

Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council
August 18, 2026
6:00 pm in the Council Chambers
Agenda

I. **Call to Order-**
   - **A.** Roll Call
   - **B.** Pledge of Allegiance
   - **C.** Moment of Silence
   - **D.** Approval of Agenda

II. **Consent Agenda-**
   - **A.** Approval of the minutes from the July 21st Town Council meeting
   - **B.** Approval & Sealing of the closed session minutes from the July 21st Town Council meeting
   - **C.** Approval of Amended Regular Town Council meeting schedule
   - **D.** Financial Position of the Town of Jamestown

III. **Public Comment**

IV. **Monthly Reports**
   - **A.** Manager Report
   - **B.** Council Member Committee Reports
   - **C.** Guilford County Sheriff Department Report

V. **Old Business-**
   - **A.** Public Hearing for the consideration of the rezoning of a property located at 4909 Guilford College Road (Parcel #156695) from Agriculture (AG) to Conditional Zoning-Single Family Residential (CZ-SFR)- José Colón, Planning Director
   - **B.** Consideration of approval of interlocal agreement with Guilford County for Sheriff Department Services- Matthew Johnson, Town Manager

VI. **New Business-**
   - **A.** Consideration of appointment of Parks and Recreation Committee Member & Alternate Member- Katie Weiner, Assistant Manager/Town Clerk

VII. **Public Comment**

VIII. **Other Business**

IX. **Closed Session per NCGS 143-318.11(a)(3) to consult with the Town Attorney to preserve the Attorney Client Privilege between the Town Attorney and the Town Council**

X. **Adjournment**

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Working Agenda for the August 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 Dickenson	Mayor Dickenson to call the meeting to order.
6:00 pm	A. Roll Call	Call on K. Weiner	Weiner to take roll call.
6:00 pm	B. Pledge of Allegiance	Mayor Dickenson	Mayor Dickenson to lead everyone in the Pledge of Allegiance.
6:00 pm	C. Moment of Silence	Mayor Dickenson	Mayor Dickenson to call for a moment of silence
6:00 pm	D. Approval of Agenda	Mayor Dickenson	Mayor Dickenson to ask Council if there are any items that need to be added or deleted.
6:05 pm	**II. Consent Agenda**		
6:05 pm	A. Approval of the minutes from the July 21st Town Council meeting B. Approval & Sealing of the closed session minutes from the July 21st Town Council meeting C. Approval of amended Regular Town Council meeting schedule D. Financial Position of the Town of Jamestown		Council Member makes a motion to approve the consent agenda. Council Member makes a second to the motion. Then vote.
6:05 pm	**III. Public Comment**	Call on K. Weiner	Please state your name and adhere to the 3 minute time limit
6:40 pm	**IV. Monthly Reports**		
6:40 pm	A. Manager Report	Call on M. Johnson	Johnson to present his monthly Manager's Report to Town Council.
6:45 pm	B. Council Member Committee Reports	Mayor Dickenson	Mayor Dickenson to request that Council Members give reports for any Committees that they serve on.
6:50 pm	C. Guilford County Sheriff's Department Report	Call on Deputy	Mayor Dickenson to call the deputy present forward to present the monthly Guilford County Sheriff Department Report
6:55 pm	**V. Old Business**		
6:55 pm	A. P.H. for the consideration of the rezoning of a property located at 4909 Guilford College Road from Agriculture (AG) to Conditional Zoning-Single Family Residential (CZ-SFR)	Call on J. Colón	Colón to present information on the rezoning request for a property located at 4909 Guilford College Road from Agriculture (AG) to Conditional Zoning-Single Family Residential (CZ-SFR). Mayor Dickenson to call Pastor Coyne, the applicant, forward to present information regarding his request. Mayor Dickenson to open the public hearing to anyone that would like to speak regarding the proposed rezoning request. Please state your name and adhere to the 3 minute time limit. Mayor Dickenson to open the floor to Council for discussion. Council Member makes a motion to approve/deny the proposed rezoning request for the property located at 4909 Guilford College Road from Agriculture (AG) to Conditional Zoning-Single Family Residential (CZ-SFR). Council Member makes a second to the motion. Roll Call Vote. Council Member makes a motion to approve the consistency/inconsistency statement. Council Member makes a second to the motion. Then vote.
7:30 pm	B. Consideration of approval of interlocal agreement with Guilford County for Sheriff Department Services	Call on M. Johnson	Johnson to present information on the amended version of the interlocal agreement with Guilford County for Sheriff Department services. Council Member makes a motion to approve the interlocal agreement with Guilford County for law enforcement services in the Town of Jamestown as presented. Council Member makes a second to the motion. Then vote.
7:40 pm	**VI. New Business**		
7:40 pm	A. Consideration of appointments of Parks and Recreation Committee Members & Alternate Member	Call on K. Weiner	Weiner to request that Council appoint Parks and Recreation Committee Members to fill current vacancies. Council Member makes a motion to appoint _____ to serve the unexpired term of Rick Clapp, to appoint _____ to serve the unexpired term of Will Grant, and to appoint _____ to serve as a Parks and Rec. Alternate Member. Council Member makes a second to the motion. Then vote.
7:50 pm	**VII. Public Comment**	Call on K. Weiner	Please state your name and adhere to the 3 minute time limit
8:05 pm	**VIII. Other Business**		
8:10 pm	**IX. Closed Session per Closed Session per G.S. 143-318 to discuss a matter related to attorney client privilege**		Council Member makes a motion to go into closed session per G.S. 143-318 to discuss a matter related to attorney client privilege**.**
9:00 pm	**X. Adjournment**		Council Member makes a motion to resume open session. Council Member makes a second to the motion. Then vote. Council Member makes a motion to adjourn. Council Member makes a second to the motion. Then vote.

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of the minutes from the July 21st Town Council meeting AGENDA ITEM #: II-A

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: August 18, 2026 ESTIMATED TIME FOR DISCUSSION: 0 Minutes

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

SUMMARY:

Minutes from the July 21st Regular Town Council meeting

ATTACHMENTS: Minutes from the July 21st 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. Council Member makes a second to the motion. Then vote.

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

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Regular Town Council Meeting
July 21, 2026
6:00 pm in the Council Chambers
Minutes & General Account

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

Council Members Absent- None

Staff Members Present: Katie M. Weiner, Matthew Johnson, José Colón, Jonathan Beaver, Justin May, Josh Brown, Scott Coakley, Jeff Goard, James Conrad, & Robert Brown, Town Attorney

Visitors Present: Rich Glover, John Capes, Cliff Paddock, Sharon Hovis, Cheryl Harvey and Sam Page, Mark Cubberly, Keith French, Lynette French, Joe Kelly, Paula Kelly, Judy Neal, Robert & Phyllis Spain, Kenneth Stafford, Mark Palryme, Sara Palryme, Debbie Marlow, Dr. Elma Hairston, Jeremy McCall, Sara Burns, Daniel Burns, LeTine Robins, James Williford, Carol Williford, Jeff Vail, Robert Garland, Rikkia Ramsey, Richard Clapp, Hannah Coyne, Julia Rayborn, George McCowan, Jason Dean, James Dean, Maria Graves, William Stokes, Tonya Stokes, James Posser, Elaine Posser, and Andrea Fricke

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

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

  Weiner stated a quorum was present.

- Pledge of Allegiance –Mayor Dickenson led the Pledge of Allegiance.
- Moment of Silence – Mayor Dickenson called for a moment of silence.

Council Member Burgess read a response to a Letter to the Editor in the Jamestown News on July 8th before the approval of the agenda. She noted that the letter mischaracterized an interaction between a resident, herself, and Council Member Glanville during the July Music in the Park event. She noted that she, and Council Member Glanville, stepped away from the interaction to deescalate the situation. She added that they both felt that the resident approached in an angry and intimidating manner. She encouraged community members to reach out to Council with all their concerns because they embrace civil dialogue.

Council Member Glanville thanked the staff that worked the Music in the Park event that day. She noted the extreme temperature of the day. She commended Council Member Burgess's efforts to organize the America 250 event. She also highlighted Council Member Burgess's commitment to the community.

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- Approval of the Agenda – Mayor Dickenson asked if anyone had any changes to the agenda.

Council Member Burgess made a motion to add the reappointment of Brant Gomez as a Planning Board Alternate, the appointment of Jeff Vail as a full-time Planning Board Member, and the reappointment of Hope Inge as a full-time Planning Board Member as the last items on the Consent Agenda. She also requested to add a discussion regarding a personnel matter to the closed session. Council Member Westmoreland made a second to the motion. The motion passed by a unanimous vote.

Consent Agenda– The consent agenda included the following items:

- Approval of the minutes from the June 4th Budget Work Session
- Approval of the minutes from June 23rd regular Town Council meeting
- Approval & Sealing of the closed session minutes from the June 23rd Town Council meeting
- Reappointment of Donald Dale, Jr. to serve an additional term as an ETJ Planning Board Member
- Approval of renewal of contract for engineering and inspection services for FY 2026/2027
- Approval of the First Amendment to Statement of Agreement regarding the Consolidated Municipal Alcohol and Beverage Control System in Jamestown and High Point
- Approval of the Interlocal Agreement regarding Funding for the Jamestown Public Library
- Approval of contract for services with the YMCA
- Approval of contract for services with the Jamestown Public Library
- Approval of contract for services with Fusion
- Approval of contract for services with the Jamestown Historic Society
- Financial Position of the Town of Jamestown
- Budget Amendment #1
- Reappointment of Brant Gomez as Planning Board Alternate
- Appointment of Jeff Vail as a Planning Board Member
- Reappointment of Hope Inge as Planning Board Member

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

(Budget Amendment #1)

Council Member Westmoreland highlighted two items that had just been approved in the consent agenda: an updated ABC revenue-sharing agreement with the High Point ABC board that shifts Jamestown from a flat $50,000 annual payment to a net-profit based share, projected at about $78,000 for the coming year. This is supported by strong sales at the East Gate City Boulevard store in Jamestown. He also recognized the Town's ongoing partnership with the local YMCA, noting special opportunities for Jamestown residents--including the Home on the Golf/Fit & Showcase Park event, adult and senior fitness, youth sports, and summer camp field trips--and encouraged residents to take advantage of these programs.

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Public Comment -

- Dr. Elma Hairston, introduced herself and announced she is running for North Carolina House District 59. She outlined her platform and emphasized the importance of voting. She noted that Jamestown is planned as an early voting site from October 15–31 pending final approval, and urged residents to check their voter registration to ensure they remain on the rolls.
- Sam Page, the retiring Rockingham County Sheriff running for Senate District 26, emphasized his 44 years in law enforcement and 28 years as sheriff, saying public safety is government's first responsibility and that he wants to represent citizens' interests over corporate or Raleigh interests. He went over his goals and pledged to be accessible and work across Guilford and Rockingham counties.
- Sharon Hovis, thanked the Mayor, Council, and staff, acknowledging how demanding and often thankless their unpaid public service can be, especially when facing criticism from residents. She urged Board Members and staff to "stay strong," reminded them that board meetings are for taxpayers to understand how their money is used, asked for more detailed communication, and reiterated her safety concern about recurring wrecks near the Dillon Road parkway. She requested at least a painted crosswalk to protect nearby residents.
- Cheryl Harvey, said she was forced to quickly clean a minor issue on her own property and attend a hearing, while a long list of serious code and maintenance problems she reported years ago (overgrown debris, limbs on power lines, neglected properties) has not been addressed. She questioned what the ordinance/code officer is doing noting that she's been informally doing that work herself.

Proclamation declaring July as Parks and Recreation Month in the Town of Jamestown - Council Member Burgess presented a Proclamation declaring July as Parks and Recreation Month in the Town of Jamestown to Parks and Recreation staff.

(Proclamation declaring July as Parks and Recreation Month in the Town of Jamestown)

Presentation of a Resolution honoring the service of Charles Clapp, Jr. on the Parks and Recreation Committee- Mayor Dickenson presented a Resolution to Charles Clapp, Jr. in honor of his service on the Parks and Recreation Committee.

(Resolution honoring the service of Charles Clapp, Jr. on the Parks and Recreation Committee)

Resolution expressing gratitude and appreciation of the Town Council of the Town of Jamestown to Governor Stein, Senator Berger, and Representative Branson Council Member Westmoreland presented the Resolution expressing gratitude and appreciation on behalf of the Town Council to Governor Josh Stein, Senator Phil Berger, and Representative Alan Branson for their support of funding for the Town of Jamestown Fire Station Project.

(Resolution expressing gratitude and appreciation of the Town Council of the Town of Jamestown to Governor Stein, Senator Berger, and Representative Branson)

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Monthly Reports

Manager's Report – Matthew Johnson shared that despite the intense heat, the America 250 celebration on July 3rd was a hit! He thanked Council Member Burgess for her leadership in organizing the event, and to our Council Members who braved the heat to greet guests from the community. Also, special thanks to Backyard Flames Food Truck, Snappylook Photo Booth, and Cakes by B for their help in making the event a success.

Our Music in the Park concert series continues Tuesday, August 4th for National Night Out which will kick off at 6PM with AM rOdeO! We look forward to seeing everyone at Wrenn Miller Park.

Recently, there was a fire at Jamestown Park which damaged the new playground there. I am happy to report that the damages are covered by insurance and we have received notice to proceed in making those repairs.

With the new budget year comes the responsibility for our Finance staff to prepare for our annual audit. This process includes compiling financial records, reconciling accounts, and coordinating with our external auditors to ensure a smooth and timely review. Staff will be working over the coming months to gather documentation and respond to auditor requests, with the goal of receiving an unmodified (clean) opinion on the Town's financial statements.

Manager Johnson reported that the Town is undergoing an extensive audit by the State Auditor's Office, covering a wide range of records (vehicle inventories, IT vendor payments, bank statements, and utility billing back to FY21). He praised the finance staff for compiling a large volume of information on a tight deadline, while also finishing a difficult budget. He noted the Town is working cooperatively and promptly with the state during the process.

On Chief Carson's behalf, he reported that architects recommend demolishing the current fire station and rebuilding on the same site because the existing building no longer meets operational needs and may expose personnel to contaminants. The new facility will include updated technology features to reduce firefighter and EMS risks.

Manager Johnson reported that the Main Street waterline project is close to DOT approval.

Lastly, he summarized that for the D.R. Horton/Kinsley development the Town is recovering most, but not all, inspection costs (about 77%), more than 100% of contracted plan review costs, over $1 million in system development fees, and about $12,200 in development clearance and sign permit fees, emphasizing that such fees are intended for cost recovery, not profit.

Council Member Westmoreland said he appreciated the update on cost recovery for the Kinsley/D.R. Horton development, stating it helps gauge how well fees are covering the cost of the engineering firm the Town retained for construction inspections. He also asked staff to schedule a future work session with the fire station architects, because that project may be one of the Town's largest capital investments. He thanked lobbyists Brian Lewis and Skye David for their work in securing state funding for the fire station.

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Council Member Burgess asked whether the YMCA's "yoga in the park" program is limited to Jamestown residents and if participation by residents is being tracked (e.g., with a sign-in). Manager Johnson replied that the program is open to anyone who comes through the YMCA, not just Jamestown residents, and he has not seen sign-in or tracking information for it.

Council Member Burgess asked for an update on "the yellow house" that had been discussed at the prior meeting. Mr. Johnson said the Town Attorney had been clear that the issue is not one for the Town to take on; instead, if Ms. Harvey has concerns, she should contact him, Mr. Colón, or the code enforcement officer directly so they can investigate and issue notices if there are actual violations.

Council Member Reports-

- Council Member Glanville reported that there was a Planning Board meeting where a text amendment was discussed. The Board unanimously recommended approval.
- Council Member Westmoreland said that the next High Point MPO will be on August 25th at 10:00 a.m. at the High Point History Museum. At that meeting, they will assign local points to projects under NCDOT's "P8" process, which is how local and state officials prioritize which transportation projects receive funding.
- Council Member Gibson reported there has not been a recent school advisory meeting, but shared that a meeting is being planned to explore possible partnership opportunities with one or more schools in several areas.
- Council Member Burgess reported that the Parks and Recreation Committee did not meet in July but plans to meet on August 3rd. She also thanked the Council for helping keep the United Methodist Church "blessing box" stocked and filled.

Guilford County Sheriff's Department Report- Deputy Drummond reported June stats for Jamestown: 167 dispatched calls and 102 self-initiated calls, with an average response time of 8 minutes 32 seconds and a reaction time of 5 minutes. There were 11 reports taken, only 2 Part 1 crimes, and 54 traffic stops resulting in 11 citations.

Old Business-

- Public Hearing for the consideration of text amendments to the LDO to Articles 3, 7, and 18 regarding FEMA Compliance and Adoption of revised FIRM Maps-
  Mr. José Colón presented the text amendment 2026-02 to update Jamestown's Land Development Ordinance for FEMA flood damage prevention compliance. He explained that the changes, affecting Article 3 (definitions), Article 7 (permits and procedures), and Article 18 (flood damage prevention), are largely technical, align the Town with current FEMA and NC Emergency Management model language, incorporate new flood insurance maps and are required to maintain participation in the National Flood Insurance Program (NFIP) so residents can continue accessing federally backed flood insurance and certain disaster assistance.

  FEMA's new flood insurance maps took effect June 10, 2026, and Jamestown must update its ordinance and map references by August 2026 to stay compliant with the

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National Flood Insurance Program. Failure to adopt the required updates could result in suspension from the NFIP, which may affect the availability of federally backed flood insurance and certain forms of federal disaster assistance within the Town.

The proposed text amendment will add and update definitions to Article 3- Definitions that relate to flood damage prevention, Article - 7 - Permits and Procedures (specifically Section 7.12- Floodplain Development and Certification Permit), and update standards to Article 18 - Flood Damage Prevention of the Land Development Ordinance based on the required updates from Non-Coastal NC Model Flood Damage Prevention Ordinance, provided by FEMA.

SUMMARY OF TEXT AMENDMENT, BY ARTICLE:

Article 3- Definitions
The proposed amendments to Article 3 - Definitions add and update floodplain-related definitions needed to administer the revised Flood Damage Prevention standards. These updates include new or revised definitions for flood hazard zones, including A Zone, AE Zone, AH Zone, Area of Shallow Flooding, and X Zones, as well as definitions related to floodplain administration, floodproofing, manufactured homes, recreational vehicles, repetitive loss properties, Section 1316 declarations, and critical facilities.

The Article 3 amendments also modernize terminology used throughout the Flood Damage Prevention provisions by defining key terms such as Community, Community Rating System, Critical Facility, Dry Floodproofing, Flood/Flooding, Floodplain Administrator, Repetitive Loss, Repetitive Loss Property, Section 1316, and Severe Repetitive Loss Structure. These definitions support the updated permitting, certification, development, variance, enforcement, and administrative procedures proposed in Articles 7 and 18.

Article 7 - Permits and Procedures
The proposed amendments to Article 7-Permits and Procedures, specifically Section 7.12-Floodplain Development and Certification Permit, update the Town's floodplain permit procedures to align with the revised Article 18 standards. The amendments clarify that a Floodplain Development Permit is required before development activity occurs within Special Flood Hazard Areas and expand the listed development activities to include grading, filling, excavation, placement of structures, storage of materials or equipment, and other development activity.

The Article 7 revisions also update plan submittal and certification requirements by using current terminology such as Special Flood Hazard Area, Base Flood Elevation, Regulatory Flood Protection Elevation, and NAVO 1988. The amendments add updated FEMA certificate references, including FEMA Form FF-206-FY-22-152 for Elevation Certificates and FEMA Form FF-206-FY-22-153 for floodproofing Certificates, and require flood proofing submissions to include supporting data, an operational plan, and an inspection and maintenance plan.

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Additional Article 7 updates include expanded requirements for flood openings, flood-resistant materials, utility protection, recreational vehicles, temporary structures, accessory structures, watercourse alteration or relocation, manufactured home foundation certification, and substantial improvement/substantial damage determinations. The section also adds procedures for determining whether proposed work constitutes substantial improvement or repair of substantial damage and clarifies that violations of floodplain permit and certification requirements are subject to the enforcement provisions of Articles 18 and 23, as applicable.

