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Special points of interest:

- April 4 Special Budget Meeting
- April 6 Town Hall Closed
- April 7 Easter Egg Hunt
- April 17 Town Council
- April 21 Littersweep
- May 15 Town Council
- May 28 Town Hall Closed

The Town of Jamestown, Parkwood Baptist Church, and Jamestown Lions Club are co-sponsoring a Jamestown Easter Egg Hunt event to be held at Jamestown Park athletic fields on April 7th from 9:00 AM to noon. **We will have separate egg hunts for toddlers to 3, 4 to 6, and 7 to up to 5th grade.**

Sheetz and Pepsi have generously supported this community event. We are still seeking support from area organizations, businesses, and churches to provide volunteers and/or baked goods for the event.

If you have an activity you would like to sponsor, please contact me with your idea. You would be responsible for gathering all needed supplies and volunteers to make the activity happen.

- Some of the events activities include:
- Food by Beyond the Box Grill
- Face painting by the Ragsdale YMCA
- Bake Sale to benefit the Hand to Hand Community Pantry
- Live music throughout the event
- Boy Scout and Girl Scout Activities and Demonstrations
- The First Tee Program golf session
- The Pinecroft Sedgefield Fire Department will have a truck on site
- The Easter Story by Parkwood Baptist Church

We are asking for a donation of canned food for admission to benefit the Hand to Hand Community Pantry that supports the Jamestown and northern High Point area.

If you are willing to donate baked goods or volunteer, please contact Rev. Daniel Pittman at 454-2523. Any donation to the event will be gladly accepted! Please make checks payable to *Parkwood Baptist Church* and send to:

Parkwood Baptist Church
 for Easter Egg Hunt
 2107 Penny Rd.
 High Point, NC 27265

I mention this event to folks around town and I receive smiles in return. I look forward to seeing your smiling faces at this first annual Jamestown event.



Chuck Smith

Town Manager

**Online
payment is
NOW
available!
Check
our
website
for more
information.**

G.E.A.N.I.

Guilford County residents now have a new way of receiving urgent and important information through cell phones, text messages, home phone and email.

Called "G.E.A.N.I.", the Guilford Emergency Alert, Notification, and Information System will send public safety messages to all residents and businesses within Guilford County (including City of High Point residents in Forsyth, Davidson, and Randolph Counties).

The system provides time sensitive, geographically-based messages about evacuations, shelter-in-place incidents, severe weather response and recovery efforts, law enforcement events, and other urgent incidents that affect safety.

As an example: An industrial accident results in natural gas leak occurs in the vicinity of W. Friendly Avenue and N. Spring Street. The Fire Department assesses the situation and determines that residents within a four-block radius of the leak should shelter in place to protect themselves against hazards caused by the fumes. Using G.E.A.N.I., public safety officials would identify that four-block radius and send voice and text alerts to people with registered phone numbers with addresses in the affected area.

Persons and businesses with traditional land line phone numbers published in local phone books are automatically enrolled in G.E.A.N.I., and will receive notifications pertaining to the geographic area of the address associated with the phone number.

Unpublished land line numbers, cellular and VoIP telephones are not automatically added to the system database. Persons wishing to receive notifications on these numbers must self register for the G.E.A.N.I. system at <http://www.readyguilford.org/>.

Participation in G.E.A.N.I. is voluntary, and phone numbers will not be shared for any other purpose.

Public safety personnel will send voice notifications to designated phones from telephone number (336) 373-3097: this number should be added to telephone contact lists.

Although this is a free service from the partner agencies, participants may be charged a standard fee from the cellular phone service provider for text messages or telephone calls. The agencies involved in G.E.A.N.I. are not responsible for any charges that may be incurred as a result of receiving these alerts.

The system was purchased using Department of Homeland Security, Metropolitan Medical Response System grant funding administered through the City of Greensboro Fire Department. The cost of the system upgrade was \$48,500 and partner agencies will share the yearly maintenance costs of approximately \$7,000.

For questions about G.E.A.N.I., please contact Guilford County Emergency Management at 336-641-2278.

EMPLOYEE HIGHLIGHT – GLENN MONEY GOLF MAINTENANCE



There are not many people today who can say they have worked the same job for 28 years. Glenn Money is one of them. He is working with a third Town Manager and second Course Superintendent. Before coming to work at the Town, Glenn worked in the grocery business for several years and also did some odd jobs. Glenn's father-in-law worked at the golf course under Joe Norris. When a job opened up in maintenance, he suggested Glenn apply. Now Glenn can say he has been employed the longest of the current Town staff.

