visually inspect the unshrouded area around the engine exhaust for grass and debris; clean if necessary.
- #### Electric Vehicle:
- Check electrolyte levels in Flooded Lead Acid (FLA) batteries. Add water as needed.

I have read and understand the above Equipment Maintenance Guidelines. _____
(Initial)



TERMS AND CONDITIONS FOR RETURNING VEHICLES AND/OR TRADES

Sole Responsibility, if applicable:

_____ agrees to accept sole responsibility for any loss or damage to its returned cars beyond ordinary wear due to normal use. The returned cars must meet the following conditions:

1. All cars must be free of all liens and encumbrances.
2. All cars must be capable of running at least nine (9) holes of golf.
3. All cars must be the same quantity and year model as originally evaluated.
4. All cars must be clean, and free of trash, scorecards, pencils, tees, etc.
5. All cars must have a working charger.
6. All cars must have four (4) serviceable tires that retain proper air pressure.
7. All cars must steer properly in all directions.
8. All batteries must be free of corrosion, and properly filled with water.

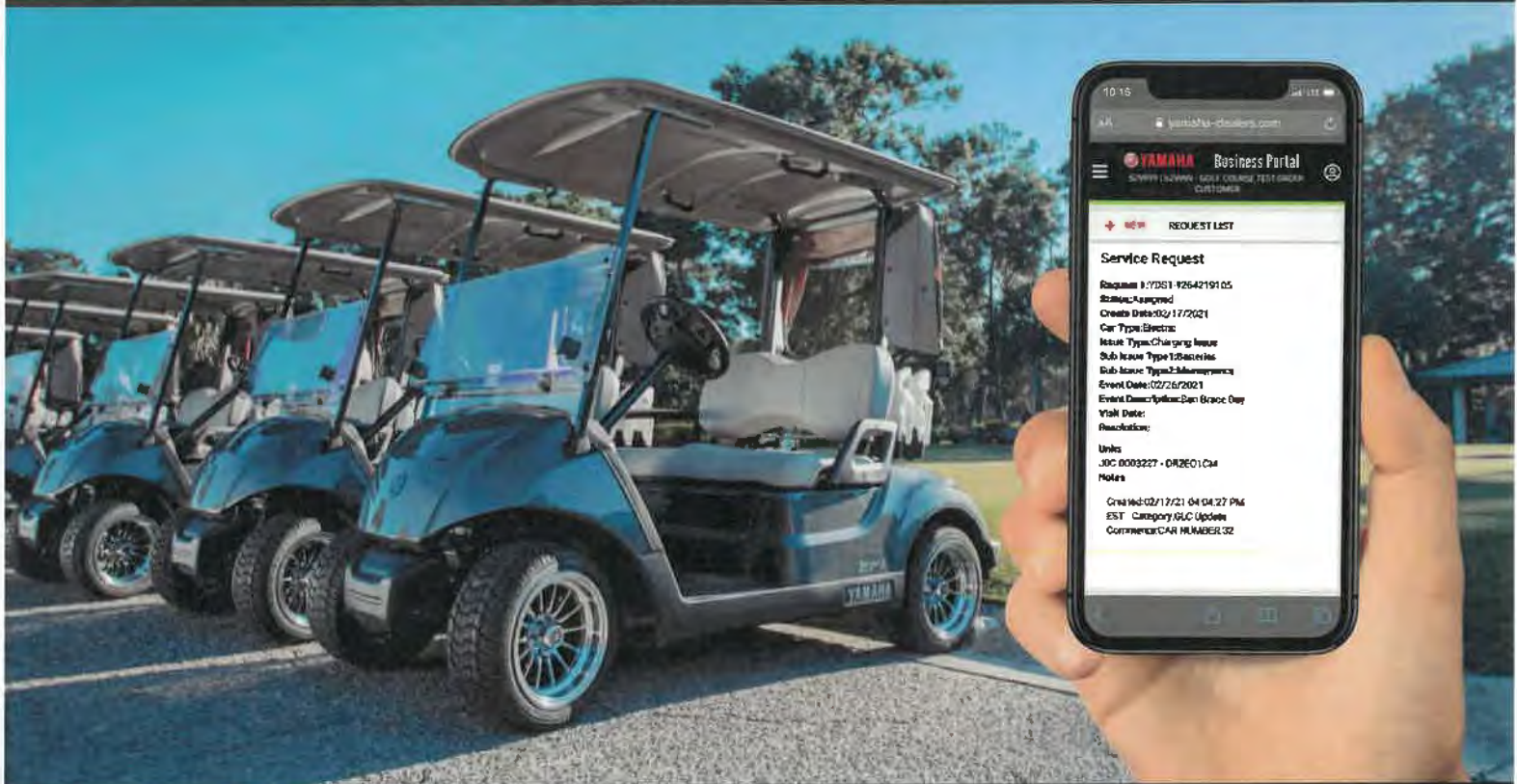
Furthermore, _____ understands and agrees to further charges being assessed if the below conditions are found upon Yamaha Golf-Car Company's inspection of the returned cars:

1. Severely damaged or missing chargers
2. Inoperable cars
3. Minor damage (damage to bodies, bumpers, or seats)
4. Major damage (frame damage, collision damage, etc.)

I have read and understand the above terms and conditions for returning vehicles and/or trades. _____
(Initial)

WELCOME TO SOS

THE SERVICE OPERATIONS SYSTEM FROM YAMAHA



TAKE COMMAND OF YOUR FLEET FROM YOUR COMPUTER OR SMARTPHONE.
SOS OFFERS A NEW LEVEL OF TRANSPARENCY, ACCOUNTABILITY AND CONVENIENCE.