Article 18 - Flood Damage Prevention
The proposed amendments to Article 18 - Flood Damage Prevention update the Town's floodplain management standards to reflect current FEMA model ordinance language and the updated FIRMs and FIS for Guilford County. The amendments revise the basis for establishing Special Flood Hazard Areas by referencing the Cooperating Technical State agreement between North Carolina and FEMA and the updated Flood Insurance Study and Flood Insurance Rate Maps for Guilford County, including the June 10, 2026 effective date.

The Article 18 amendments update floodplain development permit requirements by requiring a more complete description of proposed development, including structures, grading, filling, paving, excavation, drilling, storage of equipment or materials, utilities, pools, bridges, drainage facilities, and other development, together with a cost estimate. The amendments also update certification requirements for elevation and floodproofing, including updated FEMA form references, NAVO 1988 elevation datum language, finished construction certification requirements, and inspection and maintenance plan requirements for floodproofed non-residential structures.

The proposed Article 18 revisions also strengthen flood hazard reduction standards by addressing buildings or structures located in more than one flood hazard zone, structural fill design considerations, recreational vehicle placement, accessory structures, tanks, fences, retaining walls, sidewalks, driveways, roads, watercourse crossings, commercial storage facilities, and other development within regulated flood hazard areas. The amendments further update floodway and non-encroachment area provisions, including Conditional Letter of Map Revision (CLOMR) and Letter of Map Revision (LOMR) procedures where encroachments affect flood elevations, floodway or non-encroachment widths, or stream locations.

The Article 18 enforcement and administration amendments update corrective procedures by adding provisions for stop-work orders, notices of violation, additional enforcement actions, administrative appeals, judicial review, and Section 1316 declarations for properties that remain in violation after other enforcement remedies have been exhausted. The amendments also add or revise Floodplain Administrator duties related to permit review, coordination of required local, state, and federal permits, substantial improvement determinations, and post-event damage assessments.

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In summary, these amendments modernize Jamestown floodplain regulations in the LDO to ensure they align with FEMA and State requirements, covers definitions, procedures, standards, and enforcement, and supports good NFIP standing before map effectiveness.

Mr. Colón showed the FIRM maps which must be adopted by the Town Council and the remapping process is governed by FEMA and the state.

A hard copy of the updated floodplain maps and study is available on the Town's website under "Documents", "Planning".

The Planning Board considered the Text Amendment #2026-02 at the July 13, 2026, Planning Board meeting. The Board unanimously voted to recommend approval of the text amendment. Staff is requesting the proposed text amendment be approved and the updated FIRM maps to be adopted to ensure FEMA compliance.

Mr. Colón introduced Matthew Stillwagon, NFIP Planner with the Division of Emergency Management to present and answer any questions about this compliance item.

Mr. Stillwagon outlined the FEMA remapping process for Guilford County and how it applies to Jamestown. He explained that North Carolina is a "cooperating technical partner" with FEMA, meaning the state performs detailed technical studies that FEMA then adopts. Field work for the new maps began around 2017, with preliminary maps released in 2024 and a 90-day appeal period (during which Jamestown submitted no appeals). He described how, in developed areas, surveyors conduct full detailed studies using cross-sections of streams, hydrologic (rainfall/runoff) and hydraulic modeling to define the "special flood hazard area" (the 1% annual chance, or "100-year," floodplain) and associated floodways/non-encroachment areas. He clarified that a "100-year flood" means a 1% chance in any given year, not literally once every 100 years, and that multiple large events can occur close together. He also stated that past Letters of Map Revision (LOMRs) are now superseded because the new countywide study incorporates those changes, and he described how some areas (like the High Point Lake area) shifted from older, more approximate limited-detail studies to full detailed studies, resulting in more precise floodway mapping. Finally, he explained that FEMA's shutdown delayed the normal final-determination notices, so communities were given additional time—through August 21—to adopt compliant ordinances and map references.

Mayor Dickenson asked how the new FEMA flood maps were drawn and whether anyone actually came through Jamestown. Mr. Stillwagon explained that in populated areas they do full detailed studies, where surveyors physically measure stream cross-sections and combine that data with hydrologic and hydraulic models to map the 1% annual-chance ("100-year") floodplain and floodways, and confirmed that Jamestown was studied that way between 2017 and 2022. She then asked what "100-year flood" really means, and he clarified it is a 1% chance in any given year (so multiple "100-year" floods can occur close together) and roughly a 24–25% chance over a 30-year mortgage. Mayor Dickenson asked about a Letter of Map Change near Misty Waters Lane marked "superseded," and he said

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that means an earlier site-specific map change has now been incorporated into the new countywide study, so the old letter is no longer controlling.

Mayor Dickenson opened the Public Hearing to anyone that would like to speak regarding the proposed text amendments.

Nobody came forward to speak.

Mayor Dickenson opened the floor to the Council for discussion.

Council Member Westmoreland made a motion to approve the text amendments to LDO Articles 3, 7 and 18 regarding Federal Emergency Management Agency (FEMA) compliance as presented and to adopt revised Flood Insurance Rate Maps. Council Member Burgess made a second the motion. The motion passed by a unanimous vote.

- Roll Call Vote – Weiner took roll call vote as follows:
  - Council Member Glanville Aye
  - Council Member Gibson Aye
  - Council Member Burgess Aye
  - Council Member Westmoreland Aye

The motion passes.

Council Member Glanville made a motion that the proposed land development ordinance text amendments to Article 3: Definitions, Article 7: Permits and Procedures, and Article 18: Flood Damage Prevention be approved based on the following:

1. The proposed text amendment is consistent with the adopted comprehensive plan of the Town of Jamestown. The Town Council further finds that the proposed text amendment is consistent with the comprehensive plan because the amendment supports the Town's ability to protect public health, safety, and welfare by maintaining updated floodplain management standards, ensuring that the development within Special Flood Hazard Areas is reviewed under current FEMA and State NFIP requirements, and preserving the Town's continued participation in the National Flood Insurance Program.

AND

2. The Town Council considers the proposed text amendment to be reasonable. The Town Council considers the proposed text amendments to be reasonable because the report of the Town staff finding the amendment to be reasonable is adopted by reference. The Town Council further finds that the proposed text amendments are reasonable because the amendments are primarily compliance-based and are intended to update the Town's floodplain regulations to align with FEMA model ordinance language, revised Flood Insurance Study and Flood Insurance Rate Map information for Guilford County, updated FEMA forms, NAVD 1988 elevation datum references, and current floodplain permitting, certification, administrative, and enforcement procedures.

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AND

3. The proposed text amendment is in the public interest. The Town Council considers the proposed text amendment to be in the public interest because:

A. The report of the Town staff finding the proposed text amendment to be in the public interest is adopted by reference.

B. The Town Council further finds that the proposed text amendment is in the public interest because adoption will help ensure that the Town's Flood Damage Prevention provisions remain consistent with federal and state floodplain management requirements, support continued eligibility for participation in the National Flood Insurance Program, and help maintain access to federally backed flood insurance for property owners in Jamestown.

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

Council Member Glanville made a motion to move the consideration of approval of a special event permit request for the Jamestown Christmas Parade to Old Business up before the next Public Hearing. Council Member Jim Gibson seconded the motion. The motion passed by unanimous vote.

New Business-

- Consideration of approval of a special event permit request for the Jamestown Christmas Parade- Mr. Cliff Paddock, representing the Jamestown Rotary Club, requested approval of a special event permit for the Jamestown Christmas Parade on Sunday, December 6, and asked for the same Town support as in prior years: reimbursement for public safety costs, portable toilets and temporary power, postage handled by the Town staff, and assistance from Public Works staff during the parade weekend.

  Council Member Burgess made a motion to approve a special event permit request for the Jamestown Christmas Parade. Council Member Glanville seconded the motion. The motion passed by unanimous vote.

- Public Hearing. for the consideration of the rezoning of a property located at 4909 Guilford College Road from Agriculture (AG) to Conditional Zoning-Single Family Residential (CZ-SFR)- Mr. Colón presented Rezoning Case 2026-01, a request to rezone about 2.18 acres at 4909 Guilford College Road (the Wiley House parcel) from Agricultural (AG) to Conditional Zoning Single-Family Residential (CZ-SFR) to allow religious assembly and accessory uses. He showed the site context next to the existing Harvest Church campus, noted the property is a designated local landmark (any change to that status would require separate Council action).

  Mr. Colón outlined proposed conditions: limiting uses to churches and any church-related accessory uses and single-family residential uses, a request for historic de-designation must be approved by Town Council separately, requiring a 6-foot privacy fence adjacent to the subdivision to the east, meeting stormwater rules for any added built-upon area, and complying with church standards in the SFR district.

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The applicant submitted a concept plan showing how the existing residence, church campus, and surrounding neighborhood would relate, and explained that, as with all conditional zoning requests, development would be limited to that approved concept plan and its conditions. Mr. Colón noted emphasized that any new structures or additional built-upon area still required to go through the administrative Town plan review process to ensure compliance with local development standards.

He reported the Planning Board unanimously recommended denial, citing concerns about drainage, uncertainty about the future scope and intensity of church activities on the site, and potential impacts on adjacent homes. He asked Council to weigh consistency, reasonableness, and public interest in deciding the case.

Staff finds the proposed rezoning request consistent with the Envision Jamestown Comprehensive Plan (adopted 2021). The Future Land Use Map identifies the subject property within the Suburban Residential, which does accommodate civic uses, such as churches. Therefore, staff recommends that Town Council approve the rezoning. This will require two motions - one to consider the proposed zoning amendment and one to adopt the consistency statement.

Pastor Joe Coyne of Harvest Church asked Council to approve the rezoning, stating it is consistent with the Envision Jamestown Comprehensive Plan and would support reasonable church growth with uses compatible with the surrounding neighborhood. He said the church is committed to addressing neighbors' concerns through measures on drainage, lighting, landscaping, buffering, privacy fencing, and site security, and clarified that the property would not be used as a rehabilitation facility. He emphasized a spirit of cooperation and introduced the current property owner, a church executive, and their civil engineer to provide further details.

Mr. Glen Laivins, owner of the Wiley House, explained that he, not the church, initiated discussions about selling the property to Harvest Church. He described buying the home in 2017 when it was in poor condition, working to improve it, and stated that Greensboro's historic body removed its historic designation and plaque about three years ago. Mr. Laivins said the house has become more than he can manage, that the church has been an excellent neighbor, and that he believes selling to Harvest is the best way to ensure the property is well cared for, emphasizing that he receives frequent offers from others with very different ideas for the site.

Mr. Keith French stated that rezoning the Wiley House parcel from Agricultural to conditional single-family residential for church and single-family use is more consistent with Jamestown's Suburban Residential future land use designation than leaving it agricultural, noting that the plan explicitly mentions churches but not farms. He contrasted the current AG zoning-- which could allow cattle, poultry, farm equipment, fertilizers, and pesticides--with the proposed limited set of church and residential uses, which he said would pose fewer nuisances. He also summarized neighbors' objections (possible well/aquifer contamination, noise and light from a new parking lot, drainage,

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privacy, security), and responded that agriculture could create greater contamination risks, while the church is proposing mitigation measures such as a privacy fence, landscaping, light shielding, and extending its existing security presence to the new property. He acknowledged neighbors' worries that a new church parking lot could worsen drainage and contaminate wells or aquifers, but argued that under the current agricultural zoning could actually pose greater contamination risks. He said the church brought in a civil engineer to evaluate stormwater, believes the existing design already routes impervious runoff to the retention pond, and emphasized that any new parking would have to meet watershed rules so post-development runoff does not exceed current levels.

Pastor Coyne said the church wants to work cooperatively with neighbors and acknowledged concerns about wells, aquifers, stormwater runoff, and any future parking lot. He noted that while some neighbors had spoken to his late father about water issues, no one had brought the concerns directly to him until the rezoning process began, and he therefore asked their civil engineer, Mr. Jeremy McCall, to explain the technical findings.

Engineer Jeremy McCall explained that he reviewed the Harvest Church site to check compliance with its original stormwater design and watershed requirements and to see if church development was causing drainage problems. He found that all constructed impervious area is draining to the stormwater pond as the approved plans require, and that before the church was built (pre-2004) about 2.81 acres drained toward the affected backyard, while after development that drainage area was reduced to about 0.69 acres, with flows designed to match pre-development rates under Guilford County watershed rules. After walking the neighbors' properties, he observed some typical ditch flooding during heavy rains and localized wet spots caused by yard grades and swales, but concluded that, in his professional opinion, the church's development actually reduced the area draining to those lots in accordance with watershed requirements.

Council Member Glanville asked if stormwater plans are inspected and permitted (by Guilford County), and that if design requirements were not met, they would not pass inspection. Mr. McCall explained the existing retention pond is inspected biannually and that all impervious areas, including the later parking expansion, drain to it; only the grassed area between the lot and the property line drains toward the neighbors.

Mayor Dickenson asked who maintains the retention pond. Mr. McCall stated that the property owner is required to maintain that and the County inspects it.

Council Member Gibson asked whether the reduction in drainage area to the neighboring yards (down to about 0.6 acres) occurred with the initial church construction or after a later expansion. Mr. McCall explained that the main church was built in 2004 and additional parking was added in 2014, but all surfaces from both phases are routed to the stormwater pond; only the grassed strip between the parking lot and the property line drains toward the neighbors.

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In response to questions about the steep drop from the parking lot to the rear yards, he said that grade change was necessary so runoff could be routed to the pond instead of into the neighborhood.

Council Member Glanville asked whether he had evaluated how the proposed new parking lot on the Wiley House property would affect drainage, noting that existing drainage problems from past development are not part of the rezoning decision. Mr. McCall replied that any new parking lot would have to be designed and permitted under the same watershed rules, meaning post-development runoff leaving the site must be equal to or less than current runoff, so there cannot be an increase in flow toward the neighboring properties.

Pastor Coyne reiterated that all prior church development has followed required permits and ordinances. He addressed additional concerns about traffic, noise, lighting, and security. He said major church activities are mostly on Sundays and Wednesdays, with only occasional special events that typically end by 9 p.m., and he proposed having a neighborhood contact so residents can be notified of larger events. He emphasized that a residential rehabilitation facility was never intended and stated that existing security measures (off-duty police, trained security team, cameras) would extend to the new property. The church wants to maintain existing vegetative buffers, add a solid fence and more landscaping, clean up the site, and invest in the house for additional office and ministry use.

Pastor Coyne explained that Harvest Church has outgrown its current office space and would use the Wiley House primarily for additional administrative offices and small groups during the week, while repurposing the existing outbuildings for church storage and maintenance functions. He concluded by respectfully asking for rezoning approval so the church can continue to grow alongside the long-established neighborhood.

Council Member Burgess asked about other uses of the house besides small groups and offices. Pastor Coyne explained that he and his wife, who oversee ministries in North Carolina, South Carolina, and Georgia, would also use the Wiley House to host small training sessions for visiting church staff and to occasionally provide short periods of rest and retreat for ministers.

Council Member Gibson asked where the entrance to the parking lot would be. Pastor Coyne responded that there may be another entrance but that would all be planned out if approved.

Council Member Glanville asked Mr. Colón whether, as part of the conditional zoning, the Town could require specific conditions limiting where parking is allowed. Mr. Colón replied that yes, conditions can be added through the conditional zoning to control parking and buffering. He noted the pastor had originally proposed a landscape buffer and is open to additional conditions, such as restoring or increasing buffering along the parking area and combining that with the planned 6-foot fence to better protect the adjacent neighborhood.

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Pastor Coyne said the deteriorated barn at the back of the property will be demolished to improve safety and allow for more buffering and fencing, and emphasized that because water issues are a key concern, he brought in their engineer and is willing--regardless of the rezoning outcome--to collaborate with the neighbors' engineer to find a reasonable drainage solution so the church can be part of the solution rather than the problem.

Mayor Dickenson asked if he had considered putting the parking lot on the other 9 acres of land they currently own. Pastor Coyne explained that the land on the church's other side was heavily excavated for the bypass, so expanding onto that 10-acre area would cost multiple millions of dollars, which the church cannot afford. Although they use a small flat section near the neighboring gas station for joint outdoor events and would like to acquire more of that property someday.

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

Debbie Marlow, a 43-year resident of Kacia Court, asked Council to deny the rezoning, saying a commercial-style parking lot and church use of the former historic home would change the neighborhood's character, threaten wells and property values, and that she would prefer the land remain pasture. She described long-standing drainage problems she attributes to the church site being built up and rocked in, creating steep drop-offs, erosion, and flooding that required her to install a French drain. She also raised concerns about trash dumping on the slope and people staying in cars in the church lot.

Paula Kelly, whose property directly borders the Wiley House parcel, opposed the rezoning, saying it would affect over 200 feet of her backyard and side yard. She said that her well sits only about 20 feet from the property line, raising fears that excavation and new parking could damage the aquifer and contaminate water for the whole cul-de-sac. She disputed the church's view that drainage is not a problem, described ongoing runoff issues and debris (including tires) coming onto their property. She also voiced safety concerns about people sleeping in vehicles in the church lot. She objected to a wide range of proposed ministry uses in the house and expanded parking so close to her home, noting the church was not there when they bought their land.

James Williford, whose backyard directly adjoins the Wiley House property, opposed the rezoning, saying he and his wife chose the area for its quiet, residential character and assumed the historic house would remain a normal residence. He expressed concerns about privacy, safety, and quality of life if the church adds activities and parking so close to their six-foot fence, noting they sit downhill, can already see and hear activity clearly.

Kenneth Stafford, warned that building a new parking lot so close to a well only about 20 feet from the property line could damage or collapse the well due to heavy construction equipment, potentially cutting off water to the entire development if that well is central to the aquifer. He emphasized there is no backup city water or other wells.

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Daniel Burns, opposed the rezoning, saying he sees inconsistencies in the church's explanations--especially around earlier references to rehab use and the way their stated plans keep shifting, which makes him question their sincerity and trustworthiness. He criticized arguments that neighbors should be "grateful" to avoid a farm on a two-acre lot and stated that 100% of nearby residents he is aware of oppose the change and argued that pushing ahead despite that is not being a good neighbor. He added his appreciation to Parks and Recreation and praised the Greenway.

Randall Yow, a long-time Jamestown resident with plumbing and foundation experience, said he is not against progress but is worried about wells being so close to the proposed development and about how easements, rights-of-way, and ponds often go under-maintained. Drawing on decades in the neighborhood and past battles over condemnation and eminent domain, he urged caution, stating that once such decisions are made, residents have little recourse if problems arise.

Sarah Burns, read a statement from neighbor Donna, who lives at the low point of Kacia Court and already takes on significant excess water despite having two large storm drains. She believes this will likely worsen with additional parking and possibly cause well contamination. Ms. Burns added that although her own house does not see the church, they hear significant noise from the parking lot on Sundays, and she worries that expanding church use will increase daily noise, traffic, and security issues. She stated that the large, busy church already requires on-site security during services but leaves neighbors to deal with dumping, unhoused individuals, and water problems afterwards--so she respectfully asked Council to deny the rezoning.

Andrea Fricke, whose property also borders the church, said she does not personally have water issues but stated that when neighbors previously raised concerns to the pastor's father, nothing changed, so they stopped pursuing it. She recounted that during the 2014 parking lot expansion, the church initially cut an access through to the dead-end street without permission, and her family had to go to the Planning Board to stop it. She emphasized she does not want any future church exit routed down Tarkington Drive. Citing the lack of concrete plans and the many different uses mentioned, she asked Council to deny the rezoning.

Mayor Dickenson asked if anyone else would like to speak.

Nobody came forward.

Mayor Dickenson opened the floor to Council for discussion.

Council Member Westmoreland said he is struggling with the rezoning decision because, he believes both the church and the neighbors are acting in good faith and that neighbors' concerns are legitimate. Many issues, especially around noise, lighting, and future use, remain too undefined. He recognized that they have letters, videos, and an engineer's report, but without more specific, enforceable conditions from the church, key neighborhood concerns would still be unresolved if the rezoning were approved.