Glenn enjoys working outside. Mild temperatures like this past winter make this Glenn's "perfect job." Of course, some winters are colder and those are Glenn's least favorite part of the job.

A divorced father of two sons, Glenn says his life is pretty quiet right now. He is very proud of both of his sons. The oldest, Joshua, is a lieutenant in the US Navy. The youngest is still deciding on a career.

HELLO FROM THE CLERK'S CORNER



Spring is here. However, with the winter we experienced this year, it seems we had spring all year long. Gladly, Jamestown is now blooming with flowers, trees, greenery and pollen. Every season has its downside.



Town Hall

With the arrival of pretty weather, our citizens are eager to get out and enjoy the sunshine and be on the move. We are always excited to have our citizens come out and participate in the Town Council meetings. If you have been to a Town Council meeting, you have seen me at the door to welcome you and to ask you to sign-in. Sometimes this is a little confusing so I thought I would use this time to explain what is being asked from our citizens.

First, we have a Visitors Sign in Sheet. This is an attendance roster. This sign-in sheet is the record of all who attended the meeting. When I type the minutes of each meeting, I begin by listing the time, date, place and who attended the meeting.

Second, there is a Public Comment Sign up Sheet. I ask if there is anyone that would like to sign-up for Public Comment. The Town Council adopted a Public Comment Policy in 2005. The purpose is to allow citizens to appear before the Town Council at their regular monthly meetings to address the Board. Comments are limited to three (3) minutes per speaker. The Town Council established two (2) different times when a citizen may sign up for public comment. There is one near the beginning

of the meeting and one near the end of the meeting. This was done as a convenience for our citizens. They may give their comment and leave or the citizen may choose to speak at the end of the meeting. This is purely a choice for the citizen when they sign up for Public Comment.

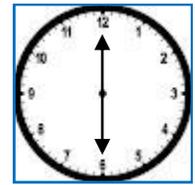
During the Public Comment Period, the citizen may address the Council on any topic they wish. This is a time for the citizen to tell the Town Council what's on their mind. The Mayor and the Town Council are always interested in what our citizens have to say.

Now, here is where it can be confusing. Often the Town Council holds a Public Hearing at their regular monthly meeting. The Public Hearing can be on a variety of topics. The citizens **do not need to sign up to speak at the Public Hearing**. When the Public Hearing comes up on the Agenda, the Mayor will open the Public Hearing for public comment and at that time, first ask for all those in favor of the subject to please come forward to speak. The Mayor will ask that you give your name and address and to adhere to the three (3) minutes per speaker time limit. Once all the people in favor have spoken, the Mayor will then ask for all those opposed to the subject to please come forward, give your name and address and adhere to the three (3) minutes per time limit. Once all the public that is opposed have spoken, the Mayor will close the public comment portion of the Public Hearing. Again, the Public **DOES NOT HAVE TO SIGN UP to speak at a Public Hearing**.

My hope is that this brief explanation will help with any confusion. Of course, if you have any questions, I will be happy to help, 336-454-1138 or mwolfe@jamestown-nc.gov

HAPPY SPRING!

Martha S. Wolfe, CMC
Town Clerk

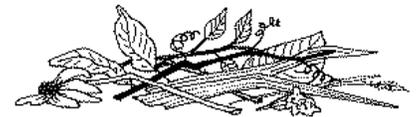


**New Time
for Town
Council
Meetings -
As of April
meetings
will begin at
6:00pm**

Contracted Yard Work

It is the **responsibility of a contractor to remove all yard waste and construction debris** from the property, Right-of-Way, or public easement.

When hiring **contractors** to perform any yard or construction work, they **are responsible for removing any waste or debris**. Contractors cutting and trimming trees and shrubs are responsible for removing all tree trunks, stumps and limbs. Be sure to have this debris removal included in the price quote for the job. The town has the right to refuse trash collection if the above is suspected and/or the waste is excessive. Please review the Town's guides and policies for more information.





Do I Need a Business License?

This is a frequently asked question when new businesses open their doors in Jamestown. Historically, the Town of Jamestown has not required a business license (often referred to as a **privilege license** - the terms are used interchangeably), to conduct business within the Town's limits. Many other local municipalities require such a license to

operate their business within the Town's corporate limits and some business owners are surprised to find that Jamestown does not have this requirement. Some financial institutions may request a copy of business license when applying for certain loans. Often, businesses are often requested to provide a copy of a valid business license as a method of "legitimizing" a business or otherwise verifying the right of that business to operate in that location.