- **REQUEST** repairs quickly and easily
- **PLAN** for scheduled maintenance
- **TRACK** the status of every car throughout the entire service cycle

With the portability of SOS, you can see and track the status of your service request no matter where you are – from home, the office, the course or the cart barn. That means less hassle, more profit potential and total peace of mind.



Simply scan the QR code with your phone to watch our video tutorial. More complete fleet management is just minutes away.



YamahaGolfCar.com | (866) 747-4027 |     

THE FIRST STEP IS TO GET SOS ONTO YOUR SMARTPHONE.



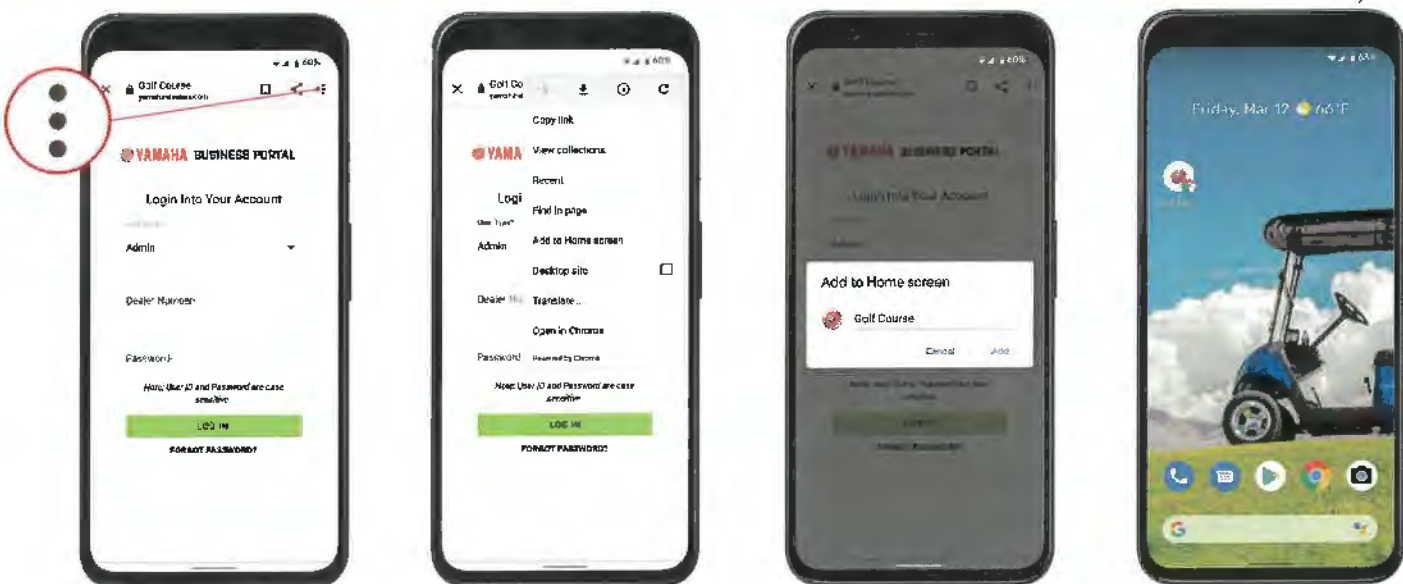
Scan this QR code to access the Yamaha Business Portal, then follow the instructions below.

FOR APPLE IOS SMARTPHONES



1. Scan the QR code above or open the Internet Browser on your smartphone and type in the following:
<https://www.yamaha-dealers.com/golfcourse/web/>
2. Touch the Share icon at the bottom of your screen.
3. Select Add to Home Screen.
4. A new Yamaha icon will be added to your Home Screen. Next, scan the QR code on the other side of this flyer, then follow the instructions in the SOS Video Tutorial.

FOR ANDROID SMARTPHONES



1. Scan the QR code above or open the Internet Browser on your smartphone and type in the following:
<https://www.yamaha-dealers.com/golfcourse/web/>
2. Touch the three the dots in the upper right corner.
3. Touch the "Add to Home screen" selection, then touch "Add".
4. A New Yamaha icon will be added to your Home screen. Next, scan the QR code on the other side of this flyer, then follow the instructions in the SOS Video Tutorial.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Resurfacing Contract

AGENDA ITEM #: VII-C



CONSENT AGENDA ITEM



ACTION ITEM



INFORMATION ONLY

MEETING DATE: March 18, 2025

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Public Services

CONTACT PERSON: Paul Blanchard

SUMMARY:

We are opening bids for the 2024-25 Resurfacing Contract on Monday, March 17, 2025. We are anticipating receiving one to four bids. The streets chosen for resurfacing are based on the May 2022 Pavement Condition Study by LaBella Associates, P.C. We are anticipating prices to come in higher than anticipated, so a Budget Revision may be required. Due to this increase, this project falls under the formal bidding rules per North Carolina General Statutes.

We intend to provide a Bid Summary and recommend approval of the lowest responsive, responsible bid at the regular Town Council meeting on March 18, 2025.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Award Contract

BUDGETARY IMPACT: \$ 163,482.60 - Water and Sewer Improvements 30-7100-5500.

SUGGESTED MOTION: Council Member makes a motion to award the contract for resurfacing to _____, in the amount of \$ _____ and allow the Town Manager, Assistant Manager, and Finance Director to execute the contract.

FOLLOW UP ACTION NEEDED: Staff needs to approve the quote and purchase order.