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Council Member Burgess said she is now uncertain about the rezoning because what she heard at the meeting about how the house would be used differs from what was described in a letter sent to neighbors. While she recognizes the request appears consistent with the Comprehensive Plan, those shifting descriptions of use make her reluctant to make a decision at this time.

Council Member Glanville cautioned that the Town must avoid basing its rezoning decision on discriminatory concerns about potential users (such as people in treatment or group homes), stating that such facilities and unhoused people still have rights and that any buyer could legally establish certain licensed uses there under existing law. She asked staff and the Town Attorney whether excluding uses simply because residents "do not want those people there" could put the Town at legal or regulatory risk if cited as the reason for denying the rezoning. Town Attorney Brown explained that while Jamestown must allow space for a wide range of uses (including group homes and treatment facilities), it can decide where those uses are appropriate, and the Council may lawfully consider location in its rezoning decision. He added that Council can also use conditions on the rezoning to explicitly allow or prohibit specific uses on this parcel (e.g., limiting it to certain church or residential uses and excluding others). Mr. Colón confirmed that care facilities and day treatment centers are not permitted in either the Agricultural or Single-Family Residential zoning districts, and that family care homes are regulated separately with a required one-half-mile spacing buffer from other family care homes.

Council Member Gibson said he respects the church's success and growth but still has concerns about unresolved issues, especially water, future intensity of use, and how close new development would be to neighbors. After visiting the site, he felt existing parking areas have some buffer but the proposed new parking would sit much closer with limited separation, and that despite the church's efforts to respond, too many gray areas remain about what might ultimately happen if the rezoning is approved.

Mayor Dickenson shared her own experience with severe runoff and neighborhood flooding, saying it can be hard to convey how bad the impacts are until a major storm hits. She praised the church but expressed concern that with so much new development and limited staff capacity, the Town may not yet have the infrastructure or people in place to adequately address increasingly serious stormwater and drainage problems as more impervious surface is added.

Council Member Glanville said she agrees it no longer makes sense with the Comprehensive Plan to keep the property zoned Agricultural and that rezoning, in principle, seems appropriate, but she is uncomfortable proceeding without more specific, enforceable conditions to address neighborhood concerns. She suggested staff work with the applicant to refine conditions that give clearer assurances to both residents and Council, and indicated she would prefer to continue the matter rather than make a final decision that night.

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Mayor Dickenson asked about a jurisdiction discrepancy she had seen in Guilford County records for the Wiley House parcel. Mr. Colón responded that, based on the Town's ETJ and city boundary maps, the property is definitely within Jamestown's extraterritorial jurisdiction, so the Town, not the county, is the zoning authority there, and any inconsistency in county tax or GIS records is likely just a lag in their data updating.

Council Member Glanville stated that rezoning decisions should focus on whether new development would worsen existing problems, not on pre-existing conditions. She suggested the Council needs expert input on how construction and added impervious surface near wells and septic systems can be mitigated, rather than relying on lay opinions.

Mr. Colón added that the applicant originally proposed a Type D (5-foot) landscape buffer, even though no buffer is actually required between a church and adjacent residences, meaning that offer was already above minimum standards. He suggested the church could reinstate or even increase buffering, particularly along the parking area, and combine it with the planned solid 6-foot fence. He stated that the applicant could also choose to add further use restrictions if Council felt that would address neighborhood concerns.

Council Member Westmoreland asked the Town Attorney how, and when, additional conditions could be added to the rezoning request. Attorney Brown replied that Council can propose conditions right then by asking the applicant if they would accept limits such as hours of use, number of parking spaces, or other restrictions and, if the applicant agrees, those conditions can be incorporated into the rezoning.

Pastor Coyne said he is open to whatever reasonable conditions Council recommends and stated definitively that the property would not be used for any type of addiction recovery residence or facility, which he said was never the church's intent. He also agreed to keep working with the neighbors' civil engineer to address existing drainage issues and invited specific questions or suggested conditions from Council to help move the rezoning request forward.

Council Member Westmoreland asked when the other engineer study would be complete. The neighbors stated that it has started but they want to observe conditions during a heavy rainstorm. The engineer hopes to complete the study by the end of the month.

Attorney Brown clarified that although existing drainage problems themselves are not part of the rezoning criteria, Council can still require that those problems be fixed as a condition of approval. For example, by conditioning the rezoning on specific drainage improvements identified by the engineers before any new development proceeds.

Council Member Glanville asked whether neighbors could accept any modified version of the church's plan or were they opposed in all cases. Ms. Marlow responded that their main concern is the proposed parking lot and intensified church activity directly behind their homes. She described ongoing drainage and erosion issues, trash and mattresses

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being dumped down the embankment, people staying in cars at night in the church lot, and the steep slope from the parking area toward their yards. She stated that more parking and activity would worsen these problems and that they want the area to remain residential/pasture rather than effectively becoming a commercial-style church frontage at their back property lines.

Council Member Burgess said she wanted to see the other engineer's report and receive more clarity on the uses of the house.

Council Member Westmoreland made a motion to continue the Public Hearing to the August 18th Town Council meeting at 6:00 in the Council Chambers with no further advertisement. Council Member Burgess made a second to the motion. The motion passed by unanimous vote.

Council Member Westmoreland said he expects the two engineers to confer and reach a professional consensus on the drainage situation, and for the applicant to develop additional, more meaningful conditions that could address neighborhood concerns and build trust. He stated those proposed conditions should be shared with residents before the continued hearing on August 18th so that, at that meeting, Council can review progress and be ready to make an informed decision on the rezoning.

Council Member Westmoreland made a motion to take a five-minute recess. Council Member Gibson made a second to the motion. The motion passed by unanimous vote. The meeting resumed at 8:54 pm.

- Consideration of the adoption of the Town of Jamestown's Strategic Plan- Town Manager Johnson stated that at the June 23rd regular Council meeting, the Council tabled adoption of the Annual Strategic Plan after determining that additional review of a portion of the plan was desired prior to formal approval. To facilitate this review, Manager Johnson proposed scheduling a Special Meeting dedicated to discussion of the plan. After consideration of several dates and times, and in order to accommodate Council Member Westmoreland's schedule and Members' regular work hours, the Council reached consensus to hold the special meeting on August 26th from 2:00 p.m. to 4:00 p.m. in the Council Chambers, with the meeting to be advertised accordingly.

New Business

Parks and Recreation Quarterly Report- Mr. Scott Coakley presented the fourth quarter report for fiscal year 2025–2026 and an overview of the Jamestown Park Golf Course's six-year financial performance. He reported that fourth quarter revenue (April through June) was approximately $582,000, an increase of about $64,000, or 12%, over the same quarter in the prior year, driven primarily by gains in greens fees and cart rentals, with steady performance in concessions, pro shop sales, and clubhouse rentals.

He shared that fiscal year 2025–2026 resulted in an operating surplus, with an operating profit of $57,856. This was achieved through significant revenue growth (from roughly $1.0 million to $1.64 million over the period), expanded park rentals, increased rounds played, more

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tournaments and events, greater use of the clubhouse, and careful expense management, including efficiencies in golf shop operations, while continuing to invest in course quality.

Mr. Coakley emphasized the distinction between operating results and capital expenditures, noting that capital purchases for equipment, facilities, and infrastructure are long-term investments budgeted separately and should not be confused with operating performance.

He concluded by recognizing the Town Manager, Assistant Town Manager, Finance Director, Finance Department, and the Parks and Recreation and Golf Course staff for their leadership, financial stewardship, and daily work, stressing that the operating surplus reflects years of steady progress, teamwork, and collaboration. He said that the golf course is now financially stronger and well positioned to continue building on this momentum.

Council members expressed appreciation and congratulations to Mr. Coakley and staff for their sustained efforts in improving the Jamestown Park Golf Course. They recognized the significance of achieving an operating surplus and the visible benefits of their work to the community. Comments emphasized the course's growing reputation, staff's hard work at events, and general support for continued promotion and use of the facility.

Discussion regarding the Oakdale Sidewalk Project-Town Manager Johnson explained that the project has been delayed for a long time, initially at the request of NCDOT so they could complete their own project first, which is now done. Since then, staffing, engineering, and especially funding challenges have arisen, with project costs increasing far beyond the original $700,000 CMAQ grant (some of which has already been used for engineering), leaving a need of just over $1.1 million at current estimates. He stated that the Town faces a choice between scrapping the project at which point DOT would not seek reimbursement for funds spent to date or proceeding and seeking additional funding. He shared that Council Member Westmoreland, as the Town's representative to the High Point MPO, has agreed to discuss the issue with the MPO and DOT, and would also help pursue supplemental funding.

Council Member Westmoreland explained that the CMAQ grant typically requires a 20% local match with 80% coming from state DOT and federal funds, and that the project is currently programmed for $700,000 on the TIP, leaving an estimated $772,000 funding gap. He hopes this amount can be covered with additional CMAQ support from DOT. He stated he is cautiously optimistic about making a successful case for more funding and will report back to Council once there is an update.

He also asked whether the $300,000 shown for one section of the project has already been allocated and set aside in reserve. Manager Johnson answered yes, that the amount is in CIP and allocated out of fund balance.

Council Member Westmoreland asked how much of the original $700,000 CMAQ grant had already been used. Manager Johnson responded that some of it has been spent, but he did not have the exact figure but could get that number for him.

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Council Member Westmoreland referenced a total cost of about $1.84 million and sought clarity on how that related to the $300,000 section and overall gap. Manager Johnson clarified that the $300,000 section is separate, and that the remaining portion creates an estimated funding need of roughly $1.1 million at current cost estimates, emphasizing that these numbers are still estimates and not bid prices.

Consideration of amendment to the Personnel Policy regarding annual leave rates- Town Manager Johnson explained that, to support recruitment and retention, Council Member Glanville identified a challenge for employees coming from other jurisdictions that participate in the state or local retirement system: their prior service is not currently recognized, so a tenured employee hired from another jurisdiction would start at zero for vacation accrual. He stated that Karen Strausser has drafted an amendment providing that the Town will accept transfer of service from employers participating in the state or local government employees' retirement system, and that such service would be treated as if it were earned with the Town for purposes of vacation leave only, with service to be verified either by the former employer or through ORBIT, the online retirement benefits system.

Council Member Glanville reiterated her strong support for the personnel policy amendment, noting that she had raised the idea previously during budget discussions and believes it is especially important in difficult budget years when direct compensation increases are limited. She stated that measures like recognizing prior service for vacation accrual, which have minimal financial impact but add meaningful benefits, can significantly aid recruitment and help employees who previously gave up tenure. She added that from her 17-plus years in the local government retirement system that losing tenure is a major concern for employees.

Council Member Burgess asked whether approving the amendment meant adopting the entire personnel policy, and Manager Johnson clarified that no other changes were being made and Council would be approving only the new paragraph shown in red.

Mayor Dickenson questioned the reference to the policy becoming effective July 1, 2026 and expressed discomfort that it appeared to be re-adopting the whole policy. Manager Johnson explained that the July 1st date was simply to make the amendment effective at the start of the fiscal year and to allow vacation accrual to be calculated from that date, with no other policy changes implied. Council Members confirmed that only the redlined amendment was under consideration, and added that they could review the full policy at a later time

Council Member Glanville made a motion to approve the amendment to the Personnel Policy regarding annual leave rates. Council Member Westmoreland made a second to the motion. The motion passed by unanimous vote.

Public Comment – No one signed up to speak

Closed Session per G.S. 143-318.11 A3 to discuss a personnel matter- Council Member Glanville made a motion to go into closed session per G.S. 143-318 to discuss a matter related to attorney client privilege (Case #26CV010668-400). Council Member Gibson made a second to the motion. The motion passed by a unanimous vote.

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

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

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

The meeting ended at 10:04 pm.

_____
Mayor

_____
Town Clerk

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval & Sealing of the July 21st Closed Session minutes

AGENDA ITEM #: II-B

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: August 18, 2026

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

The Town Council went into closed session per G.S. 143-318 to consult with the Town Attorney to preserve the Attorney Client Privilege between the Town Attorney and the Town Council and to discuss a personnel matter on July 21st.

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

ATTACHMENTS: None

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED:

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

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown



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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of Amended Regular Town Council meeting schedule

AGENDA ITEM #: II-C

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: August 18, 2026

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

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

SUMMARY:

Staff is requesting to amend the Town Council Regular Meeting Schedule for 2026. The change would reschedule the October 20th Town Council meeting to October 6th.

Town staff were notified by the Guilford County Board of Elections that the Council Chambers will likely be chosen as an early voting and election day voting site. Early voting will be held from October 15th through October 31st, and site setup will occur the week prior. The NC State Board is expected to finalize the proposed election locations on August 20th.

Staff recommends that the Council approve the amended regular Town Council meeting schedule to accommodate early voting in the Town of Jamestown.

ATTACHMENTS: Amended Regular Town Council Meeting Schedule for 2026

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

BUDGETARY IMPACT: N/A

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

FOLLOW UP ACTION NEEDED: The amended regular Town Council meeting schedule will be advertised in accordance with NCGS.

Town of Jamestown
Town Council Regular Meeting Schedule for 2026

Regular meetings are held on the 3rd Tuesday of the month at 6:00 pm unless otherwise specified

- January 20, 2026
- February 10, 2026, *2nd Tuesday to accommodate Primary Elections
- March 17, 2026
- April 21, 2026
- May 19, 2026
- June 23, 2026, *4th Tuesday for budget adoption
- July 21, 2026
- August 18, 2026
- September 15, 2026
- October 6, 2026 *1st Tuesday to accommodate Early Voting
- November 17, 2026
- December 15, 2026

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Financial Analysis for July 2026 AGENDA ITEM #: II.D.

☑ CONSENT AGENDA ITEM ☐ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: August 18, 2026 ESTIMATED TIME FOR DISCUSSION:

DEPARTMENT: Finance Department CONTACT PERSON: Faith Wilson

SUMMARY:

Summary schedule of cash & deposits, debt balances, and total revenues collected to date and expenditures to date is provided. A detailed budget to actual statements is also included as of 07-31-2026.

July is the first month of our fiscal year; many of the revenues and expenditures that we receive or pay out in July relate back to June. Thus these have to be accrued back into the previous fiscal year. So it will appear that we did not receive much in revenues, but it is just a timing of when revenues are received. As for expenditures, a lot paid in July were for June (and accrued back), but also we pay a lot of annual fees at the very beginning of the fiscal year.

Sales tax came in higher at 6.67% compared to July 2025. The sales tax distribution for July is May sales. Sales tax will be received through September for FY 26-27. Franchise tax for 4th quarter FY 26-27 will be received in September. Final motor vehicle tax will be received in August for June FY 26-27. Property tax for June will be received in July FY 26-27.

Annual insurance premiums were paid in July (spread among departments). We continue to pay our debt payments timely, lease payments and contract payments to Pinecroft Sedgefield Fire Department,and code enforcement. Payments were made for stormwater dues, PTRC membership dues and other operational expenses such as utility bills. Payments to Piedmont Triad Regional Water Authority for FY 26-27 were also made along with the Odor Control payments.

July was a decent month for golf despite the golf course being slow for 7 days due to green aerification, heat and rain. There was 2,907 rounds of golf played in July 2026 compared to 2,865 rounds played in July 2025. The golf course held no outings during July but the shop had 1 room rental.

ATTACHMENTS: Summary of financial analysis

RECOMMENDATION/ACTION NEEDED: None

BUDGETARY IMPACT: None

SUGGESTED MOTION: None

FOLLOW UP ACTION NEEDED: None

Town of Jamestown
Financial Summary Report
as of July 31, 2026

CASH BALANCES

Petty Cash	$	1,350
Operating Cash		7,064,183
Certificates of Deposit		3,104,341
Money Market Accounts - First Bank		876,572
North Carolina Capital Management Trust		14,995,330
	$	26,041,776

Reservations of cash:

Cash reserved for Randleman Reservoir	$	265,520
Cash reserved by Powell Bill for street improvements	$	399,580
General Capital Reserve Fund		288,485
Oakdale Sidewalk Phase 3		72,581
Oakdale Sidewalk Phase 2		26,693
Penny Road Sidewalk Capital Project		51,000
Water Sewer Capital Reserve Fund		3,899,616
	$	5,003,475

Cash by Fund:

General	$	8,134,033
General Capital Reserve Fund		288,485
Oakdale Sidewalk Phase 3		72,581
Oakdale Sidewalk Phase 2		26,693
Penny Road Sidewalk Capital Project		51,000
Sidewalk Project Fund-Guilford County ARPA and GF Transfer		260,597
Forestdale East Stormwater Project		175,366
Jamestown Park Restroom		139,582
Water/Sewer		12,728,303
Randleman Reservoir		265,520
Water/Sewer Capital Reserve Fund		3,899,616
	$	26,041,776

Cash by Bank:

NCCMT	$	14,995,330
Pinnacle Bank		9,028,709
First Bank		2,016,387
	$	26,040,426

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

DEBT SERVICE

Installment Purchase Debt:	Balance at 6/30/2026	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Golf Clubhouse Renovation	100,031	11/3/2027	2027/2028
Golf Equipment	169,298	6/5/2028	2027/2028
2024 Leaf truck	219,421	6/30/2031	2030/2031
	$ 488,750		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	$ 74,961	11/3/2027	2027/2028

Town of Jamestown
FINANCIAL SUMMARY REPORT
As of July 31, 2026

	Fund (#18) Oakdale Sidewalk Ph 3 Capital Project	Fund (#21) Oakdale Sidewalk Ph 2 Capital Project	Fund (#23) Penny Road Sidewalk Capital Project	Fund (#24) Sidewalk Project Guilford County ARPA Capital Project
Life to Date Revenues & Other Financing Sources	219,232	79,589	51,000	2,554,795
% of budget received	3%	40%	4%	111%
Life to Date Expenditures	146,088	52,896	-	730,913
% of budget expended	22%	26%	0%	32%

	Fund (#26) Parks and Rec PARTF Guilford County ARPA Capital Project	Fund (#27) Parks and Rec AFP Guilford County ARPA Capital Project	Fund (#28) Forestdale East Stormwater Project Capital Project	Fund (#29) Jamestown Park Restroom Project Capital Project
Life to Date Revenues & Other Financing Sources	430,410	600,000	1,011,700	702,719
% of budget received	100%	100%	100%	100%
Life to Date Expenditures	275,397	599,815	68,874	63,137
% of budget expended	64%	100%	11%	11%

Town of Jamestown
FINANCIAL SUMMARY REPORT
FOR PERIOD OF 07/01/2026 - 06/30/2027

(Report is as of July 2026)