In actuality, the privilege license tax is an excise tax, levied on the *privilege* of conducting a particular trade or business in a city. Cities wishing to levy a privilege license tax must adopt an ordinance levying the tax and list the activities taxed and the rates of tax. At the most recent Council meeting on March 20, 2012, Council requested that staff members research the process and some of the challenges of instituting a business license requirement in Jamestown.

Business licensing certainly has a few "pros and

cons". It is likely that some businesses would not be in favor of a business license. In addition to the political challenges of instituting such a tax, there are considerations for the Town staff as well. Administration of the ordinance - collections, processing, enforcement, and printing of the license to name a few - would become the responsibility of the Town, and would require some expense to manage.

It is worth noting that the Town could potentially benefit from instituting a business license ordinance, however. The revenues generated from business licensure could help keep property taxes low by providing an alternative revenue source for the Town. Fees collected could be used to assist business districts by improving aesthetics, adding infrastructure, or other initiatives as identified by Council. Permitting a business would also help the Town provide more reliable information as to who is conducting, or planning to conduct, what kind of business at what location. Town officials can then ensure that businesses locate in areas that are properly zoned for such activities and meet Town and County Ordinances. Additionally, businesses who 'solicit' or otherwise canvass neighborhoods could be more closely regulated as well.

Town staff will present a report to the Town Council at the April 17, 2012, meeting which outlines the process required to institute an ordinance to regulate business licensing and some of the challenges to such an ordinance. Should you have questions, please feel free to contact Matthew Johnson, Planning Director, at 336-454-1138 or mjohnson@jamestown-nc.gov.

EASEMENTS

The Town of Jamestown has easements throughout Town to allow for the maintenance and access to utilities. Most Town easements are either water line or sewer line easements. The easements vary in width, but typically are 20 feet in width and are centered along the utility line they follow. Easements are usually specific – that is, they are written to allow for a certain entity (such as the Town of Jamestown, Duke Energy, or Piedmont Natural Gas) to have access to and maintenance responsibilities for their specific utility. Thus, each utility should use their easement to perform their work. Easements may be shared, but each utility should be named in the easement when it is mapped. Some easements are simply called "utility easement" in which case all of the utilities located within the easement should have rights to use it for access and maintenance.

When the Town needs to perform maintenance to their utilities, we make efforts to minimize the disturbance and time it takes to perform the work. When we encounter site improvements such as fences, gardens, utility buildings, etc. encroaching into our easement, we need the property owner to relocate those items that may prevent us from performing our maintenance responsibilities. Fences crossing Town easements should have gates installed per Town specifications so that crews may traverse the easement. Town staff will make efforts to work with property owners when encroachments into easements are encountered, however, during emergency situations, prior notice to property owners is not feasible and items obstructing access across easements may be removed or relocated. It is suggested that property owners contact the Public Services Department at 454-1138 with any questions related to Town easements.

\$\$\$ THE BUDGET PROCESS \$\$\$

Town staff is well engaged in the budget process for the Town. "Budget" is defined in the Local Government Budget and Fiscal Control Act (enacted by the General Assembly) as "a proposed plan for raising and spending money for specified programs, functions, activities or objectives during a fiscal year". The Town's fiscal year runs from July 1 through June 30. The budget process is time-consuming and involves all of the Town's Department Directors.

Staff has the added responsibility of determining detailed capital projects and expenditures for the next five years and anticipated expenditures from five to ten years. The Capital Improvement Program (CIP) will create capital funding to further Jamestown's financial security while forecasting future community requirements. The CIP is a flexible financial planning tool that may be re-evaluated each year prior to budget adoption.

The CIP must have a strategy to provide and maintain financial balance. Sometimes this is difficult to reconcile since providing one community service may mean cutting another. It could also mean constructing a project for one section of town may lead to delaying or removing a project for another section of town. The plan must also identify important community concerns and how to address them while providing a consistent level of public services.

Our budget and CIP process begins with a kick-off meeting for department heads. At this meeting, information on prior year actual results, current year budget to actual numbers, and estimates of revenues and expenditures for the remainder of the current fiscal year, are distributed, as well as forms used to plan for the new budget. Department heads will turn in their budget requests and revenue projections for their departments to the Budget Officer, in our case the Budget Officer is our Town Manager.