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	FYE 06/30/26 PRIOR YEAR ACTUAL TO DATE	As of June '26 PRIOR YEAR CURRENT BUDGET	As of June '26 PRIOR YEAR ACTUAL TO DATE	As of June '26 PRIOR YEAR UNCOLLECTED TO DATE	As of June '26 PRIOR YEAR Y-T-D % COLLECTED
REVENUES (FUND 10)									
PROPERTY TAXES	$ 4,281,684	$ -	$ 4,281,684	0.00%	$ 4,258,563	$ 4,270,144	$ 4,258,563	$ 11,581	99.73%
MOTOR VEHICLE FEES	55,675	-	55,675	0.00%	87,582	111,440	87,582	23,858	78.59%
SALES TAXES/HOLD HARMLESS	1,417,000	-	1,417,000	0.00%	1,060,229	1,150,000	1,060,229	89,771	92.19%
UTILITIES SALES TAXES	389,000	-	389,000	0.00%	318,338	389,800	318,338	71,462	81.67%
GRANTS FROM GUILFORD COUNTY	-	-	-	0.00%	55,500	55,500	55,500	-	100.00%
GARBAGE & RECYCLING FEES	250,000	21,555	228,445	8.62%	254,675	245,000	254,675	(9,675)	103.95%
POWELL BILL	127,900	-	127,900	0.00%	127,907	130,000	127,907	2,093	98.39%
STORMWATER FEES	170,000	14,880	155,120	8.75%	173,575	160,000	173,575	(13,575)	108.48%
GOLF COURSE FEES	1,494,850	125,018	1,369,832	8.36%	1,637,681	1,408,500	1,637,681	(229,181)	116.27%
RECREATION FEES	49,000	725	48,275	1.48%	50,150	37,000	50,150	(13,150)	135.54%
INVESTMENT EARNINGS	150,000	-	150,000	0.00%	280,352	165,000	280,352	(115,352)	169.91%
ISSURANCE OF INSTALLMENT PURCHASE FINANCING	515,000	-	515,000	0.00%	-	-	-	-	0.00%
OTHER REVENUES	396,600	40,867	355,733	10.30%	245,998	253,422	245,998	7,424	97.07%
TRANSFER FROM GENERAL CAPITAL RESERVE FUND	70,100		70,100	0.00%	70,091	70,100	70,091	9	99.99%
BALANCING APPROPRIATION	603,515	-	603,515	0.00%	-	1,274,261	-	1,274,261	0.00%
	$ 9,970,524	$ 203,045	$ 9,767,479	2.04%	$ 8,620,642	$ 9,720,167	$ 8,620,642	$ 1,099,525	88.69%
CAPITAL RESERVE FUND (FUND 11)									
REVENUE									
INTEREST	$ 100	$ -	$ 100	0.00%	$ 131	$ 100	$ 131	$ (31)	131.00%
TRANSFER FROM GENERAL FUND	153,446	-	153,446	0.00%	153,446	153,464	153,446	-	99.99%
	$ 153,546	$ -	$ 153,546	0.00%	$ 153,577	$ 153,564	$ 153,577	$ (31)	100.01%

	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	FYE 06/30/26 PRIOR YEAR ACTUAL TO DATE	As of June '26 PRIOR YEAR CURRENT BUDGET	As of June '26 PRIOR YEAR EXPENDITURES TO DATE	As of June '26 PRIOR YEAR ENCUMBRANCES TO DATE	As of June '26 PRIOR YEAR UNSPENT TO DATE	As of June '26 PRIOR YEAR Y-T-D % SPENT
EXPENDITURES & ENCUMBRANCES (FUND 10)											
GOVERNING BODY	$ 148,800	$ 5,372	$ 19,100	$ 124,328	16.45%	$ 211,623	$ 290,700	$ 211,623	$ -	$ 79,077	72.80%
ADMINISTRATION	1,348,090	153,531	122,737	1,071,822	20.49%	1,067,448	1,179,049	1,067,448	-	111,601	90.53%
PLANNING	433,310	36,332	71,176	325,803	24.81%	267,284	413,174	267,284	-	145,890	64.69%
BUILDINGS & GROUNDS	295,967	32,431	65,797	197,739	33.19%	165,969	289,600	165,969	-	123,631	57.31%
PUBLIC SAFETY	518,000	2,453	496,547	19,000	96.33%	442,585	538,000	442,585	-	95,415	82.26%
FIRE	1,375,663	343,916	1,028,747	3,000	99.78%	1,106,698	1,115,526	1,106,698	-	8,828	99.21%
STREET	613,675	15,340	118,970	479,365	21.89%	290,112	853,540	290,112	-	563,428	33.99%
POWELL BILL	311,375	-	-	311,375	0.00%	-	130,000	-	-	130,000	0.00%
STORMWATER	173,100	5,760	61,000	106,340	38.57%	138,434	310,000	138,434	-	171,566	44.66%
SANITATION	936,101	26,545	161,841	747,715	20.12%	295,383	412,247	295,383	-	116,865	71.65%
RECREATION	926,237	39,122	118,968	768,147	17.07%	735,745	919,820	735,745	-	184,075	79.99%
GOLF COURSE MAINTENANCE	1,309,524	121,763	95,145	1,092,616	16.56%	1,169,564	1,402,533	1,169,564	-	232,969	83.39%
GOLF SHOP	870,014	79,255	109,656	681,103	21.71%	656,340	897,412	656,340	-	241,072	73.14%
DEBT SERVICE	557,222	24,644	172,619	359,959	35.40%	470,511	555,100	470,511	-	84,589	84.76%
OTHER FINANCE USES	153,446	-	-	153,446	0.00%	413,446	413,466	413,446	-	20	100.00%
	$ 9,970,524	$ 886,463	$ 2,642,303	$ 6,441,758	35.39%	$ 7,431,141	$ 9,720,167	$ 7,431,142	$ -	$ 2,289,026	76.45%
EXPENDITURES & ENCUMBRANCES (FUND 11)											
TRANSFERS TO OTHER FUNDS	$ 70,100	$ -	$ -	$ 70,100	0.00%	$ 70,091	$ 70,100	$ 70,091	$ -	$ 9	100.00%
RESERVE FOR FUTURE EXPENDITURES	83,446	-	-	83,446	0.00%	-	83,446	-	-	83,446	0.00%
	$ 153,546	$ -	$ -	$ 153,546	0.00%	$ 70,091	$ 153,546	$ 70,091	$ -	$ 83,455	48.97%

	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	FYE 06/30/26 PRIOR YEAR ACTUAL TO DATE	As of June '25 PRIOR YEAR CURRENT BUDGET	As of June '25 PRIOR YEAR ACTUAL TO DATE	As of June '25 PRIOR YEAR UNCOLLECTED TO DATE	As of June '25 PRIOR YEAR Y-T-D % COLLECTED
REVENUES (FUND 30)									
WATER CHARGES	$ 1,523,712	$ 130,614	$ 1,393,098	8.57%	$ 1,333,116	$ 1,390,000	$ 1,333,116	$ 56,884	95.91%
SEWER CHARGES	4,687,099	212,429	4,474,670	4.53%	4,172,074	4,000,000	4,172,074	(172,074)	104.30%
INVESTMENT EARNINGS	150,000	-	150,000	0.00%	315,939	200,000	315,939	(115,939)	157.97%
OTHER REVENUES	114,300	152,098	(37,798)	133.07%	608,081	689,042	608,081	(117,039)	116.99%
TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND	118,378	-	118,378	0.00%	118,378	118,378	118,378	-	100.00%
TRANSFER FROM WATER SEWER CAPITAL RESERVE	1,549,984	-	1,549,984	0.00%	61,502	1,776,724	61,502	1,715,222	3.46%
BALANCING APPROPRIATION	4,218,255	-	4,218,255	0.00%	-	2,916,839	-	2,916,839	0.00%
	$ 12,361,728	$ 495,139	$ 11,866,587	4.01%	$ 6,807,087	$ 11,092,981	$ 6,807,088	$ 4,285,893	61.36%
RANDLEMAN RESERVOIR CAPITAL RESERVE FUND (FUND 60)									
REVENUE									
INVESTMENT EARNINGS	$ 1,000	$ -	$ 1,000	0.00%	$ 9,843	$ 5,000	$ 9,843	$ (4,843)	196.86%
TRANSFER FROM ENTERPRISE FUNDS	32,100	$ -	$ 32,100	0.00%	$ 32,100	32,100	$ 32,100	$ -	100.00%
APPROPRIATED NET ASSETS	85,278	-	85,278	0.00%	-	81,278	-	81,278	0.00%
	$ 118,378	$ -	$ 118,378	0.00%	$ 41,943	$ 118,378	$ 41,943	$ 76,435	35.43%
WATER AND SEWER CAPITAL RESERVE FUND (FUND 61)									
REVENUE									
TRANSFER FROM ENTERPRISE FUNDS	$ 515,000	$ -	$ 515,000	0.00%	$ 500,000	$ 500,000	$ 500,000	$ -	100.00%
INVESTMENT EARNINGS	1,500	$ -	$ 1,500	0.00%	$ 1,423	1,000	$ 1,423	$ (423)	142.30%
NET POSITION APPROPRIATED	1,033,484	$ -	$ 1,033,484	0.00%	$ -	1,275,724	$ -	$ 1,275,724	0.00%
TRNASFER FROM W/S-SYSTEM DEVELOPMENT FEES		$ -		0.00%	$ 606,400	606,400	$ 606,400	$ -	100.00%
	$ 1,549,984	$ -	$ 1,549,984	0.00%	$ 1,107,823	$ 2,383,124	$ 1,107,823	$ 1,275,301	46.49%

	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	FYE 06/30/26 PRIOR YEAR ACTUAL TO DATE	As of June '25 PRIOR YEAR CURRENT BUDGET	As of June '25 PRIOR YEAR EXPENDITURES TO DATE	As of June '25 PRIOR YEAR ENCUMBRANCES TO DATE	As of June '25 PRIOR YEAR UNSPENT TO DATE	As of June '25 PRIOR YEAR Y-T-D % SPENT
EXPENDITURES & ENCUMBRANCES (FUND 30)											
PERSONNEL	$ 1,897,402	185,921	$ 20,377	$ 1,711,104	9.82%	$ 1,456,825	$ 1,815,894	$ 1,456,825	$ -	$ 359,069	80.23%
WATER PURCHASES	539,000	(26)	414,217	124,809	76.84%	298,659	423,000	298,659	-	124,341	70.60%
SEWER TREATMENT	905,000	(22,083)	-	927,083	-2.44%	757,483	925,000	757,483	-	167,537	81.89%
DEBT SERVICE	249,960	136,238	59,222	52,499	79.00%	246,234	249,181	246,234	-	2,947	98.82%
CONTRACT SERVICES & MAINTENANCE	601,500	22,171	188,599	410,730	31.72%	421,841	615,700	421,841	-	194,059	68.48%
CAPITAL	6,759,264	-	2,084,812	4,674,452	30.84%	544,669	5,192,539	544,669	-	4,647,870	10.49%
TRANSFER TO OTHER FUNDS	547,100	-	-	547,100	0.00%	1,138,500	1,138,500	1,138,500	-	-	100.00%
OTHER OPERATING EXPENDITURES	862,500	50,157	121,714	690,628	19.93%	503,393	733,167	503,393	-	229,774	68.66%
	$ 12,361,726	$ 354,379	$ 2,888,942	$ 9,138,405	26.08%	$ 5,367,383	$ 11,092,981	$ 5,367,384	$ -	$ 5,725,597	48.39%
RANDLEMAN RESERVOIR CAPITAL RESERVE FUND (FUND 60)											
TRANSFER TO OTHER FUNDS	$ 118,378	$ -	$ -	$ 118,378	0.00%	$ 118,378	$ 118,378	$ 118,378	$ -	$ -	100.00%
	$ 118,378	$ -	$ -	$ 118,378	0.00%	$ 118,378	$ 118,378	$ 118,378	$ -	$ -	100.00%
WATER AND SEWER CAPITAL RESERVE FUND (FUND 61)											
TRANSFER TO OTHER FUNDS	$ 1,549,984	$ -	$ -	$ 1,549,984	0.00%	$ 61,502	$ 1,776,724	$ 61,502	$ -	$ 1,715,222	3.46%
RESERVE FOR FUTURE EXPENDITURES	$ -	$ -	$ -	$ -	0.00%	$ -	$ 606,400	$ -	$ -	$ 606,400	0.00%
	$ 1,549,984	$ -	$ -	$ 1,549,984	0.00%	$ 61,502	$ 2,383,124	$ -	$ -	$ 2,321,622	0.00%

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Manager's Report

AGENDA ITEM #: IV-A

☐ CONSENT AGENDA ITEM ☐ ACTION ITEM ☑ INFORMATION ONLY

MEETING DATE: August 18, 2026

ESTIMATED TIME FOR DISCUSSION: 5 min

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

Manager's Report attached.

ATTACHMENTS: Manager's Report

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

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

Settled 1752
JAMESTOWN
NORTH CAROLINA

Manager's Report **Date: 08/18/2026**

A. Unfortunately, the weather got the best of us again this year for National Night Out. We will be hosting Camel City Yacht Club who will be bringing us the top Yacht Rock hits from the 70's and 80's on Friday, Sept. 4th from 6-10 PM at Wrenn Miller Park. Be sure to join us there!

B. The Annual Fall Litter Sweep will take place on Sept. 26th from 9-11 AM. Please RSVP by calling Elizabeth Greeson at Town Hall at 336-454-1138 to participate.

C. Town offices will be closed on Monday, Sept. 7th in observance of the Labor Day holiday. No changes will occur to solid waste collections.

D. Main Street Waterline Project Update - The project remains under review with NCDOT for traffic control protocols. Once approval is received, the Town will schedule a meeting with business and property owners along the affected route to share information and answer questions.

E. Main Street Corridor Project Update – Jose has been working on setting a meeting date that works for all parties, but is targeting the week of August 24-28th for a potential kick-off meeting.

F. The Council will host a special called meeting on August 26th at 2PM in the Council Chambers to review the Council's Strategic Plan. The public is invited to attend.

Key Dates:

Sept 3rd – Bulk Pickup Day
Sept. 4th – Music in the Park – 6PM – 10 PM
Sept 7th – Parks & Recreation Regular Meeting - 6 PM – Council Chambers
Sept. 14th – Planning Board Regular Meeting – 6 PM – Council Chambers
Sept. 15th – Town Council regular meeting – 6 PM – Council Chambers

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
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Robert Brown

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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Rezoning (2026-01) - Harvest Church - 4909 Guilford College Rd **AGENDA ITEM #:** V-A

☐ CONSENT AGENDA ITEM ☑ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: August 18, 2026 **ESTIMATED TIME FOR DISCUSSION:** 45 min - 1 hr

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

SUMMARY:

Pastor Joe Coyne of Harvest Church has submitted a zoning amendment request for the property located on 4909 Guilford College Rd. The applicant wishes to rezone the parcel from AG to CZ-SFR. The primary reason for rezoning is to allow for the acquisition of the property by Harvest Church to utilize the residence and structure for church accessory uses, and allow for construction additional parking.

The Planning Board initially heard Zoning Case #2026-01 at the May 11, 2026 Planning Board Hearing. A request to continue the hearing to the next regularly scheduled Planning Board meeting was made. The request was heard again on June 8, 2026, where the Board unanimously voted recommend denial of the request. Minutes for the June 8th Planning Board hearing are included in the packet for reference.

After Council's continuance on July 21, the applicant has proposed revised conditions. Please see attached report with revised conditions.

Staff finds the proposed rezoning request consistent with the Envision Jamestown Comprehensive Plan (adopted 2021). The Future Land Use Map identifies the subject property within the Suburban Residential, which does accommodate civic uses, such as churches. Therefore, staff recommends that Town Council follow the "Motion Finding Proposed Amendment Consistent with Comp Plan" procedure outlined below. This will require two motions - one to consider the proposed zoning amendment and one to adopt the consistency statement.

ATTACHMENTS: Rezoning Application, Staff Report, PB Minutes, and additional information

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

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Move to rezone the parcel located at 4909 Guilford College Rd. from AG to CZ-SFR with the conditions restricting the use of the property as presented. (Council will also adopt a consistency statement)

FOLLOW UP ACTION NEEDED: Staff will update zoning map accordingly

Zoning Case 2026-01
Jamestown Planning Department
Zoning Staff Report

Planning Board Hearing Date: May 11, 2026 (Continued) – June 8, 2026 (Not recommended)
Initial Town Council Hearing Date: July 21, 2026 - ***Continued***
Town Council Hearing Date: August 18, 2026

GENERAL INFORMATION

Applicant: Pastor Joe Coyne (w/ Harvest Church)

Request: Request for rezoning of the following parcel:

4909 Guilford College Rd. – Parcel #156695 - Agriculture (AG) zoning – 2.18 ac

To Conditional Zoning – Single Family Residential- (CZ-SFR)

Conditions: See attached.

Location: 4909 Guilford College Rd.

Parcel ID#: Parcel #156695

Public Notice: Notice of Public Hearing mailed 7/7/2026

Tract Size: Total acreage of parcel is approximately 2.18 +/- acres

Topography: Relatively flat

Vegetation: Mature trees and shrubs bordering the property on all sides

TRC Review: TRC reviewed the proposed rezoning and concept plan on 03/26/2026. A detailed site plan review will be required prior to the issuance of any construction and Development Clearance Certificates (DCC)

SITE DATA

Existing Use: Residential lot (single-family home) with two outbuildings

Adjacent Uses:

Direction	Adj. Zoning	Adjacent Land Uses
North	SFR	Single Family Residential
South	CIV	Religious Assembly (Church)
East	SFR	Single Family Residential
West	SFR	Single Family Residential

Zoning History:

Case #	Date	Summary
	2009	Area was subject to town-wide rezoning as result of new LDO adoption

REQUESTED ZONING – Conditional Zoning –Civic (CZ-SFR)

LDO 8.3(I) – The Single-Family Residential District (SFR) provides for the completion of existing residential neighborhoods and the development of new residential neighborhoods in a pattern that encourages the wise use of land. Allowed building/lot types in the Single-Family District are detached house and civic building. Permitted uses are restricted to single family homes and their accessory uses, a limited number of related uses that serve the residential neighborhoods, and civic uses. Neighborhoods in this district are the dominant land use in Jamestown and are a major element in defining the character of the community.

Standards for the Single-Family Residential District ensure that new development maintains the character of the community. The Single-Family Residential District permits the completion and conformity of conventional residential subdivisions already existing or approved in sketch plan form by the Town of Jamestown prior to the effective date of these regulations. For new subdivisions, the Town encourages the clustering of development and protection of open space though the use of the Cluster Development Overlay District.

Conditions (Revised – Additions in bold):

1. Uses are limited to churches and any church-related accessory uses, and single family residence and residential accessory uses. **Outdoor organized activities associated with the church shall conclude no later that 9 p.m. This condition shall not apply to normal ingress and egress following indoor activities.**

2. A request for historic de-designation must be approved by Town Council separately.

3. A privacy fence (6 ft in height) shall be installed adjacent to the singe-family subdivision to the east, according to the concept plan.

4. **Any new parking area shall provide a Type D (5 ft) buffer along all property lines adjoining existing single family residential properties. Additionally, any new parking area shall also include a manually operated swing gate at each vehicular access point to allow the parking area to be secured when not in in use.**

5. Any additional built-upon area on the property must meet stormwater regulations per the Jamestown Land Development Ordinance.

6. The property must meet the additional development standards for Church, Synagogue, Place of Worship on Single Family Residential zoning district (LDO Section 10.1.-12). **This includes new light fixtures to be full cutoff and downward directed to prevent light trespass onto adjacent properties.**

Concept Plan: *Attached*

SPECIAL INFORMATION

Overlay Districts:	N/A
Environmental:	
Watershed:	Randleman Lake General Watershed Area (GWA)
Floodplains:	N/A
Streams:	N/A
Other:	Wiley Historic Landmark - Single Family Home and outbuildings are historically designated – Determined Eligible – Guilford County Historic Designation recommended approval of historic de-designation (02/2022)

Utilities: Public Water and Sanitary Sewer are not available.

Landscape Requirements: Landscaping requirements shall be per the TOJ Land Development Ordinance.

Tree Conservation Areas (TCA): Per LDO and to be reviewed by TRC. LDO requires three percent (3%) of lot area be preserved in a TCA. This amounts to 0.0654 +/- ac.

Open Space: Per LDO and to be reviewed by TRC. LDO Table 21.1: All other districts (5% of lot area). This amounts to 0.109 +/- ac.

Transportation:

Street Classification:	Guilford College Rd. - NCDOT
Site Access:	Guilford College Rd. - NCDOT
Traffic Counts:	Traffic Counts for W Main St. (2023) – 12500 AADT* (*Annual Average Daily Trips**)

Sidewalks:	Sidewalks are not available.
Transit:	No transit stops nearby.
Street Connectivity:	Guilford College Rd. will be the only access to the site, nearby access to US Hwy 29.
Other:	Potential interconnectivity/cross access to Harvest Church site to the south.

IMPACT ANALYSIS

Land Use Compatibility and Envision Jamestown Comprehensive Plan
The future land use map identifies these parcels future land use as "Suburban Residential":

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

Envision Jamestown Comprehensive Guiding Principles Applying To This Proposal

Guiding Principle #1: Jamestown will actively facilitate high-quality growth that is both compatible with the Town's traditional development pattern and innovative in how it meets the needs of our diverse and dynamic community.

- Ensure that infill development is compatible with its surroundings, from both a use and aesthetic perspective

CONFORMITY WITH OTHER PLANS
Town Plans: N/A
Other Plans: N/A

STAFF COMMENTARY:
The subject parcel is located on 4909 Guilford College Rd. The applicant wishes to rezone the parcel from AG to **CZ-SFR**. The primary reason for rezoning is to allow for the acquisition of the property by Harvest Church for an expansion of the church campus, to utilize the residence and structure for the church, and allow for construction additional parking.

The Technical Review committee met on 03/26/2026 to discuss the project. A technical/engineered set of plans is required to be reviewed by TRC prior to any site improvements. Any additional access to the property must also be planned and driveways must be inspected, accordingly. Town water and sewer are not available near the site.

Staff finds the proposed rezoning request consistent with the Envision Jamestown Comprehensive Plan (adopted 2021). The Future Land Use Map identifies the subject property within the Suburban Residential, which does accommodate civic uses, such as churches. Therefore, staff recommends that Town Council follow the "Motion Finding Proposed Amendment Consistent with Comp Plan" procedure outlined below. This will require two motions - one to consider the proposed zoning amendment and one to adopt the consistency statement.

PLANNING BOARD OPINION

The Planning Board initially heard Zoning Case #2026-01 at the May 11, 2026 Planning Board Hearing. A request to continue the hearing to the next regularly scheduled Planning Board meeting was made. The request was heard again on June 8, 2026, where the Board unanimously voted recommend denial of the request and the following consistency statement was used:

"I make a motion that the proposed zoning amendment **be rejected** based on the following:

1. The Planning Board finds that the proposed zoning amendment is consistent with the comprehensive plan because: ***the proposed institutional and residential-related uses align with the land use patterns and development vision contemplated for this area.***

AND/OR

2. *The proposed zoning amendment is not reasonable.* The Planning Board considers the proposed zoning amendment to be unreasonable because:

   A. The Board further finds that the proposed zoning amendment is unreasonable because: **the evidence presented during the public hearing indicates that existing development associated with the adjoining church property has resulted in ongoing concerns regarding storm water runoff and drainage impacts affecting neighboring residential properties.**

   B. The Board further finds that the proposed zoning amendment is unreasonable **because the proposed future use of the property has not been sufficiently defined to allow the Board to fully evaluate the scope, intensity, and impacts of the amendment on adjacent residential properties.**

AND/OR

3. The *proposed zoning amendment is against the public interest.* The Board considers the proposed zoning amendment to be against the public interest because:

   A. The Board further finds that the proposed zoning amendment is against the public interest because: ***because evidence was presented that existing church-related parking and activity generate noise impacts affecting neighboring residential properties, and the Board finds insufficient evidence demonstrating that future expansion of activities or parking facilities can be accommodated without fm1her adverse impacts to adjacent residents."***

WRITTEN RECOMMENDATION ADDRESSING COMPRENSIVE LAND USE PLAN CONSISTENCY:

GS 160D-604 and GS 160D-605 set forth specific requirements for governing board statements.

- Boards are not required to take action that is consistent with an adopted Land Development Plan (aka Comprehensive Plan or "Comp" Plan). They only need to consider what it says.
- The Council and Planning Board **must** adopt a statement that addresses plan consistency when considering zoning ordinance amendments.
- The adopted statement **may not be** something simple like "we find the request to be consistent/inconsistent with adopted policies". Rather, it must say **how/why** the Council feels as it does.
- The consistency statement must include some modest discussion and explanation about the Planning Board and Council's feelings on their actions. In other words, the statement should not be crafted beforehand by staff.
- The Council must make their statement conform to one of three forms:
  - A statement approving the proposed zoning amendment and describing its consistency with the plan;
  - A statement rejecting the proposed zoning amendment and describing its inconsistency with the plan; or
  - A statement approving the proposed amendment although inconsistent with the plan and why deemed appropriate. Adoption of a rezoning that is inconsistent with the plan automatically amends the plan.
- Each consistency statement must include an explanation of why the board deems the action to be reasonable and in the public interest.

All amendments must now follow this approach:

1) **Consideration of the proposed zoning amendment and public hearing.**
2) **Deliberation by the Board.**
3) **Motion to approve/deny the zoning amendment.**
4) **Motion on consistency/inconsistency with the Land Development Plan (Comp Plan).**

A sample format is provided on the following pages.

MOTION
FINDING PROPOSED AMENDENT CONSISTENT WITH COMP PLAN

I make a motion that the proposed zoning amendment **be approved** based on the following:

1. *The proposed zoning amendment **is consistent** with the adopted comprehensive plan of the Town of Jamestown.* The Town Council further finds that the proposed zoning amendment is consistent with the comprehensive plan because:_____.

AND

2. *The proposed zoning amendment is reasonable.* Town Council considers the proposed zoning amendment to be reasonable because:

   A. The report of the Town staff finding the proposed zoning amendment to be reasonable is adopted by reference.

   B. The Town Council further finds that the proposed zoning amendment is reasonable because:_____.

AND

3. The *proposed zoning amendment is in the public interest.* The Town Council considers the proposed zoning amendment to be in the public interest because:

   A. The report of the Town staff finding the proposed zoning amendment to be in the public interest is adopted by reference.

   B. The Town Council further finds that the proposed zoning amendment is in the public interest because:_____.

[Call for second etc .]

MOTION
FINDING PROPOSED AMENDENT INCONSISTENT WITH COMP PLAN

I make a motion that the proposed zoning amendment **be rejected** based on the following:

1. *The proposed zoning amendment **is not consistent** with the adopted comprehensive plan of the Town of Jamestown*. The Town Council finds that the proposed zoning amendment is inconsistent with the comprehensive plan because:_____.

AND/OR

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

   A. The Town Council further finds that the proposed zoning amendment is unreasonable because:_____.

AND/OR

3. The *proposed zoning amendment is in the public interest.* The Town Council considers the proposed zoning amendment to be against the public interest because:

   A. The Town Council further finds that the proposed zoning amendment is against the public interest because:_____.

[Call for second etc .]

MOTION
TO APPROVE
ZONING AMENDMENT
(EVEN IF INCONSISTENT WITH COMP PLAN)

I make a motion that the proposed zoning amendment **be approved** based on the following:

1. *Even though the proposed zoning amendment **is inconsistent** with the adopted comprehensive plan of the Town of Jamestown, a change in conditions in meeting the development needs of the community has occurred since plan adoption.* These changes include: _____.
Furthermore, Town Council finds that the proposed zoning amendment meets the development needs of the community because:_____

AND

2. *The proposed zoning amendment is reasonable.* The Town Council considers the proposed zoning amendment to be reasonable because:

   A. The report of the Town staff finding the proposed zoning amendment to be reasonable is adopted by reference.

   B. The Town Council further finds that the proposed zoning amendment is reasonable because:_____.

AND

3. The *proposed zoning amendment is in the public interest.* The Town Council considers the proposed zoning amendment to be in the public interest because:

   A. The report of the Town staff finding the proposed zoning amendment to be in the public interest is adopted by reference.

   B. The Town Council further finds that the proposed zoning amendment is in the public interest because:_____.

AND

4. By approving this motion, the Town Council also hereby amends the Town of Jamestown Land Development Plan (comprehensive plan) to reflect the approved zoning amendment.

[Call for second etc .]

Zoning Staff Report prepared for the Town of Jamestown Planning Department by José Colón Rivera, AICP, CZO and Gordon Holton.

DRAFT

Planning Board Regular Meeting
June 8, 2026
6:00 pm in the Civic Center
Minutes & General Account

Planning Board Members Present: Chair Hope Inge, Darlene Fete, Robert Garland, & Sherrie Richmond, Eddie Oakley (Alt.), Robert Coon (ETJ), Donald Dale (ETJ), & Peggy Levi (ETJ)

Planning Board Members Absent: Vice Chair John Capes & Brant Gomez

Council Member Representative: Council Member Glanville was absent

Staff Members Present: Matthew Johnson, Katie M. Weiner, José Colón, Gordon Holton, & Jim Lanik, Planning Board Attorney

Visitors Present: Joe Coyne, Missy Coyne, Hannah Coyne, Judy Neal, Leon Barson, George McCowan, Keith French, Lynette French, Joseph Coyne, Debbie Marlowe, Christina Guerrero, Carlos Guerrero, Joe Kelly, Paula Kelly, Sarah Burns, Daniel Burns, Lee Richmond, Marie Busfield, David Busfield, Glen Laivins, James Williford, Carol Williford, Jeffrey Shipman, Mark Dalrymple, Sara Dalrymple, Randy Shealey & Rene Shealey

Call to Order: Chair Inge called the meeting to order.

Roll Call: Weiner took roll call as follows:

Sherri Richmond (ETJ)	present
Donald Dale (ETJ)	present
Darlene Fete	present
John Capes	absent
Hope Inge	present
Robert Garland	present
Eddie Oakley (Alt.)	present
Brant Gomez	absent
Peggy Levi (ETJ)	present
Robert Coon (ETJ)	present
Council Member Glanville	absent

Weiner stated a quorum was present.

Approval of minutes from May 11, 2026, regular meeting – Coon made a motion to approve the minutes from the May 11, 2026, meeting. Richmond made a second to the motion. The motion passed by a unanimous vote.

Public Hearing – Mr. José Colón provided an update for the rezoning request for 4909 Guilford College Road- (Parcel #156695) - 2.18 acres +/- from Agriculture (AG) to Conditional Zoning-Single Family Residential (CZ-SFR)

DRAFT

Mr. Colón stated that the permitted uses remain limited to churches and related accessory uses plus single-family residential, and that historical de-designation still requires separate Town Council approval. He highlighted the new conditions which include:

1) A privacy fence (6 ft in height) shall be installed adjacent to the single-family subdivision to the east, according to the concept plan.
2) Any additional built-upon area on the property must meet stormwater regulations per the Jamestown Land Development Ordinance (LDO).
3) The property must meet the additional development standards for Church, Synagogue, Place of Worship on Single Family Residential zoning district (LDO Section 10.1.-12). Some of these additional development standards for places of worship in single-family districts include shielded exterior lighting, limits on accessory uses and signage, and submission of a comprehensive site plan.

Richmond asked why stormwater standards were not applied before now. Colón answered he is not sure about the past, but any future development must meet those standards.

Pastor Coyne stated that Harvest Church has followed all required permitting and stormwater regulations with Jamestown and Guilford County to date, and they obtained proper approvals and occupancy.

After the prior Planning Board meeting, Harvest Church held a community meeting on May 28th at Harvest Church with about 17 neighborhood residents and 20 church members to share what the church does for the community, explain intended uses for the Wiley House, and listen to concerns, especially about drainage and stormwater.

In response to complaints about car lights and privacy, he says they are willing to install fencing around the property and adjust or shield parking lot lights to reduce light spill into nearby yards.

Regarding drainage, he hired civil engineer Jeremy McCall, a Stormwater Specialist, to conduct an independent analysis. The engineer met with affected residents, walked their properties, and later provided a sealed professional report concluding, based on site data, elevations, drainage patterns, and stormwater analysis, that the existing conditions were not caused in the way some neighbors believed. Coyne emphasizes that the engineer was not hired to "favor" the church but to give an objective assessment, and that the engineer is willing to share plans and CAD drawings with any independent engineer hired by the neighbors to help identify solutions.

He stated that the intended use of the house is for church offices and small group ministries (such as men's, women's, single's, business, homeschool, special needs parents, and support groups) rather than any residential addiction recovery home, which he states the church does not operate and does not plan to operate on its properties. He clarifies that a specific white car on the back of the property is associated with a church member who previously went through a Teen Challenge residential program, but that full-time recovery care occurs off-site with partner organizations, not on church property.

He described security measures already in place at the church (cameras, regular presence of sheriff and police officers, security at every event) and offered to have a designated point person for neighbors to contact if they see loitering or unusual activity.

Coyne expressed disappointment that, despite the meeting and offers of concessions (fencing, lighting adjustments, willingness to be part of a stormwater solution), some neighbors stated they simply did not want the church to have the property at all. He nonetheless reiterates that Harvest Church wants to be a better neighbor going forward, remains open to further communication, and is committed to transparency and collaboration while pursuing the rezoning.

Chair Inge opened the public hearing to anyone that would like to speak about the proposed rezoning request.

- Debbie Marlowe, stated that the neighborhood remains strongly opposed to anything but single-family residential use because they still have serious water runoff problems that she believes is caused by the church raising and backfilling the land behind their yards. She disputed the engineer's conclusion about water flowing from Grandover, citing her photos and Google Earth images to argue that the pasture was originally lower, and that rock and cement were later added to elevate the parking lot.

- Paula Kelly, explains that her property will be heavily affected because her entire backyard and side yard border the church, and her well sits only about 22 feet from the property line. She is very concerned that construction of a new parking lot and use of heavy equipment could damage or contaminate the well and underlying aquifer shared by neighbors. She also raised worries about increased noise, car lights, trash, safety, and what she sees as inconsistent statements from the pastor and an unprofessional stormwater inspection by the church's engineer.

- Sarah Burns, read a letter on behalf of her neighbor, Donna. It said neighbors still do not feel reassured about the rezoning because Pastor Coyne has described several different, shifting potential uses for the house. She is particularly opposed to any rehab residents or meetings due to perceived safety risks. She emphasized that her property already takes on excess water despite existing storm drains, and she fears a parking lot would worsen runoff directly over her well. She stated the church has other land it could develop, questioning why it needs to take away this remaining green buffer next to their homes

- Daniel Barnes, stated his main concern is the vagueness and constant shifting of the church's plans for the property. He also feels the church's recent outreach and claims of wanting to be a good neighbor are opportunistic, appearing only once the rezoning was sought after decades of limited engagement.

- James Wilford, is worried about privacy, safety, finances, and potential loss of property value, noting that his home is only about ten feet from the back of 4909 and that even with an existing six-foot fence, they can still clearly see and hear activity. The area was a quiet horse pasture when they moved in 30 years ago and says the church's alarms and activities already disturb the peace. He views this as a large, growing church trying to extend parking and multi-use facilities into the neighborhood. He asked whether others would want that directly in their own backyard.

- Jeffrey Shipman, stated that the neighbors do not dislike the pastor or the church and they are a loving community simply trying to protect their homes. He spoke about flooding problems from the elevated church property and runoff into their yards. He urged the

pastor not to be angry with the neighbors but to talk with them directly, as he believes open conversation would show they are reasonable and caring.

Chair Inge asked if anyone else would like to speak regarding the proposed rezoning. Nobody came forward.

Chair Inge opened the floor to the Planning Board for discussion.

Richmond stated that despite receiving information about Harvest Church's ministries, she remains concerned because the proposed uses for the house have not been clearly or consistently defined, raising worries about who might be staying there and what activities would occur. She noted conflicting accounts about drainage, and expressed ongoing concerns about potential light, noise, and quality-of-life impacts on nearby residents and highlighted the Envision Jamestown's guiding principle of protecting neighborhood livability and preventing nuisances in residential areas.

Garland thanked the church for inviting extensive community input and stated that while the rezoning could arguably be interpreted as consistent with the Comprehensive Plan, the Board must also decide if it is reasonable and, in the public's best interest. Based on substantial resident feedback and remaining unknowns about impacts—especially to wells, aquifers, drainage, and neighborhood conditions—he sees valid reasons for concern. After visiting the site, he acknowledged some noise is expected next to a church but feels the proposed range of uses is still too broad and would like clearer definition before supporting the request.

Fete agrees with Richmond and Garland's concerns.

Levi added that if a proposed improvement benefits one neighbor but causes real harm to another especially with respect to water, then it is problematic. She added once water resources are contaminated, resolving the damage would be extremely difficult.

Garland made a motion to recommend that Council deny the rezoning request for 4909 Guilford College Road from Agriculture (AG) to Conditional Zoning-Single Family Residential (CZ-SFR). Oakley made a second to the motion.

Roll Call: Weiner took roll call as follows:

Sherri Richmond (ETJ)	Aye
Donald Dale (ETJ)	Aye
Darlene Fete	Aye
Robert Garland	Aye
Eddie Oakley (Alt.)	Aye
Peggy Levi (ETJ)	Aye
Robert Coon (ETJ)	Aye

The motion passed by a unanimous vote.

Garland made a motion that the proposed zoning amendment be rejected based on the following:

1. The proposed zoning amendment is consistent with the adopted Comprehensive Plan of the Town of Jamestown. The Board finds that the proposed zoning amendment is

generally consistent with the Comprehensive Plan because the proposed institutional and residential-related uses align with the land use patterns and development vision contemplated for this area.

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

A. The Board further finds that the proposed zoning amendment is unreasonable because evidence presented during the public hearing indicates that existing development associated with the adjoining church property has resulted in ongoing concerns regarding stormwater runoff and drainage impacts affecting neighboring residential properties.

B. The Board further finds that the proposed zoning amendment is unreasonable because the proposed future use of the property has not been sufficiently defined to allow the Board to fully evaluate the scope, intensity, and impacts of the amendment on adjacent residential properties.

3. The proposed zoning amendment is against the public interest. The Board considers the proposed zoning amendment to be against the public interest because:

A. The Board further finds that the proposed zoning amendment is against the public interest because evidence was presented that existing church-related parking and activity generate noise impacts affecting neighboring residential properties, and the Board finds insufficient evidence demonstrating that future expansion of activities or parking facilities can be accommodated without further adverse impacts to adjacent residents.

Levi made a second to the motion. The motion passed by a unanimous vote.

Public Comment Period – No one signed up to speak.

Other Business- Colón stated that the Board of Adjustment would consider a variance request in the coming weeks. He added that the Board will also review an ordinance amendment updating the Town's flood damage prevention regulations to meet new state and federal compliance requirements at the July 13th Planning Board meeting.

Adjournment- Coon made a motion to adjourn. Garland made a second to the motion. The motion passed by a unanimous vote.

The meeting ended at 6:45 pm.

Town of Jamestown, North Carolina
Department of Planning

Application for Zoning Amendment

The following items must be submitted with this form before the application may be processed.
Please bring the following items with you when submitting your application form:

1. Copy of survey plat(s) and/or deed(s) or map to the parcel(s) requested for rezoning.
2. Completed *Adjoining Property Owner(s) List* form.
3. Completed *Project Questionnaire* included on page three of the application.
4. A site plan/development plan outlining features of the proposed use of the property (if new construction is proposed). The following items should be included on the plan:
   - Title, preparer, and date of plan
   - Property lines and dimensions
   - Easements affecting the property
   - Physical features such as flood plains
   - Setbacks, dimensions, floor area, and height of all existing and proposed buildings
   - Dimensions and locations of existing and proposed roads, driveways, entrances/exits, and parking areas (please label number of parking spaces on plan)
   - Location and description of site features such as landscaping, lighting, and signage (if proposed).

Additional Notes:

- Following approval of the rezoning application, your project may require additional permits. Please contact the Planning Department to discuss permits that may be required for the construction of your project at (336) 454-1138.
- By signing this form, you are granting permission for members of the staff or any appointed or elected board the right to access your property, including but not limited to the use of unmanned aerial systems to overfly your property.
- You (or a designated representative) are strongly encouraged to attend all public hearings for your project. Failure to appear may result in the delay of the application.

Applicant Information

Applicant Name: Harvest World Outreach Church

4915 Guilford College Road		Greensboro, NC 27407
Street Address or P.O. Box		City/State/Zip Code
336-885-0587	336-908-2456	pjc@hwoc.org
Home/Work Phone Number	Mobile Number	Email

Is the applicant the owner of the parcel(s) to be rezoned? Yes ✓No

Owner Information

Owner Name: Glen A. Laivins & Connie L. Laivins

4909 Guilford College Rd	Greensboro, NC 27407	
Street Address or P.O. Box		City/State/Zip Code
	614-496-4955	Glaivins@icloud.com
Home/Work Phone Number	Mobile Number	Email

Applicant and Owner Certification and Signature

(If Applicant and Owner are different individuals, both must sign. If Applicant and Owner are the same, please sign as Owner.)