The Town Manager and the Finance Officer then prepare a balanced budget (proposed) for consideration by the Town Council. Accompanying the proposed budget, submitted to the Town Council no later than June 1, is also a budget message. A copy of the proposed budget, as submitted to the Town Council, is filed with the Clerk, where it remains for public inspection until the "budget ordinance" (law or statute that levies taxes and appropriates revenues) is adopted. A statement is published stating that the proposed budget has been submitted to the Town Council, and a public hearing is held before the budget ordinance is officially adopted, or approved by the Town Council. The Town Council must adopt a budget ordinance before July 1st, thereby "making appropriations and levying taxes for the budget year in such sums as the Council may consider sufficient and proper, whether greater or less than the sums recommended in the proposed budget". After adoption, the budget ordinance is submitted to the Finance Officer and incorporated into the accounting system for the new fiscal year.



Reminder:
Trash needs to be on the curb for pickup by 7am on Tuesdays and Fridays!
Yard waste needs to be on the curb by 7am on Wednesdays!

Garbage Collection

The Town of Jamestown offers curbside garbage collection twice a week, on Tuesdays and Fridays, for its citizens. The garbage must be bagged and placed at the curb by 7:00 a.m. on collection days. Citizens must provide their own bags for garbage collection.

The Town offers curbside yard waste collection once a week, on Wednesdays and Thursdays. The yard waste must be bagged and placed at the curb by 7:00 a.m. on Wednesday. The sanitation crew will pick up yard waste until all areas have been picked up one time each week. Thus, the crew may get to some residences on Wednesdays, others on Thursdays. It is important that yard waste be placed at the curb by 7:00 a.m. on Wednesday so that it may be picked up when the crew arrives. Yard waste placed later may not be at the curb when the crew arrives, and it will there remain until the next week. On rare occasions, or in the event of large storms, the crew may not make it to all residences each week. In such an event, the crew will note at what point in the weekly route they stop, and they will begin at that point the next week. Citizens must provide their own clear bags for yard waste collection.



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Fax: 336-886-3504
E-mail: webmaster@jamestown-nc.gov

Sharen Apple, Editor

We're on the Web!
jamestown-nc.gov

Walking with History!

TOWN DIRECTORY

Town Hall (Utility billing, Planning, Finance)

(336) 454-1138

Water and Sewer Emergency

(336) 454-1218

Jamestown Park

(336) 454-4912

Fire Department

(336) 454-3473

Sheriff's Department (non-emergency)

(336)845-6691

Gibson Park

(336) 454-0259

Upcoming Events

Apr 4	5:30pm	Special Town Council Meeting at Grandover
Apr 6		Town Hall Closed for Good Friday
Apr 7	9:00am	First Annual Easter Egg Hunt
Apr 17	6:00pm	Town Council Meeting
Apr 21	9:00am	Semi-Annual Jamestown Littersweep—meet in Food Lion parking lot
May 15	6:00pm	Town Council Meeting
May 28		Town Hall Closed for Memorial Day

Check the "[Calendar of Events](#)" section of the website for updates

JAMESTOWN PARK GOLF



As usual, springtime is a busy time at the Jamestown Park Golf Course. Below are the many events scheduled.

APRIL

- Dylan and Zachary Smith Scholarship Golf Tournament
- Honda Aircraft Outing
- Gate City Baptist Church Golf Outing
- High School Golf and Conference Matches
- Ladies and Men's Golf Association play days
- RF Micro and VF Corp leagues begin

- Jamestown Rotary Golf Outing
- Jamestown Youth League/Jamestown Soccer Golf Tournament
- Jamestown United Methodist Church Golf Outing
- Men's Association Golf Tournament
- Ladies Association Weekly events
- RF Micro and VF Corp Leagues
- DH Griffin Jamestown Civitans Golf Tournament

MAY

- Piedmont Triad Transportation Association Outing
- RF Micro Golf Outing
- First Baptist Church Outing
- Jack Cooke UNCG Golf Outing

Michael Hutcheon
PGA Professional



DON'T FORGET—The ASK THE MAYOR column. If you have a question for the Mayor Keith Volz, you may call at (336) 454-1138, fax it in at (336) 886-3504 or email the Mayor directly at kvolz@jamestown-nc.gov.

Also, Mayor Volz is in the office at Town Hall on the 3rd Monday of every month from 3pm-5pm. No appointment is necessary.