Applicant Signature: _____ Date: 4/28/26

I, THE UNDERSIGNED, AM AN OWNER OF THE ABOVE-DESCRIBED PARCEL(S) AND CERTIFY I AM LEGALLY AUTHORIZED TO MAKE THIS APPLICATION FOR REZONING, HAVING THE PERMISSION OF ALL OTHER OWNERS (IF ANY).

Owner Signature: _____ Date: 4/28/26

NOTARY STATEMENT:

State of North Carolina County of Guilford. to wit: (SEAL)

I, Luzmila Chavez a notary public in and for the state and county aforesaid, do hereby certify that Glen A. Laivins & Connie L. Laivins whose name(s) is (are) signed to the foregoing statement, personally appeared before me in my state and county and acknowledged the same 28

My commission expires August 28, 2026

Given under my hand this 28th Day of April 2026

Notary Signature _____ Printed Name of Notary: Luzmila Chavez

LUZMILA CHAVEZ NOTARY PUBLIC GUILFORD COUNTY, NC My Commission Expires August 28, 2026

1

Permit Information

Owner Requests Rezoning of the Following Parcel(s):

Parcel #1: 0156695 (Tax Map ID) Parcel Size: 2.18 (Acres/Square Ft) 4909 Guilford College Rd., Greensboro, NC 27407 (Street Address)

Current Parcel Zoning: AG Request to Rezone to: CZ-SFR

Current Parcel Use: Agricultural Commercial Industrial ✓Residential Vacant/Unused

Owner Requests Rezoning of the Following Parcel(s):

Parcel #2: _____ (Tax Map ID) Parcel Size: _____ (Acres/Square Ft) _____ (Street Address)

Current Parcel Zoning: _____ Request to Rezone to: _____

Current Parcel Use: Agricultural Commercial Industrial Residential Vacant/Unused

Owner Requests Rezoning of the Following Parcel(s):

Parcel #3: _____ (Tax Map ID) Parcel Size: _____ (Acres/Square Ft) _____ (Street Address)

Current Parcel Zoning: _____ Request to Rezone to: _____

Current Parcel Use: Agricultural Commercial Industrial Residential Vacant/Unused

If you are requesting a Zoning Text Amendment, please provide proposed new language or uses below. Add additional sheets if necessary.

Adjoining Property Owner(s)

Please list ALL property owner(s) and street address(es) of parcel(s) immediately adjoining AND directly across street(s), road(s), and highway(s) from parcel(s) requested for rezoning.		Tax Map Numbers
Harvest World Outreach Church	4915 Guilford College Rd., Greensboro, NC 27407	0156702
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
William L. Dameron & Alice Dameron Living Trust	4905 Guilford College Rd., Greensboro, NC 27407	0156699
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Joseph & Jean Kelly	4908 Kacia Ct., Greensboro, NC 27407	0157007
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
James R. & Carol Williford	4906 Kacia Ct., Greensboro, NC 27407	0157006
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Kenneth & Brandy Stafford	4904 Kacia Ct., Greensboro, NC 27407	0157005
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	

Project Questionnaire

Rezoning requests involve analysis by Town staff, Planning Board, and Town Council members. The information provided below will help staff members review the application for compliance with town regulations. The questionnaire will also serve as an introduction to the Planning Board, as a copy of the application will be included in information delivered to each member prior to the meeting date. Please use additional sheets and attach photographs if necessary.

Why are you requesting this rezoning? The rezoning is requested to allow for the expansion of an existing church and religious institutional use adjacent to the subject property. The proposed rezoning will permit church-related and community-serving religious activities that are consistent with nearby land uses and support the continued growth and outreach of an established religious institution. This request represents a logical and compatible extension of an existing institutional use and does not introduce a new or unrelated land use to the area.

Please provide a description of the site before and after development (if construction is proposed).
Before Development: the approximately 2.18-acre property is currently zoned Agricultural (AG), and remains largely undeveloped, located adjacent to an existing church within a predominantly residential area; Following rezoning, the property will accommodate the expansion of church and related religious uses in a manner that is compatible with the surrounding neighborhoon and compliant with all applicable setbacks, buffering, and building requirements.

Please describe the operation proposed including number of employees and hours of operation, if applicable.
The proposed use with funcion as part of an existing church operation. Activities will include worship services, ministry programs, and community outreach events. Staffing will be minimal consistent with church operations.

Please describe how the properties around your site are used (residential, churches, business, schools) and how the proposed project may impact the surrounding area (e.g. noise, traffic, light, impact on environmental or other unique features).
Surrounding properties are predominantly residential, with nearby churches and other community-serving institutional uses. The proposed church use is compatible with the surrounding area. Traffic associated with church activities is generally limited to specific days and times and is not expected to significantly alter existing traffic patterns.

Please describe potential impacts on public facilities and infrastructure such as the water/wastewater system, public schools, and roads.
The proposed rezoning and use are not expected to create significant impacts on public facilities or infrastructure. Church-related activities typically generate limited demand on water and wastewater systems and do not impact public schools. Traffic impacts on local roads are expected to be minimal, intermittent, and limited to scheduled

Will your project require a permit from other licensing agencies (e.g. NCDENR, NC Department of Transportation, US Army Corps of Engineers, etc). Yes No If yes, please explain.
No - At this time, no additional permits from outside licensing agencies are anticipated beyond standard local approvals. If future development activities require review or permitting by state or federal agencies, the applicant will comply fully with all applicable requirements.

For Town Use Only

Date Application Received: 4/5/26 - Application of RZ 26-01

Town of Jamestown, North Carolina
301 E. Main St.
Jamestown, NC 27282
(336) 454-1138

Concept Plan – 2026-01- 4909 Guilford College Rd- Harvest Church Expansion



Proposed Conditions – 2026-01- 4909 Guilford College Rd- Harvest Church Expansion (Updated Conditions- for August 18 Hearing)

1) Uses are limited to churches and any church-related accessory uses, and single family residence and residential accessory uses. Outdoor organized activities associated with the church shall conclude no later that 9 p.m. This condition shall not apply to normal ingress and egress following indoor activities.

2) A request for historic de-designation must be approved by Town Council separately.

3) A privacy fence (6 ft in height) shall be installed adjacent to the singe-family subdivision to the east, according to the concept plan.

4) Any new parking area shall provide a Type D (5 ft) buffer along all property lines adjoining existing single family residential properties. Additionally, any new parking area shall also include a manually operated swing gate at each vehicular access point to allow the parking area to be secured when not in in use.

5) Any additional built-upon area on the property must meet stormwater regulations per the Jamestown Land Development Ordinance.

6) The property must meet the additional development standards for Church, Synagogue, Place of Worship on Single Family Residential zoning district (LDO Section 10.1.-12). This includes new light fixtures to be full cutoff and downward directed to prevent light trespass onto adjacent properties.

HARVEST CHURCH

Dear Neighbor,
Harvest Church would like to personally invite you to a **neighborhood community meeting** regarding our proposed rezoning request for the property at 4909 Guilford College Road. (Any questions? Please call or email Pastor Joe Coyne (336.908.2456, pjc@hwoc.org).

Meeting Date: May 25, 2026, 6:00 PM at Harvest Church (4915 Guilford College Road)

Thank you for taking the time to meet with us. We know this conversation matters, and we do not take your concerns lightly. Our desire is not simply to present information, but to listen, learn, and begin building relationships with you.

We recognize there are real concerns regarding the history of this property, current and future water and drainage issues, future land use, and how any changes may affect the neighborhood.

We also recognize that trust is built over time through clear communication, consistent follow-through, and respect. Our heart is to make up for lost time, listen carefully, and better understand what you need and expect from us as your neighboring church.

The following topics will be discussed:

- **Who we are & some of what we are doing: (SEE #1 list of Community, Regional & Worldwide outreaches)**
- **Past property water issues:** (Civil Engineer present)
- **Rezoning intended uses for the house, buildings, and barn: (SEE #2 list of intended uses below)**
- **Ideas from the neighborhood:** (Hours of use, a neighborhood point person, etc.)
- **How can we be a good neighbor moving forward?**
- **Our Heart Behind This Request** - This request is about creating space to serve people, strengthen families, support youth, mentor leaders & responsibly prepare for future ministry needs.

#1 – Who We Are and Some of What We Are Doing: Harvest Church – A multi-generational, multi-cultural church in the Triad helping people love God, love people, live with purpose, & grow through reaching, connecting, growing, and serving.

Community Outreaches and Partnerships:

Salvation Army – *We support the Salvation Army in its mission to preach the gospel of Jesus Christ and meet practical human needs with compassion and dignity.*

Greensboro Urban Ministry – *We partner with Greensboro Urban Ministry as they express God's love by providing food, shelter, and supportive services to individuals and families experiencing hardship in the Greensboro community.*

Church Under the Bridge – *We serve meals for the homeless community downtown, while also helping provide a worship service with praise, the Word, prayer, and personal encouragement—literally gathering for church "under the bridge."*

Leslie's House – *We prepare and serve meals, share fellowship, and encourage the women of Leslie's House, a safe and nurturing home that provides beds, meals, clothing, case management, life-skills classes, and hope.*

Open Door Ministries – *We support Open Door Ministries in its work to serve, empower, and minister to individuals and families facing hunger and homelessness through advocacy, education, housing, and practical care.*

Teacher Appreciation – *We serve and encourage the teachers and staff of Jamestown Middle School, Jamestown Elementary, and Ragsdale High School as a way of saying, "We are here in the community, and we are grateful for all you do for our children."*

Ragsdale YMCA Kids' Soccer Tournaments – *We serve families in our community by providing pizza, snacks, drinks, and a welcoming presence during children's soccer tournaments at the Ragsdale YMCA.*

Ragsdale High School Football – *Our Brave Men ministry encourages the Ragsdale High School football team with a weekly word of encouragement during practice, provides pregame meals, and offers support throughout the school year.*

Jail & Prison Ministry – *We serve snacks and minister the Word of God with a heart to see lives restored, families reunited, and people affected by crime and incarceration experience hope, healing, and lasting change.*

Atrium Health – *We provide snacks and drinks as a simple act of refreshment and care for families and friends spending time at the hospital with loved ones.*

Tabitha's House *– Harvest Church partners with Tabitha's House by preparing and serving meals, sharing fellowship with the women, and supporting their Christ-centered residential discipleship program that helps women overcome addiction, destructive life patterns, and rebuild their lives with dignity, freedom, and purpose.*

Teen Challenge *– We serve meals and share fellowship with the men of Teen Challenge, supporting their long-term Christ-centered recovery program that includes biblical studies, work projects, education, recreation, and life transformation.*

The Father's Storehouse Ministries *– We regularly share and minister the Word while supporting a ministry that helps meet the needs of individuals and families with little or no income by providing clothing, shoes, household items, linens, cleaning supplies, hygiene products, haircuts, and seasonal support during back-to-school, Thanksgiving, and Christmas.*

U.S. Regional Responsibilities: Rhema Ministerial Association International (North Carolina, South Carolina, & Georgia)

Our Worldwide Partnerships:

Kenneth Hagin Ministries: International RBTC
Students Enrolled Worldwide: 25,225
International Campuses: 325 (268 in operation), Nations with at least One Campus: 55
Churches: (US & International) pastored by RBTC graduates: 3,549
Graduates Worldwide: 136,179

Club1040 *– A relational missionary movement reaching unreached people groups in the 10/40 Window, especially across the Middle East and North Africa.*

LeSEA Global Feed The Hungry *– A Christian humanitarian ministry feeding the hungry, empowering local churches, and sharing the hope of Jesus worldwide.*

Feed the Children *– A global hunger-relief organization providing food, essentials, and opportunities so children and families can survive and thrive.*

Jewish Voice Ministries *– A Messianic ministry proclaiming the Gospel to Jewish people, strengthening Messianic Jewish community, and engaging the Church concerning Israel.*

A21 *– A global anti-trafficking organization working to abolish human trafficking through prevention, protection, restoration, and survivor support.*

Joyce Meyer Ministries *– A global Bible-teaching and missions ministry sharing Christ, loving people, and helping those in need through practical outreach.*

Tony Cooke Ministries *– A ministry dedicated to strengthening churches and leaders through teaching, resources, seminars, and leadership development.*

Grunewald Ministries *– A missions organization training leaders, planting Bible schools, translating books, and helping send believers into Europe, Africa, and the Middle East.*

#2 - Intended House Uses - The home would serve as a ministry support and community care space.

- Counseling and pastoral care
- Harvest support groups and various small groups
- Leadership meetings and ministry training
- Church offices, volunteer coordination, and internship development
- Podcast/media room
- Temporary guest housing for visiting ministers or missionaries
- These uses are ministry-focused, not commercial.

Intended Land Uses

- Additional parking, Pavilion and fellowship space, outdoor youth activities and games
- Vacation Bible School and family events, Thoughtful future ministry growth

Intended Accessory Buildings - Future buildings would primarily support church operations:

- Storage for tables, chairs, staging, and seasonal materials
- Maintenance equipment and supplies, Food pantry and outreach storage

Harvest Church Community Meeting Summary

Board members, at our last meeting you recommended that we hold a community meeting. The meeting was held on May 28th at Harvest Church at 4915 Guilford College Rd, Greensboro, NC.

We had about 15 attendees from the neighbourhood and about 20 Harvest Church members.

The following items were discussed:

- Car lights from existing parking lot shining at their residences and cars being in parking lot late at night.
- Existing drainage issues at 4905, 4907, 4909, 4908, 4902 Kacia Ct.
- Residents concern of more drainage issues with any proposed development.
- Concerns about not having a landscape buffer between new development and existing residential properties.
- Concerns of "Transient People" staying in house if rezoned.
- Engineer visited with 4905, 4907, 4909, 4908, 4902 Kacia Ct. residents and has provided an Engineer's Findings Report. The engineer's finding report has been provided.

Based on the community meeting discussions, the church is willing to implement the following remediation items by Harvest Church on the existing church property:

- Light shields on existing streetlights.
- *Uses are limited to churches and any church-related accessory uses, and single family residence and residential accessory uses.*
- *A request for historic de-designation must be approved by Town Council separately.*
- *A privacy fence (6 ft in height) shall be installed adjacent to the singe-family subdivision to the east, according to the concept plan.*
- *Any additional built-upon area on the property must meet stormwater regulations per the Jamestown Land Development Ordinance.*
- *The property must meet the additional development standards for Church, Synagogue, Place of Worship on Single Family Residential zoning district (LDO Section 10.1.-12).*

We understand the concerns that have been raised about drainage and water flow in the area. To help address these concerns, a licensed Civil Engineer completed a stormwater study, which is available for review. We want to ensure that all decisions are guided by accurate information, careful analysis, and expert input.

The study shows that the construction of the church and parking area has actually reduced the amount of water draining toward adjacent properties by approximately 76%. Based on the engineer's findings, the existing drainage issues were not caused by the development of the church property.

DRAINAGE ISSUES FINDINGS REPORT

Harvest Church

4915 Guilford College Rd,
Greensboro, NC
MEG Project # 250043

Client:

Harvest Church

Written By:



June 2026

Background

This study was completed to determine if stormwater runoff was causing drainage issues to the adjacent property owners to the north on Kacia Ct. The property is a 6.97-acre site that includes the church building, parking lot and wet detention basin. Prior to 2004, the site was an existing pasture with 2.81 acres draining to the north towards Grandover Parkway. Harvest Church was originally constructed in 2004-2005. In 2015, the original parking lot was expanded to the north. All impervious areas from the site drain to the wet detention basin as required by the Guilford County Watershed Ordinance.

It should be noted that Kacia Ct is lower than Grandover Pkwy and some of the lots along Kacia Ct are lower than the ditches along Kacia Ct.

Findings

McCall Engineering Group (MEG) visited the site and met with property owners at 4905, 4909, 4908, & 4906 Kacia Ct. It was found that all impervious area on the 6.97-acre site drains as shown on the approved Jamestown Engineering Plan dated May 5th, 2014.

MEG met with residents at the above-mentioned addressed to evaluate drainage issues. It was found that a swale at the rear of 4909 Kacia Ct. had been installed to direct the natural flow of water around the septic field. This is typically required by the County Environmental health department when septic lines are replaced. It was found that the swale directs a portion of the flow to the east edge of the property and a portion of the flow to the west edge of the property. On the east side of the property the swale has settled, and ponding of water and a large wet area is occurring. On the west side of the property the swale is concentrating flow around the house and across the driveway and front yard of 4907 Kacia Ct.

MEG located topographical information for the property prior to 2004 and before the church was constructed. A total of 2.81 acres of pasture was draining to 4909 Kacia Ct. prior to 2004. See attached map in Appendix A-1. MEG also located the topographical information for the approved parking lot expansion plans date May 5th, 2014. These plans show 0.68 acres of lawn and woods draining to 4909 Kacia Ct. See attached map in Appendix A-1.

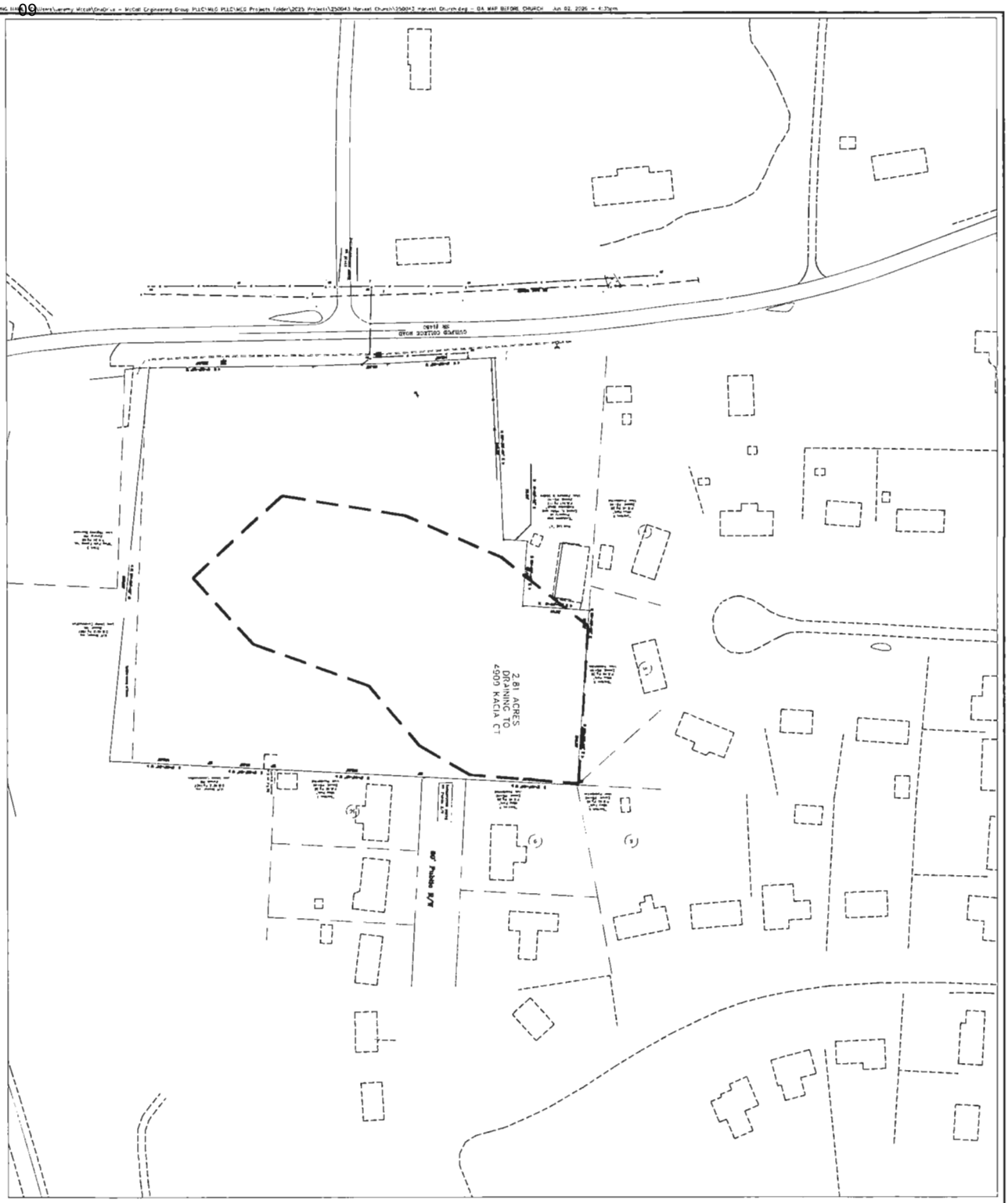
Conclusion

Based on the site visit and topographical information found, the construction of Harvest Church in 2004 and the additional parking in 2015 has reduced the area that is flowing to 4909 Kacia Ct. by 76%. The issues found at 4905, 4909, 4908, & 4906 Kacia Ct. are caused by the installation of a swale and settlement of the swale.

Topographic Maps A-1

Pre-Parking Lot Expansion Drainage Map
Post-Parking Lot Expansion Drainage Map

DRAWING: H:\Users\Jeremy Mccall\OneDrive - McCall Engineering Group PLLC\MLG PLLC\MLG Projects Folder\2025 Projects\250043 Harvest Church\250043 Harvest Church.dwg - DA MAP BEFORE CHURCH Jan 02, 2026 - 4:37pm

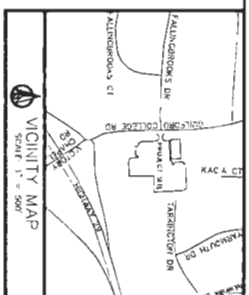


North

SCALE: 1" = 50'

OWNER
HARVEST WORLD OUTREACH CHURCH
4915 GUILFORD COLLEGE RD.
GREENSBORO, NC 27407
PROPERTY ADDRESS
4915 GUILFORD COLLEGE RD

VICINITY MAP
SCALE: 1" = 500'



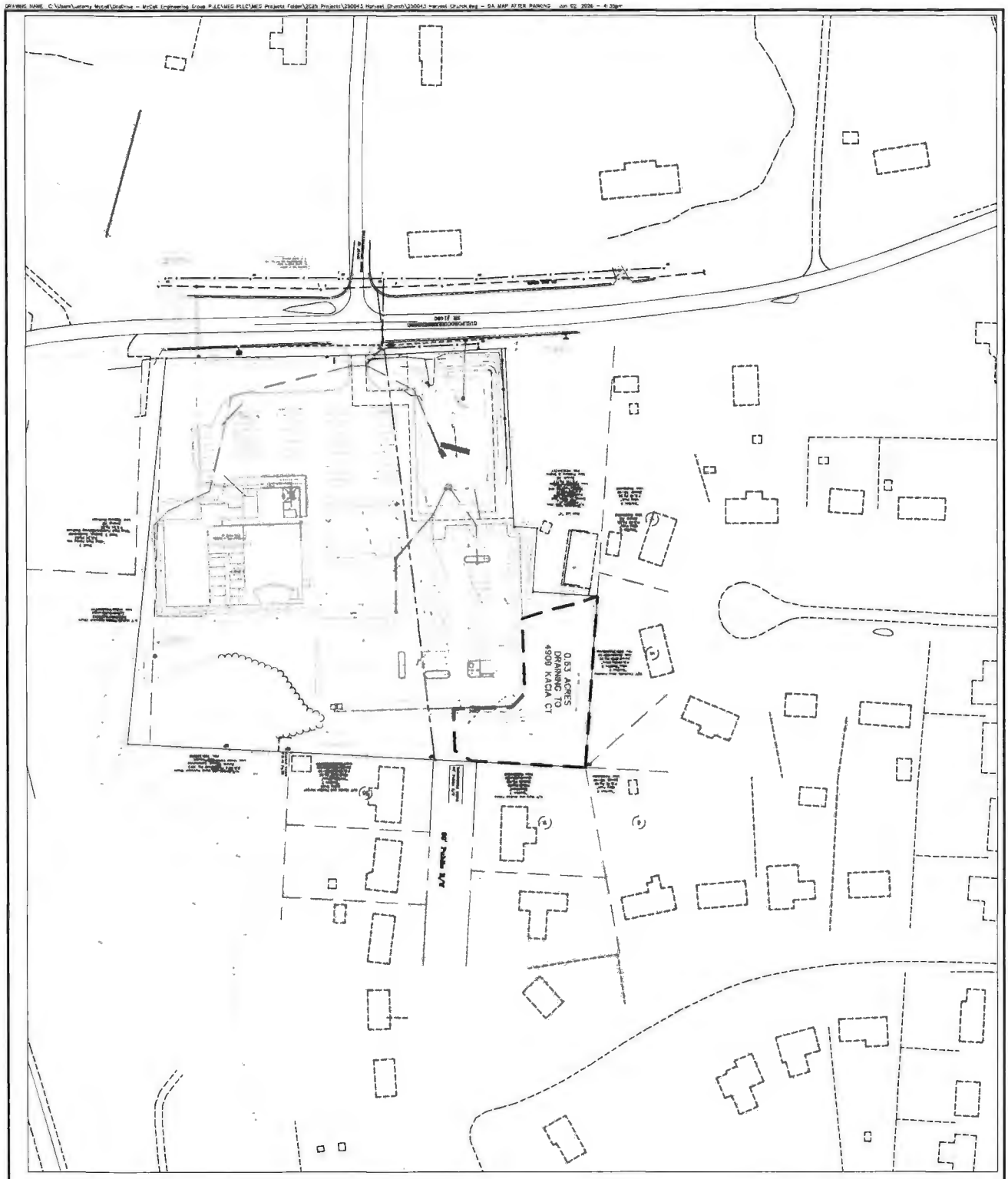
HARVEST CHURCH
DA MAP-BEFORE CHURCH CONSTRUCTION
TOWN OF JAMESTOWN
GUILFORD COUNTY, NORTH CAROLINA

SHEET NO: DM-1

RE	DATE	DESCRIPTION	BY
1			
2			
3			
4			
5			
6			

PROJECT	2500-3
DATE	01/2026
DESIGNED	JLH
DRAWN	CTL
CHECKED	JLH
SCALE	AS NOTED
SUP. EXED	11.2

MCCALL ENGINEERING GROUP, PLLC
FIRM LIC. #P-2872
5867 GROOMETOWN ROAD
HIGH POINT, NC 27263
(336) 879-0940
JEREMYLMCCALLPE@GMAIL.COM



DM-2	HARVEST CHURCH DA MAP-AFTER PARKING LOT TOWN OF JAMESTOWN GUILFORD COUNTY, NORTH CAROLINA	NO.	DATE	DESCRIPTION	BY	PROJECT 2500-3 DATE 6/1/2026 DESIGNED JLM DRAWN CTL CHECKED JLM SCALE AS NOTED SUPERVISED NC

MCCALL ENGINEERING GROUP, PLLC
FIRM LIC. #P-2872
5867 GROOMETOWN ROAD
HIGH POINT, NC 27263
(336) 870-0960
JEREMYLMCCALLPE@GMAIL.COM

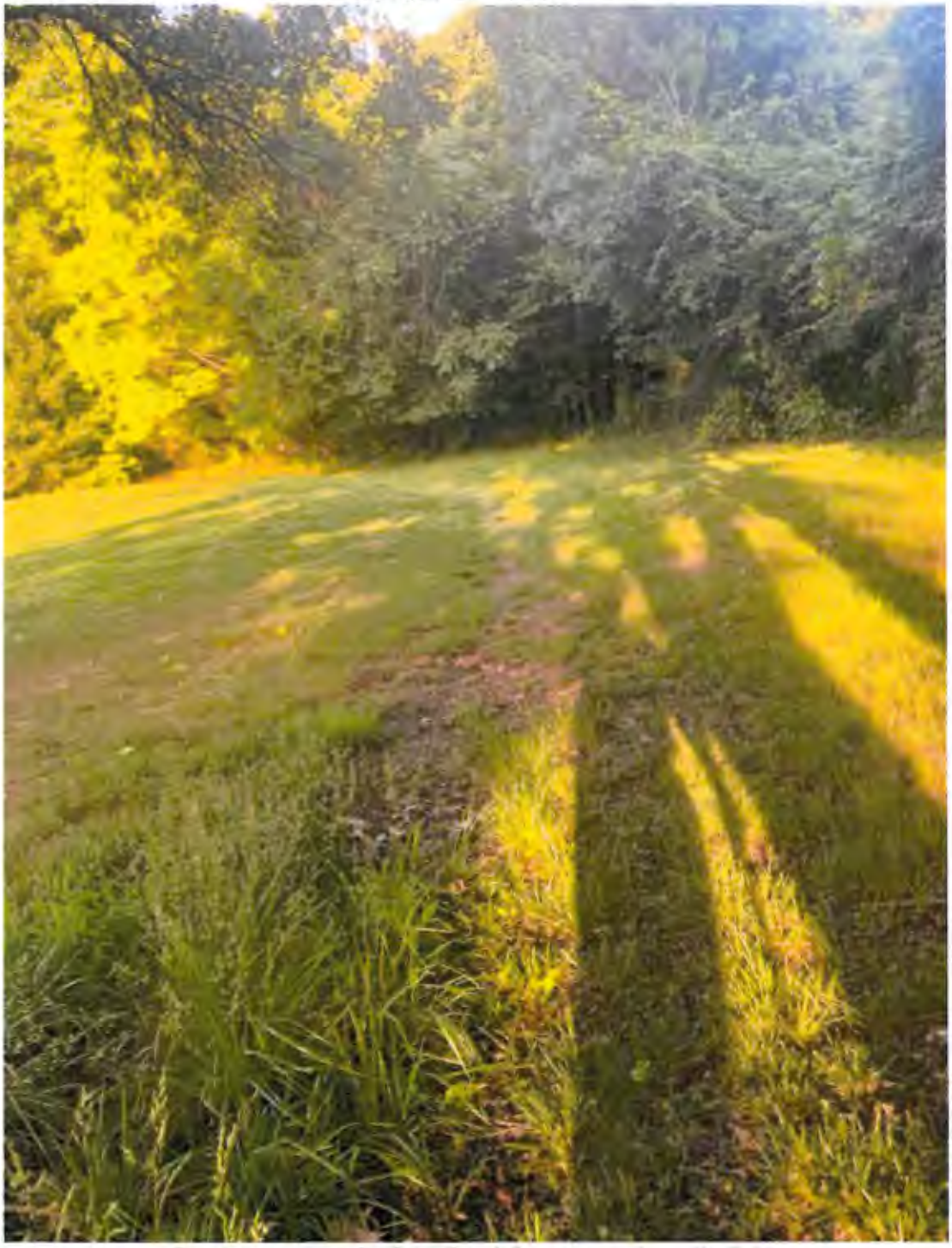
Site Visit Photos A-2

Pavement Along Northern Side of Parking Lot



Pavement drains to pond.

Swale at rear of 4909 Kacia Ct.



Swale was installed to direct flow around septic field.

Wet area at rear of 4909 Kacia Ct.



Swale has settled and is lower than the end of the swale creating water to pond.

Street of Kacia Ct.



Kacia Ct. is lower than Grandover Pkwy. Some yards are lower than ditches in Kacia Ct.

BK: R 8400
PG: 2278-2280
RECORDED:
02-04-2021
03:17:05 PM
BY: KELLY SALO
DEPUTY-GB

2021008376
GUILFORD COUNTY, NC
JEFF L. THIGPEN
REGISTER OF DEEDS

NC FEE $26.00
STATE OF NC
REAL ESTATE
EXTX $498.00

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: $498.00

Parcel Identifier No. 156695 Verified by _____ County on the ____ day of _____, 20____

By: _____

Mail/Box to: Hunter H. Galloway III, 1834 Pembroke Road, Ste 11, Greensboro, North Carolina 27408

This instrument was prepared by: Hunter H. Galloway III, 1834 Pembroke Road, Ste 11, Greensboro, North Carolina 27408

Brief description for the Index: _____

THIS DEED made this ____ day of February, 20 21, by and between

GRANTOR	GRANTEE
Kenneth Thomas Laivins and wife, Anne L. Laivins 4909 Guilford College Road Jamestown, NC 27282	Glen A. Laivins,and wife, Connie L. Laivins 4703 Jamesford Drive Jamestown, NC 27282

Enter in appropriate block for each Grantor and Grantee: name, mailing address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot, parcel of land or condominium unit situated in the City of Greensboro, NC, _____ Township, Guilford County, North Carolina and more particularly described as follows:

See Attached

NC Bar Association Form No. 3 © 1976, Revised © 1977, 2002, 2013
Printed by Agreement with the NC Bar Association – 1981

This standard form has been approved by:
North Carolina Bar Association – NC Bar Form No. 3

The property hereinabove described was acquired by Grantor by instrument recorded in Book _____ page _____.
All or a portion of the property herein conveyed ___ includes or X does not include the primary residence of a Grantor.

A map showing the above described property is recorded in Plat Book 106 page 80.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:
Subject to all restrictions, easements and rights of way of record and2021ad valorem taxes.

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

_____ (SEAL)
(Entity Name)
By: _____
Print/Type Name & Title: _____

Kenneth Thomas Laivins (SEAL)
Print/Type Name: Kenneth Thomas Laivins

Anne L Laivins (SEAL)
Print/Type Name: Anne L. Laivins

By: _____ (SEAL)
Print/Type Name & Title: _____
Print/Type Name: _____

By: _____ (SEAL)
Print/Type Name & Title: _____
Print/Type Name: _____

State of North Carolina - County or City of Guilford

I, the undersigned Notary Public of the County or City of Guilford and State aforesaid, certify that Kenneth Thomas Laivins and spouse, Anne L. Laivins personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this _____ day of February, 2021.

My Commission Expires: 7-17-23
(Affix Seal)

Deborah B. Galloway
Notary Public
Notary's Printed or Typed Name

GUILFORD COUNTY NOTARY PUBLIC DEBORAH B. GALLOWAY

State of _____ - County or City of _____

I, the undersigned Notary Public of the County or City of _____ and State aforesaid, certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this _____ day of _____, 20___.

My Commission Expires: _____
(Affix Seal)

_____
Notary Public
Notary's Printed or Typed Name

State of _____ - County or City of _____

I, the undersigned Notary Public of the County or City of _____ and State aforesaid, certify that _____ personally came before me this day and acknowledged that he is the _____ of _____, a North Carolina or _____ corporation/limited liability company/general partnership/limited partnership (strike through the inapplicable), and that by authority duly given and as the act of such entity, he signed the foregoing instrument in its name on its behalf as its act and deed. Witness my hand and Notarial stamp or seal, this _____ day of _____, 20___.

My Commission Expires: _____
(Affix Seal)

_____
Notary Public
Notary's Printed or Typed Name

NC Bar Association Form No. 3 © 1976, Revised © 1977, 2002, 2013
Printed by Agreement with the NC Bar Association – 1981

This standard form has been approved by:
North Carolina Bar Association – NC Bar Form No. 3

ATTACHMENT

BEGINNING at a point, said point being North 84 deg. 26 min.30 sec West 203.48 feet from a control corner, said control corner being at the Northeast corner of Lot 2, at the Southern corner of Lot 6, and eastern corner of Lot 5 of Wiley Park ,Section 8, and said point being at the Northeast corner of the within described parcel; thence South 05 deg. 33 min. 30 sec. West 89.62 feet to a point; thence North 84 deg. 26 min. 30 sec. West 87.42 feet; thence South 05 deg. 33 min. 30 sec. West 38.75 feet to a point; thence North 84 deg. 26 min. 30 sec. West 287.67 feet to a point, at the edge of the right of way of State Road 1480, Vickrey Chapel Road, said point being at the southwestern corner of the within described parcel; thence within the right of way of said Road North 00 deg., 53 min. 10 sec. East 128.67 feet to a point; thence North 03 deg. 04 min. 58 sec, West 100.31 feet to a point; thence North 07 deg. 57 min. 19 sec. West 100.31 feet to a point; thence North 12 deg. 28 min. 18 sec. West 85.65 feet to a point, the Northwestern corner of the within described parcel; thence South 86 deg. 33 min. 00 sec., East 216.21 feet to a point, passing through an existing iron pin at 181.83 feet; thence South 05 deg. 08 min. 30 sec., West 285.84 feet to an existing iron pin, an internal angle; thence South 84 deg. 26 min. 30 sec. East 236.45 feet to the POINT AND PLACE OF BEGINNING and containing 2.181 acres +/- by DMD, as surveyed by High Point Surveying as revised 8/3/92. Job No. 92-200, and being Lot 1 of the property of Ann Wiley White according to said survey to which reference is made for a more detailed desctiption. This is a portion of the property conveyed in the document recorded in Book 2066, at Page 399, and being known as the old homeplace of William G. Wiley.

LAWNS.KENNETH(21)

4909 Guilford College Road, Greensboro, NC, NC 27407

Guilford County, NC



Parcel Number	156695	Total Out Building Value	34300
PIN	7831341317	Total Land Value	75000
Owner	LAIVINS, GLEN A;LAIVINS, CONNIE L	Total Deferred Value	0
Mail Address	4703 JAMESFORD DR	Bldg Card	1
Mail City	JAMESTOWN	Appraisal Model Code	1
Mail State	NC	Deed Data	2/4/2021
Mail Zip	27282	Neighborhood	7831B07
Property Address	4909 GUILFORD COLLEGE RD	Property Type	RESIDENTIAL
Legal Description	2.18AC PTA&PTB PB 141-117 BLACK/WHITE PL:141-117	Structure Size	2186
Deed	008400-02278	Lot Size	2.18
Plat	141-117	Year Built	1908
Condo		Bedrooms	5
Total Assessed	246300	Bathrooms	2
Total Building Value	137000	Grade	B-10 115%

NOTICE OF PUBLIC HEARING
Town Council - Zoning
ZONING CASE 2026-01

A request for rezoning has been filed with the Town of Jamestown Planning Department for the property shown on the included map (highlighted in red). The request is described below:

Proposal: Request for rezoning for the following parcels consisting of a total of 2.18 +/- acres:

Current Zoning
- **4909 Guilford College Rd**. (Parcel # 156695) AG (Agriculture)

Proposed Zoning
CZ-SFR (Conditional Zoning – Single Family Residential)

Location: See site map to the right (in red).

Applicant: Pastor Joe Coyne

Applicant's Contact: Pastor Joe Coyne: pjc@hwoc.org



You are receiving this notice because public records indicate that you own property adjacent to or within 500 ft. of this rezoning request, which has been scheduled for a public hearing. Recipients of this notice may wish to share it with their neighbors whose property is nearby the above noted zoning proposal.

The purpose of the public hearing is to allow citizens to comment regarding potential impacts the proposed rezoning would have on their properties or on the area in general, and to identify issues or concerns related to the appropriateness of the request.

The public hearing is not the appropriate setting to learn about a zoning proposal for the first time. It is difficult to gain understanding of a proposal and offer well-thought-out comments during the relatively short time of a public hearing. The staff recommend that you contact the applicant or the Town of Jamestown prior to the meeting to learn more about the proposal.

PUBLIC HEARING

Public Hearing Date: Tuesday, July 21, 2026
Time: 6:00 PM
Location: Town of Jamestown Town Hall, 301 E. Main St., Council Chambers

The meeting facilities of the Town of Jamestown are accessible to people with disabilities. Anyone needing special accommodations should call (336) 454-1138. Notice of public hearing shall also be published in a newspaper in general circulation.

Members of the public may watch the hearing live on the Town's YouTube channel at: https://www.youtube.com/c/TownofJamestownNC. Be sure to subscribe and tap the bell icon to be alerted when the meeting goes live.

Mailed: July 7, 2026

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Updated Interlocal Agreement with Guilford County Sheriff's Dept. AGENDA ITEM #: V-B

☐ CONSENT AGENDA ITEM ☑ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: August 18, 2026 ESTIMATED TIME FOR DISCUSSION: 15 min

DEPARTMENT: Administration CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

Staff requests Council approval of a new Interlocal Agreement (ILA) between the Town, Guilford County, and the Guilford County Sheriff's Office (GCSO) for law enforcement services, effective July 1, 2026 (retroactive). This Agreement replaces the original 1991 contract (Contract No. 87958-09/91-132), which has been in continuous effect for approximately 35 years.

Background:
The Town contracts with GCSO for two components of law enforcement service:

Traditional Law Enforcement Services — the same baseline coverage GCSO provides to all municipalities in the County, continuing independent of this Agreement for as long as Jamestown remains incorporated.
Augmented Law Enforcement Services — four dedicated, specifically assigned Deputy Sheriffs funded by the Town, providing enhanced coverage within Town limits.

Key Terms:
-Continues year-to-year with no renewal required; any party may terminate with 90 days' written notice, or immediately for an uncured material breach.
-Terminates automatically if the parties cannot agree on the Annual Payment Amount by June 15 for the upcoming fiscal year. FY27 Annual Payment Amount is set in Attachment No. 1; the County will propose future-year amounts by March 1 annually.
-GCSO retains sole authority over deputy selection, training, discipline, and assignment.
-Vehicle ownership change: the prior arrangement (Town purchases vehicles, transfers title to County, then title reverts to Town at end of life) is terminated. Going forward, the County will own, purchase, lease, and maintain all vehicles used for Augmented Services; the Town releases any claim to the vehicles previously titled under that arrangement.
-No indemnification or agency relationship is created between the parties; each retains its own immunities and legal defenses.

This ILA has been reviewed by the Council, the GCSO's attorney, and the Town's attorneys. A final version is included in your packet.

ATTACHMENTS: Updated ILA

RECOMMENDATION/ACTION NEEDED: Staff recommends Council authorize the Town Manager to execute the Interlocal Agreement.

BUDGETARY IMPACT: Variable annually

SUGGESTED MOTION: Move to approve the updated ILA and authorize the Town Manager, Assistant Town Manager, and Finance Director to execute any required documents.

FOLLOW UP ACTION NEEDED: N/A

CONTRACT NO. _____
(formerly Contract No. 87958-09/91-132)

STATE OF NORTH CAROLINA **COUNTY OF GUILFORD**

INTERLOCAL AGREEMENT

BETWEEN GUILFORD COUNTY, NORTH CAROLINA AND THE TOWN OF JAMESTOWN, NORTH CAROLINA

PREAMBLE

THIS INTERLOCAL AGREEMENT ("the Agreement") is established pursuant to the legal authority in N.C. Gen. Stat. § 153A-278 and Article 20, Chapter 160A of the North Carolina General Statutes (G.S. § 160A-460, *et seq.*) which authorize interlocal cooperation between units of local government including counties and municipalities.

This AGREEMENT, which shall be effective the 1st day of July, 2026, is entered into by and between, GUILFORD COUNTY, NC ('the COUNTY"), a body politic and corporate in the State of North Carolina; with the consent of and on behalf of SHERIFF DANNY H. ROGERS as the holder of the OFFICE OF SHERIFF OF GUILFORD COUNTY ("the GCSO"), an elected office established by the State Constitution; and the TOWN OF JAMESTOWN, NC ("the TOWN"), a municipal corporation established and organized under the laws of North Carolina, and existing in Guilford County, NC.

W I T N E S S E T H

WHEREAS, the COUNTY and the TOWN are units of local government as defined by N.C. Gen. Stat. § 160A-460 and are acting through their respective governing bodies, to wit: the Guilford County Board of Commissioners and the Town of Jamestown's Town Council;

WHEREAS, Article VII, Sec. 2 of the North Carolina Constitution established the elected office of Sheriff for each County and Sheriff Danny H. Rogers is the present holder of that Office here in Guilford County. The scope of the legal authority, duties, and obligations of the Office of the County Sheriff (in this instance the GCSO) was established by both common law and State statutes (including Chapters 15A, 153A, and 162 of the North Carolina General Statutes). As evidenced by N.C. Gen. Stat. § 15A-402, the GCSO has law enforcement jurisdiction in Guilford County and the municipalities located therein including the Town of Jamestown;

WHEREAS, the TOWN lies within the legal, political, and territorial boundaries of the COUNTY and--as established by Article 13, Chapter 160A of the North Carolain General Statutes (G.S. § 160A-281, *et seq.*)--the TOWN has the legal authority to and may establish a police force to provide law enforcement protection and services to the TOWN's residents;

WHEREAS, the TOWN has determined that the most financially efficient and professionally effective method of providing augmented law enforcement services to its residents is by contracting with the COUNTY and GCSO for those services. Such a contract was first entered into between the TOWN, COUNTY, and GCSO effective July 1, 1991 (Contract No. 87958-09/91-132), and has remained continuously in effect for approximately thirty-five (35) years;

WHEREAS, the COUNTY, GCSO, and the TOWN have agreed to terminate the existing July 1, 1991 contract and substitute, in its place, this Agreement to continue providing law enforcement protection and services to the TOWN under the following terms and conditions:

TERMS AND CONDITIONS

Section 1 – Duration and Termination of Agreement: Commencing the effective date of this AGREEMENT, the GCSO will provide law enforcement services to the TOWN in two components, to wit: (a) the same level of continuous law enforcement protection and services that the GCSO provides twenty-four hours a day, seven (7) days a week, three-hundred, sixty-five (365) days a year to every other similarly situated, incorporated municipal entity located within Guilford County (hereinafter referred to as the "Traditional Law Enforcement Services" component); and (b) in exchange for the additional monetary consideration paid by the TOWN under Section 7 of this Agreement, an additional component of dedicated law enforcement services as described in Section 3 below (hereinafter the "Augmented Law Enforcement Services" component).

For so long as the TOWN remains an incorporated municipal entity within Guilford County, the Traditional Law Enforcement Services provided by the GCSO shall continue uninterrupted--completely independent of and without regard to the duration or existence of this Agreement.

The Augmented Law Enforcement Services will continue uninterrupted for so long as this Agreement remains in effect. This Agreement shall remain in force from year to year with no need for renewal, which said duration the Parties agree is reasonable. The COUNTY, GCSO, and/or TOWN may, however, each unilaterally terminate this Agreement and the Augmented Law Enforcement Services it provides, for any reason, with or without cause, upon the issuance of written notice (in compliance with Section 2 below) to all other Parties at least ninety (90) days in advance of the proposed termination date. Any Party hereto may, upon written notice in compliance with Section 2 below, terminate this Agreement immediately if another Party hereto breaches any material provision in this Agreement, including the TOWN's payment obligations below, but only if the breach is not cured within thirty (30) days of the date the non-breaching party issues notice of said breach.

If, by June 15th of the expiring fiscal year, the Parties are unable to agree upon the ANNUAL PAYMENT AMOUNT (as described in Section 7 below) for the immediately upcoming fiscal year, this Agreement shall terminate at midnight on June 30th of the expiring fiscal year.

Section 2 -- Notice: Any written notice required by this Agreement shall be transmitted by the United States Postal Service via both first-class mail and certified mail, return receipt requested, addressed to the following official representatives of the three Parties hereto:

GUILFORD COUNTY	GUILFORD COUNTY SHERIFF'S OFFICE	TOWN OF JAMESTOWN
Attn: County Manager	Attn: Sheriff of Guilford County	Attn. Town Manager
301 W. Market Street	401 W. Sycamore Street,	301 E. Main Street
Greensboro, NC 27401	Greensboro, NC 27401	Jamestown, NC 27282

Section 3 – Scope of the Law Enforcement Services: The above-described Augmented Law Enforcement Services shall consist of the following:

a. The Augmented Law Enforcement Services will be provided to the TOWN by a team of four specifically assigned, , uniformed, sworn Deputy Sheriffs, employed by the GCSO who have successfully completed the North Carolina Basic Law Enforcement Training Course ("BLET"); been certified as sworn law enforcement officers by the NC Sheriffs' Training and Standards Commission; and successfully completed the GCSO's Field Training Program. The GCSO shall have exclusive authority under this Agreement to select the four Deputy Sheriffs assigned to provide these Augmented Law Enforcement Services to the TOWN. The Parties agree that each of those four Deputies shall be assigned to one of the four regular patrol shifts except when one of those four Deputies is not scheduled to work due to vacation, training, or illness.

b. Whenever one of these four specifically assigned Deputies is on duty, he/she shall be equipped with a marked patrol vehicle and the personal gear and equipment generally supplied by the GCSO to its on-duty Deputy Sheriffs (e.g., including but not limited to: GCSO issued uniform, firearm(s), radio, handcuffs, etc.) and shall be assigned to remain at all times within the TOWN's municipal boundaries unless an urgent matter requires that Deputy Sheriff's assistance due to their proximity to an emergency call or whenever necessary to provide assistance to another law enforcement officer in need.

The GCSO shall have the sole discretion to determine whether such urgent circumstances exist. It is understood and agreed to by the Parties hereto that the Augmented Law Enforcement Services provided to the TOWN under this Agreement must and shall be coordinated with the law enforcement protection and services provided by the GCSO throughout the entirety of Guilford County; The GCSO shall, however, coordinate the work schedules of these four specifically assigned Deputies to maximize the Augmented Law Enforcement Services provided to the TOWN. The TOWN acknowledges it has been informed by the COUNTY and GCSO that in order to provide the Augmented Law Enforcement Services to the TOWN on a 24 hour / 7 days per week, 365 days per year basis, it would require five (5) specifically assigned sworn Deputy Sheriffs. The COUNTY and GCSO have informed the TOWN that a fifth Deputy Sheriff is necessary to continuously provide the Augmented Law Enforcement Services whenever one of

the other four specifically assigned Deputy Sheriffs is unable to perform those dedicated services due to illness, vacation, or training requirement. In an effort to properly balance its residents' need for the augmented law enforcement protection with the corresponding financial costs to TOWN residents for such protection, the TOWN has elected to contract for four specifically assigned Deputy Sheriffs to provide these Augmented Law Enforcement Services. c. While on duty providing Augmented Law Enforcement Services to the TOWN, the Deputy Sheriff assigned by the GCSO shall retain the same jurisdictional authority and powers of arrest as any other Deputy Sheriff employed by the GCSO. *See* N.C. Gen. Stat. § 15A-402(b);

d. While on duty providing the Augmented Law Enforcement Services to the TOWN, the specifically assigned Deputy Sheriff shall perform the following functions in the TOWN's municipal limits:

(i) answer and respond to routine and emergency calls for assistance;
(ii) perform welfare checks upon TOWN residents when dispatched to do so;
(iii) perform routine security checks on TOWN businesses, schools, and churches;
(iv) perform traffic control duties as necessary;
(v) make lawful arrests and conduct lawful searches when authorized by law;
(vi) enforce State law and all COUNTY and TOWN ordinances;
(vii) engage in pro-active law enforcement activities in the same general manner as the GCSO performs such activities in unincorporated areas of Guilford County;
(viii) conduct initial and follow-up criminal investigations except in those cases where the GCSO has assigned a Detective in its Criminal Investigations Division ("CID") to perform the criminal investigation. If the GCSO assigns an investigation to a CID Detective, it will be at no additional cost to the TOWN.

Section 4 – Reports of Traditional and Augmented Law Enforcement Services provided by the GCSO inside the TOWN: The GCSO shall, upon request, provide the TOWN with a record of all calls for assistance and other services (Traditional and/or Augmented) performed inside the TOWN's limits under this Agreement.

Section 5 – Payroll and Benefits: Although funded by the TOWN, the COUNTY and GCSO shall be responsible for providing the four Deputy Sheriffs specifically assigned to provide Augmented Law Enforcement Services to the TOWN, with the same salary; medical/health insurance; life insurance; vacation, sick, and FMLA leave; workers compensation insurance coverage; retirement; supplemental retirement income; and any other financial and non-financial benefits received by other sworn Deputy Sheriffs employed by the GCSO of the same rank, time-in-grade, and experience. The COUNTY and GCSO shall be responsible for withholding any federal and state taxes, FICA amounts, and other deductions from said Deputy Sheriff's salary.

Section 6 – Training, Disciplinary, and Administrative Matters: Any decisions concerning the extent and nature of post-BLET training, assignments, transfers, counseling, disciplinary, and other administrative matters pertaining to any of the four Deputy Sheriffs specifically assigned to provide Augmented Law Enforcement Services within the TOWN will remain the sole responsibility of the GCSO and solely within its discretion.

Section 7 – Financial and Funding Obligations upon the TOWN: As its consideration for the Augmented Law Enforcement Services provided under this Agreement, the TOWN shall pay the COUNTY a monetary amount (in United States currency) to be determined and budgeted on an annual basis (the ANNUAL PAYMENT AMOUNT) and payable in quarterly installments. Attached hereto as **ATTACHMENT NO. 1** to this Agreement is the agreed upon ANNUAL PAYMENT AMOUNT for FY27 (July 1, 2026 to June 30, 2027). No later than March 1st of each subsequent fiscal year during which this Agreement remains in effect, the COUNTY will provide the TOWN with a proposed ANNUAL PAYMENT AMOUNT for the upcoming fiscal year. Unless amended with the consent and agreement of all Parties, the ANNUAL PAYMENT AMOUNT paid by the TOWN under this Agreement shall compensate the COUNTY and GCSO for the following financial costs:

a. Regular Salaries for Four Deputies
b. Compensation Maintenance to Align with Market
c. Group Health Insurance
d. Life Insurance
e. Health Insurance Premiums
f. Workers Compensation Insurance
g. Unemployment Insurance
h. Retirement (NC LGERS)
i. Retirement (NC Supplement for Sworn Law Enforcement Officers)
j. Retirement (Deferred Compensation -- 401K)
k. Retirement (FICA – Social Security)
l. Motor Vehicle Replacement (Capitalized Expense of Replacing one Car every 6 years)
m. Motor Vehicle Fuel
n. Insurance and Bonding
o. Personal Protective Equipment and Office Fixtures, Furniture, and Equipment
p. Education and Training
q. Indirect Administrative Costs and Expenses (at 10% of the total of the foregoing amounts)

Section 8 – Ownership and Maintenance of Equipment Purchased by the TOWN

(a) As of the effective date of this Agreement, the TOWN has paid the COUNTY for the use of the following motor vehicles necessary to provide to the TOWN. The mileage figures shown below were recorded on May 7, 2026:

Unit#	Yr/Make/Mdl	Deputy:	Mileage:
2225	2022 Dodge Charger	Chusakul	81,572
2160	2021 Dodge Charger	Debty	80,116
2191	2022 Dodge Charger	Peck	83,201[1]

(b) All vehicles, facilities, equipment, and materials paid for by the TOWN and used by the GCSO to provide Augmented Law Enforcement Services to the TOWN pursuant to this Agreement (whether purchased or leased by the COUNTY) shall, at all times (including following any termination of this Agreement) remain property owned exclusively by and titled exclusively to the COUNTY. Although paid for with TOWN funds, the COUNTY shall be responsible for maintaining all such vehicles, facilities, equipment, and materials;

(c) Previously, the Parties had agreed for the TOWN to purchase vehicles and transfer title and ownership of them to the COUNTY and for the COUNTY to then transfer title and ownership of vehicles back to the TOWN at the end of their useful life cycle. The Parties hereby expressly waive and terminate that agreement and the TOWN hereby releases any claims it may have to the above referenced vehicles. Moving forward, the COUNTY shall purchase, lease, maintain, and own all vehicles used by GCSO to provide Augmented Law Enforcement Services to the TOWN and may dispose of said vehicles in the manner it deems appropriate. The COUNTY will estimate the depreciation and cost of vehicles in the same manner as other equipment used to provide Augmented Law Enforcement Services to the TOWN when determining the ANNUAL PAYMENT AMOUNT.

Section 9 – Independent Legal Relationship of the Parties: The COUNTY, GCSO, and the TOWN are and remain entirely separate and independent legal, governmental, and/or constitutional entities. Nothing in this Agreement creates an employer/employee, master/servant, or agency relationship between the Parties hereto nor one based upon the doctrine of *respondeat superior*. Each Party hereto shall be legally responsible for the actions of its own employees and shall be responsible for paying any court costs, attorney's fees, and/or settlements or judgments incurred in the defense of a liability claim or lawsuit asserted by a third-party claimant. Unless provided for and permitted by applicable law, nothing in this Agreement creates a right of indemnification or contribution amongst the Parties. However, nothing in this Agreement waives any legal rights that the COUNTY, GCSO, or TOWN could assert against any other Party hereto.

[1] Status of FORMER Jamestown patrol vehicles:

- 2001 – No longer in service.
- 2033 – No longer in service.
- 2176 – is now a D3 spare vehicle.
- 2177 – is now regular D3 patrol.

Section 10 – No Waiver of Immunities or other Legal Defenses: Except with respect to their contractual duties to each other under this Agreement, no provisions in this Agreement are intended to be nor should they be construed as a waiver of any immunities or other legal defenses to which the Parties hereto may be entitled to by law and the COUNTY, GCSO, and TOWN expressly reserve and preserve their right to assert any and all legal defenses, including but not limited to, those based upon federal and State statute, federal and State common law, and the doctrines of qualified immunity, sovereign/governmental immunity, and public officials immunity.

Section 11 – No Third-party Beneficiaries: The Parties to this Agreement do not intend for any third-party not a signatory hereto to obtain any rights or benefits by virtue of this Agreement.

Section 12 – Entire Agreement: This Agreement, including its exhibits and/or attachments, if any, sets forth the entire Agreement between the COUNTY, GCSO, and TOWN. All prior conversations, communications, or writings between the Parties and/or their representatives, unless expressly included in this Agreement, are not binding upon nor enforceable against the Parties. By entering into this Agreement, the Parties do not intend to create any obligations (express or implied) other than those specifically set out in writing herein.

Section 13 – Amendments to this Agreement: The terms of this Agreement may only be amended by a written document which has been approved, consented to, agreed to, and executed by all three Parties hereto.

Section 14 – Choice of Law; Forum for Resolving Disputes: This Agreement shall be construed in accordance with the laws of the State of North Carolina. Any disputes arising from this Agreement that cannot be resolved informally between the Parties, shall be litigated in the State of North Carolina, General Court of Justice, Superior Court Division of Guilford County.

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IN WITNESS WHEREOF, the three Parties hereto have set their hands and seals all pursuant to authority duly granted as of the day and year first above written.

For GUILFORD COUNTY, NC and the GUILFORD COUNTY SHERIFF'S OFFICE:

_____
Sheriff of Guilford County

_____
County Manager

ATTEST:

_____
County Clerk

_____
County Finance Director

For the TOWN OF JAMESTOWN, NC.

_____

Town Manager

ATTEST:

_____

Town Clerk

Mayor
Susan Dickenson

Town Manager
Matthew Johnson

Town Attorneys
Beth Koonce
Robert Brown

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

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Appointment of Parks and Rec. Members and Alternate Member

AGENDA ITEM #: VI-A

☐ CONSENT AGENDA ITEM ☑ ACTION ITEM ☐ INFORMATION ONLY

MEETING DATE: August 18, 2026

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

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

SUMMARY:

There are currently two vacancies on the Parks and Recreation Committee for full-time Members. There are three applicants for the positions, and Council has received copies of all applications. The applicants include: Doug Hayworth, Alison Greeson, and Donna McDaniel.

Staff recommends that Council appoint an applicant to serve the unexpired term of Rick Clapp, which ends in June 2027, and that Council appoint an applicant to serve the unexpired term of Will Grant, which ends in February 2027.

Council will also need to appoint a new Alternate to serve if the current Alternates, Doug Hayworth & Alison Greeson, are appointed to the full-time positions.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Staff recommends that Council appoint applicants to serve on the Parks and Rec. Committee.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Council Member makes a motion to appoint _____ to serve the unexpired term of Rick Clapp, to appoint _____ to serve the unexpired term of Will Grant, and appoint _____ to serve as an Alternate.

FOLLOW UP ACTION NEEDED: