



Town of Archer Lodge

AGENDA

Regular Council Meeting

Tuesday, January 3, 2017 @ 6:30 PM

Jeffrey D. Barnes Council Chambers

Page

1. WELCOME/CALL TO ORDER:

- 1.a. Invocation
- 1.b. Pledge of Allegiance

2. APPROVAL OF AGENDA:

3. OPEN FORUM/PUBLIC COMMENTS:

(Maximum of 30 minutes allowed, 3 minutes per person)

4. CONSENT AGENDA:

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- 4.a. Approval of Minutes:
Regular Council Minutes - 14 November 2016
[Regular Council - 14 Nov 2016 - DRAFT](#)

5. DISCUSSION AND POSSIBLE ACTION ITEMS:

- 5.a. Consideration to appoint New Council Member to replace Carlton Vinson and complete his term ending 12/31/2017

Nominees: Debbie Barnes & Teresa Bruton

Appoint New Council Member for term ending 12/31/2017

22 - 23

- 5.b. Consideration of Johnston County Economic Development Advisory Board ~ Archer Lodge Representative
Appoint Council Member Castleberry as the Archer Lodge Representative

[Jo Co Economic Development Advisory Board TOAL Rep](#)

- 24 - 27 5.c. Consideration of Appointing TJCOG Alternate Delegate
- ~ *NOTE: Council Member Wilson is currently a Delegate*
- Move to February 6, 2017 Regular Council Meeting
- [TJCOG 2017 Delegate and Alternate Delegate Info](#)
- 5.d. Consideration of Public Hearing on a Proposed Ordinance on
 Abandoned, Junked and Nuisance Vehicles and other Nuisances
- DATE ~ Tuesday, January 17, 2017 Work Session*
- Approve Public Hearing Date
- 28 - 29 5.e. Consideration of Public Hearing on Zoning and Subdivision Ordinance
 Text Amendments
- DATE ~ Monday, February 6, 2017 Regular Council Meeting*

(Discussion regarding the text amendments with documentation is planned for Tuesday, January 17, 2016 Work Session ~ Overview of Amendments are attached)

Approve Public Hearing Date
[Public Hearing Request ZTA 6FEB17](#)

6. TOWN ATTORNEY'S REPORT:

7. ADMINISTRATIVE CONSULTANT'S REPORT:

8. FINANCIAL/TOWN CLERK'S REPORT:

- 30 - 32 8.a. Statement of Revenues & Expenditures Ending 12/31/2016
 [DECEMBER 2016 & FYTD](#)
- 8.b. FY2016 Audit update
- 8.c. January MAC dates & Clerk's Academy dates

9. PLANNING/ZONING REPORT:

10. VETERAN'S COMMITTEE REPORT:

11. MAYOR'S REPORT:

11.a. Security Cameras & DVR upgrade

12. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

13. ADJOURNMENT:



Regular Council - Minutes Monday, November 14, 2016

COUNCIL PRESENT:

Mayor Gordon
Mayor Pro Tem Mulhollem
Council Member Castleberry
Council Member Jackson
Council Member Wilson

STAFF PRESENT:

C.L. Gobble, Administrative Consultant
Marcus Burrell, Town Attorney
Kim P. Batten, Finance Manager/Town Clerk
Bob Clark, Planning/Zoning Administrator

COUNCIL ABSENT:

Vacant Council Seat
Chip Hewett, Town Attorney

MEDIA PRESENT:

Drew Jackson - N&O, Clayton News-Star

1. WELCOME/CALL TO ORDER:

a) Call to Order & Invocation

Mayor Gordon called the meeting to order at 6:31 p.m. in the Archer Lodge Town Hall located at 14094 Buffalo Road, Clayton, NC and declared a quorum was present. Mayor Pro-Tem offered the invocation.

b) Pledge of Allegiance

Mayor Gordon led in the pledge of allegiance to the US Flag.

2. APPROVAL OF AGENDA:

- a) No additions or changes noted.
Moved by: Council Member Wilson
Seconded by: Council Member Jackson

Agenda Approved

CARRIED UNANIMOUSLY

3. OPEN FORUM/PUBLIC COMMENTS:

(Maximum of 30 minutes allowed, 3 minutes per person)

- a) Mr. Neal Brantley of 4796 Covered Bridge Rd, Clayton, NC addressed council with a segment on "Proofreading Is a Dying Art." He cited several newspaper headlines from all over the country, noting the lack of proofreading.

4. CONSENT AGENDA:

- a) **Approval of Minutes:**
Work Session Minutes - 06 September 2016
Regular Council Minutes - 12 September 2016

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- b) **Approval to Accept the Resignation of R. Carlton Vinson as Council**

c) Approval of 2017 Edmunds & Associates' MCSJ Financial Software Support & License Agreement

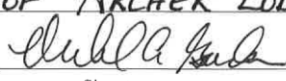
2017 Edmunds & Associates' MCSJ Financial Software Support & License Agreement appears as follows:



2017 MCSJ Software Support & License Agreement

To receive continued Application Software Support and MCSJ System upgrades from Edmunds & Associates, Inc. (E&A), you must enter into this agreement.

1. Any defects in the E&A Application Software as determined by E&A will be corrected at no cost to the user provided the said defect is not the result of misuse, operator error, or is beyond the original requirements of the system specifications.
2. E&A is responsible for providing software support under this agreement only for its proprietary application software. This includes all MCSJ licensed products. Support for third party products, i.e.; Microsoft Office, UCAARS, etc. are not covered under this agreement and all phone or on-site support is a billable service. Our minimum hourly rate is \$150 with at least one-half hour billable.
3. E&A proprietary end user documentation, faq's, helpful hints, video tutorials and such are for client use only and not to be distributed.
4. Standard telephone support will be available from 8:00am to 5:00 pm EST, Monday through Friday excluding holidays.
5. Each user of E&A MCSJ software is required to have a high-speed connection. E&A will provide support, enhancements and instruction for our application software via the Internet. Lack of compliance that requires an on site visit is billable at the rate of \$ 150 per hour for each person and travel expenses.
6. E&A's liability, damages or remedy on any claim shall not exceed the original cost of the E&A MCSJ software system. In no event shall E&A be held liable for consequential, incidental, indirect, special, punitive or exemplary damages, for loss, damage or expense directly or indirectly arising from the client's inability to use our products.
7. No action arising from use of E&A's MCSJ software systems may be commenced more than 3 months after the basis for such claim could reasonably have been discovered.
8. E&A reserves the right to withdraw without penalty any E&A application software package from coverage at our sole discretion upon thirty (30) days notice.
9. This agreement must be signed and returned by December 31, 2016 for continued support. The effective date of this agreement is January 1, 2017 through December 31, 2017.

Client: TOWN OF ARCHER LODGE
 Authorized Representative:  _____
Signature Date
 Printed Name: MICHAEL A. GORDON
 100616 Mayor

301A Tilton Road
 Northfield, NJ 08225
 P: 1.609.645.7333
 support@edmundsassoc.com
 www.edmundsassoc.com



2017 Annual Support Maintenance Services

Client Support Services

- Phone support with priority resolution escalation
- E&A is staffed with Certified Finance Officers & Tax Collectors
- Remote desktop access for support inquiries & resolution
- E-mail & chat for support inquiries
- Technical issue resolution for MCSJ software operation
- MCSJ report printing resolution
- Client voting for Software Enhancements in “The Voice” community forum
- Software system enhancements at no additional cost
- State mandated changes at no additional cost
- Federal mandated changes at no additional cost

Software Updates, New Products & Development

- Major MCSJ Upgrade to Version 4.1
- Cloud based MCSJ 4.1
- Resident Self Service & Employee Self Service Portal Enhancements
- Mobile Apps: Meter Reading, Requisitions, Meter Management, Work Orders, Permits, Inspections, Code Enforcement, Violations, Rentals & Attendance Management

Client Support Website Access

- Knowledge base & FAQ's
- Helpful hints
- Video tutorials
- User forums
- Software system & technical documentation

Client Services

- More than 200 webinars/video tutorials every year
- E-mail alerts & notification of statutory changes
- End of year documentation and procedures
- FAQ automated responses
- Periodic notifications of quarterly and/or yearly tasks
- Newsletter subscription
- User group virtual webinar meetings at no cost
- 24/7 access to downloadable system patches and updates

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2017 Minimum Recommended Back-up Procedures

Edmunds & Associates strongly recommends the installation of a back-up in the fileserver, utilizing third party back-up software in addition to any cloud back up. The fileserver should have a high speed Internet connection. If this is not possible, a pc on the network with a high-speed connection will suffice.

If you do not install as recommended we will not be able to view the or restore files remotely. This would result in an unnecessary delay restoring files if we do not have remote access. All on site visits and phone consultations will be billable at our current hourly rate of \$ 150 per hour regardless of hardware maintenance coverage.

As a reminder we would like to review the minimum suggested back up procedures.

- ✓ Daily back-up of data files. Five different tapes/flash drives should be used, one for each day of the week.
- ✓ Tapes/flash drives should be rotated and stored off site on a daily basis.
- ✓ Complete MCSJ/SBx/UAx system back up should be done at least weekly.
- ✓ Monthly back-up tapes/flash drives should be archived for at least 3 months.
- ✓ Tapes/flash drives must be tested at least every 30 days to verify MCSJ is being successfully backed up. These test restores must be done to alternate locations, not in your live MCSJ location.

The MCSJ applications verify that Edmunds data files have been successfully backed up every 3 days. It is the responsibility of each client to insure other files/databases, such as PDF's and word processing are being properly backed up.

Client name: TOWN OF ARCHER LODGE Date: 11/22/2016

Employee signature: Kim P. Batten

Printed name: KIM P. BATTEN

Please make a copy for your records and distribute as necessary.

Please sign and fax back to 609-645-3111.

100215

301A Tilton Road
Northfield, NJ 08225
P: 1.609.645.7333
support@edmundsassoc.com
www.edmundsassoc.com

d) Approval of the Resolution Authorizing the Mayor to Declare Surplus Property (Resolution# AL2016-11-14a)

Resolution# AL2016-11-14a appears as follows:

**RESOLUTION AUTHORIZING THE MAYOR
TO DECLARE SURPLUS PROPERTY
FOR THE TOWN OF ARCHER LODGE**

WHEREAS, the Town Council of the Town of Archer Lodge, North Carolina desires from time to time to declare surplus and dispose of certain Town-owned property; and

WHEREAS, at certain times these items are of little or no monetary value, therefore negating the need for Town Council's individual review and approval.

NOW, THEREFORE, BE IT RESOLVED by the Archer Lodge Town Council that the Mayor is authorized to declare items with a value less than \$1,000 per item as surplus, and sell or dispose by any means allowable to include, but not limited to, donation to a nonprofit organization, private negotiated sale, or destruction.

BE IT FURTHER RESOLVED that the Mayor shall report the result of the sale of these items at the next regular meeting of the Town Council following the sale.

**DULY ADOPTED ON THIS 14th DAY OF NOVEMBER 2016
WHILE IN REGULAR SESSION**



Michael A. Gordon
Mayor

ATTEST:


Kim P. Batten
Town Clerk

**e) Approval of the Resolution Adopting the 2017 Holiday Schedule
(Resolution# AL2016-11-14b)**

Resolution# AL2016-11-14b appears as follows:

**TOWN OF ARCHER LODGE
RESOLUTION ADOPTING THE 2017 HOLIDAY SCHEDULE**

WHEREAS, it is the policy of the Town to follow the holiday schedule provided by the State of North Carolina for its employees; and

WHEREAS, the below 2017 Holiday Schedule was retrieved from the State of North Carolina website <http://www.osp.state.nc.us/holsched.htm>

2017 Holiday Schedule		
Holiday	Observance Date	Day of Week
New Year's Day	January 2, 2017	Monday
Martin Luther King Jr's Birthday	January 16, 2017	Monday
Good Friday	April 14, 2017	Friday
Memorial Day	May 29, 2017	Monday
Independence Day	July 4, 2017	Tuesday
Labor Day	September 4, 2017	Monday
Veteran's Day	November 10, 2017	Friday
Thanksgiving	November 23 & 24, 2017	Thursday & Friday
Christmas	December 25, 26 & 27, 2017	Monday, Tuesday & Wednesday

NOW, THEREFORE, BE IT RESOLVED that the Archer Lodge Town Council hereby adopts the 2017 Holiday Schedule as presented.

**DULY ADOPTED ON THIS 14TH DAY OF NOVEMBER 2016
WHILE IN REGULAR SESSION.**


Michael A. Gordon
Mayor

ATTEST:

Kim P. Batten
Town Clerk



- f) **Approval of the Resolution Adopting the 2017 Town Council Meeting Schedule (Resolution# AL2016-11-14c)**
- Note: Changes for 2017
 - Regular Council Meeting - 1st Monday of Month unless Holiday Observance
 - Work Session Meeting - 3rd Monday of Month unless Holiday Observance

Resolution# 2016-11-14c appears as follows:

**TOWN OF ARCHER LODGE
RESOLUTION ADOPTING THE
2017 TOWN COUNCIL MEETING SCHEDULE**

WHEREAS, the Archer Lodge Town Council exists to conduct the business of the citizens; and

WHEREAS, the Archer Lodge Town Council meetings are held the **first and third Monday of the month** at 6:30 p.m. in the Town Hall Council Chambers, unless otherwise noted; and

WHEREAS, each meeting of the Archer Lodge Town Council is open to the public, except as provided by NC G.S. 143-318-.11; and

WHEREAS, the Archer Lodge Town Council may amend the yearly meeting schedule in accordance with NC G.S. 143-318.12:

TOWN OF ARCHER LODGE		
2017 CALENDAR		
TOWN COUNCIL MEETINGS		
MONTH	REGULAR SESSION	WORK SESSION
January	* Tuesday, January 03, 2017	* Tuesday, January 17, 2017
February	Monday, February 6, 2017	Monday, February 20, 2017
March	Monday, March 6, 2017	Monday, March 20, 2017
April	Monday, April 3, 2017	Monday, April 17, 2017
May	Monday, May 1, 2017	Monday, May 15, 2017
June	Monday, June 5, 2017	Monday, June 19, 2017
July	Monday, July 10, 2017	Monday, July 17, 2017
August	Monday, August 7, 2017	Monday, August 21, 2017
September	* Tuesday, September 5, 2017	Monday, September 18, 2017
October	Monday, October 2, 2017	Monday, October 16, 2017
November	Monday, November 6, 2017	Monday, November 20, 2017
December	Monday, December 4, 2017	Monday, December 18, 2017

NOW THEREFORE, BE IT RESOLVED that the Archer Lodge Town Council hereby adopts the 2017 Town Council Meeting Schedule as presented.

**DULY ADOPTED ON THIS 14TH DAY OF NOVEMBER 2016
WHILE IN REGULAR SESSION.**

ATTEST:


Kim R. Batten
Town Clerk




Michael A. Gordon
Mayor

Moved by: Mayor Pro Tem Mulhollem
Seconded by: Council Member Jackson

Consent Agenda Approved

CARRIED UNANIMOUSLY

5. DISCUSSION AND POSSIBLE ACTION ITEMS:

a) 2018 Budget Planning Session in February 2017

Having no comments, Mayor asked Council to place on their calendar for Saturday, February 25, 2017 for the 2018 Budget Planning Session to be held at the same location as last year, Lowell Mill Restaurant in Kenly, NC.

b) Process to Fill Vacancy on Archer Lodge Town Council

Mayor began the discussion regarding the Governing Body's process to replace Council Member Vinson's council seat. Discussion followed pertaining to past methods of nomination and a suggestion from Council Member Wilson was to consider the next highest vote getter from the last election.

Moved by: Mayor Pro Tem Mulhollem
Seconded by: Council Member Castleberry

Motion to fill a vacancy on the Town Council by method of nomination that is consistent with the two previous times.

CARRIED 3-1 (Wilson Opposed)

c) Consideration of an Ordinance for Abandoned, Junked and Nuisance Vehicles in the Town of Archer Lodge

Mr. Clark began the discussion noting a draft ordinance is attached to the agenda for their review. He stated that previously the Planning Board prepared and presented a draft ordinance to Council for their review and are following up to address any more questions or concerns regarding the draft ordinance before adopting or scheduling a public hearing. Having no further discussion, Council asked Mr. Clark to move forward and have the DRAFT ordinance on Town's website and advertise a public hearing and possible adoption at the January 3, 2017 Regular meeting.

The **DRAFT** Ordinance for Abandoned, Junked and Nuisance Vehicles in the Town of Archer Lodge appears as follows:

**AN ORDINANCE FOR
ABANDONED, JUNKED AND NUISANCE VEHICLES IN
THE TOWN OF ARCHER LODGE**

BE IT ORDAINED by the Town Council of the Town of Archer Lodge, North Carolina:

Part 1. That the Abandoned, Junked and Nuisance Vehicle Ordinance for the Town of Archer Lodge is hereby established and written to read as follows:

“ABANDONED, JUNKED AND NUISANCE VEHICLES

Section 1. Administration.

The authority responsible for public safety and the Code Administrator of the Town shall be responsible for the administration and enforcement of this Ordinance. The public safety authority shall be responsible for administering the removal and disposition of vehicles determined to be "abandoned" on the public streets and highways within the Town. The Code Administrator shall be responsible for administering the removal and disposal of "abandoned", "nuisance" and "junked" motor vehicles located on private property and on property owned by the Town. The Town may, on an annual or other basis, contract with private tow truck operators or towing businesses to remove, store, and dispose of abandoned vehicles, nuisance vehicles, and junked motor vehicles in compliance with this Ordinance and applicable State laws. Nothing in this Ordinance shall be construed to limit the legal authority or powers of officers of the public safety authority and the Fire Department in enforcing other laws or in otherwise carrying out their duties.

State law reference—City authority for removal and disposal of junked and abandoned motor vehicles, G.S. 160A-303. City authority for regulation of abandonment of junked motor vehicles, G.S. 160A-303.2.

Section 2. Definitions.

For the purpose of this Ordinance, certain words and terms are defined as herein indicated:

(a) Abandoned vehicle: As authorized and defined in G.S. 160A-303, an abandoned vehicle is one that:

- (1) Is left upon a public street or highway in violation of a law or ordinance prohibiting parking; or
- (2) Is left upon a public street or highway for longer than seven (7) days; or
- (3) Is left upon property owned or operated by the Town for longer than twenty- four (24) hours; or
- (4) Is left upon private property without the consent of the owner, occupant, or lessee thereof for longer than two (2) hours.

(b) Authorized Official: The supervisory employee of the public safety authority or the Town Code Administrator, respectively, designated to order the removal of vehicles under the provisions of this Ordinance.

(c) Motor vehicle or vehicle: All machines designed or intended to travel over land or water by self-propulsion or while attached to any self-propelled vehicle.

(d) Junked motor vehicle: As authorized and defined in G.S. 160A-303.2, the term junked motor vehicle means a vehicle that does not display a current license plate lawfully upon that vehicle and that:

(1) Is partially dismantled or wrecked; or

(2) Cannot be self-propelled or move in the manner in which it originally was intended to move; or

(3) Is more than five (5) years old and appears to be worth less than five hundred dollars (\$500.00).

(e) Nuisance vehicle: A vehicle on public or private property that is determined and declared to be a health or safety hazard, a public nuisance, and unlawful, including a vehicle found to be:

(1) A breeding ground or harbor for mosquitoes, other insects, rats or other pests; or

(2) A point of heavy growth of weeds or other noxious vegetation which exceeds eight (8) inches in height; or

(3) In a condition allowing the collection of pools or ponds of water; or

(4) A concentration of quantities of gasoline, oil, or other flammable or explosive materials as evidenced by odor; or

(5) An area of confinement which cannot be operated from the inside, such as, but not limited to, trunks or hoods; or

(6) So situated or located that there is a danger of it falling or turning over; or

(7) A collection of garbage, food waste, animal waste, or any other rotten or putrescent matter of any kind; or

(8) One which has sharp parts thereof which are jagged or contain sharp edges of metal or glass;

(9) Any other vehicle specifically declared a health and safety hazard and a public

nuisance by the Town Council.

Section 3. Abandoned vehicle unlawful, removal authorized.

- (a) It shall be unlawful for the registered owner or person entitled to possession of a vehicle to cause or allow such vehicle to be abandoned as the term is defined herein.
- (b) Upon investigation, the authorized officials of the Town may determine that a vehicle is an abandoned vehicle and order the vehicle removed.

Section 4. Nuisance vehicle unlawful, removal authorized.

- (a) It shall be unlawful for the registered owner or person entitled to possession of a motor vehicle, or for the owner, lessee, or occupant of the real property upon which the vehicle is located to leave or allow the vehicle to remain on the property after it has been declared a nuisance vehicle.
- (b) Upon investigation, the Code Administrator may determine and declare that a vehicle is a health or safety hazard and a nuisance vehicle as defined above, and order the vehicle removed.

Section 5. Junked motor vehicle regulated, removal authorized.

- (a) It shall be unlawful for the registered owner or person entitled to the possession of a junked motor vehicle, or for the owner, lessee, or occupant of the real property upon which a junked motor vehicle is located to leave or allow the vehicle to remain on the property after the vehicle has been ordered removed.
- (b) It shall be unlawful to have more than one junked motor vehicle, as defined herein, on the premises of private property. A single, permitted junked motor vehicle must strictly comply with the location and concealment requirements of this section.
- (c) It shall be unlawful for the owner, person entitled to the possession of a junked motor vehicle, or for the owner, lessee, or occupant of the real property upon which a junked motor vehicle is located to fail to comply with the location requirements or the concealment requirements of this Ordinance.
- (d) Subject to the provisions of subsection (e), the Town Code Administrator or public safety authority may order the removal of a junked motor vehicle found in violation of this Ordinance to a storage garage or area. No such vehicle shall be removed from private property without the written request

of the owner, lessee, or occupant of the premises unless the Town Code Administrator finds in writing that the aesthetic benefits of removing the vehicle outweigh the burdens imposed on the private property owner. Such finding shall be based on a balancing of the monetary loss of the apparent owner against the corresponding gain to the public by promoting or enhancing community, neighborhood, or area appearance. The following, among other relevant factors, may be considered:

- (1) Protection of property values;
- (2) Promotion of tourism and other economic development opportunities;
- (3) Indirect protection of public health and safety;
- (4) Preservation of the character and integrity of the community; and
- (5) Promotion of the comfort, happiness and emotional stability of the area residents.

(e) Permitted concealment or enclosure of junked motor vehicles:

(1) One junked motor vehicle, in its entirety, may be located in the rear yard, as defined in the Town Zoning Ordinance, provided the junked motor vehicle is entirely concealed from public view from a public street and/or abutting premises by an acceptable covering for not more than sixty (60) calendar days. ~~Junked motor vehicles kept on the premises more than sixty (60) calendar days shall be kept inside a completely enclosed building.~~ The Town Code Administrator has the authority to determine whether any junked motor vehicle is adequately concealed as required by this provision. The covering must remain in good repair and must not be allowed to deteriorate.

(2) Any one or more junked motor vehicles kept for a period exceeding sixty (60) calendar days shall be kept within a completely enclosed building, as defined in the Town Zoning Ordinance.

Section 6. Removal of abandoned, nuisance, or junked motor vehicles; pre-towing notice requirements.

Except as set forth in Section 7 below, an abandoned, nuisance, or junked motor vehicle which is to be removed shall be towed only after notice to the registered owner or person entitled to possession of the vehicle. In the case of a nuisance vehicle or a junked motor vehicle, if the names and addresses of the registered owner or person entitled to the possession of the vehicle, or the owner, lessee, or occupant of the real property upon which the vehicle is located can be ascertained in the exercise of reasonable diligence, the notice shall be given by first class mail. The person who mails the notice(s) shall retain a written record to show the name(s) and address(s) to whom and to which mailed, and the date mailed. If such names and addresses cannot be ascertained or if the vehicle to be removed is an abandoned motor vehicle, notice shall be given by affixing on the

windshield or some other conspicuous place on the vehicle a notice indicating that the vehicle will be removed by the Town on a specified date (no sooner than seven (7) days after the notice is affixed). The notice shall state that the vehicle will be removed by the Town on a specified date, no sooner than seven days after the notice is mailed or affixed, unless the vehicle is moved by the owner or legal possessor prior to that time.

With respect to abandoned vehicles on private property, nuisance vehicles and junked vehicles to which notice is required to be given, if the registered owner or person entitled to possession does not remove the vehicle but chooses to appeal the determination that the vehicle is abandoned, a nuisance vehicle or in the case of a junked motor vehicle that the aesthetic benefits of removing the vehicle outweigh the burdens, such appeal shall be made to the Board of Adjustment in writing, heard at the next regularly scheduled meeting of the Board of Adjustment, and further proceedings to remove the vehicle shall be stayed until the appeal is heard and decided.

Section 7. Exceptions to prior notice requirement.

The requirement that notice be given prior to the removal of an abandoned, nuisance, or junked motor vehicle may, as determined by the authorized official, be omitted in those circumstances where there is a special need for prompt action to eliminate traffic obstructions or to otherwise maintain and protect the public safety and welfare. Such findings shall, in all cases, be entered by the authorized official in the appropriate daily records. Circumstances justifying the removal of vehicles without prior notice include:

(a) Vehicles abandoned on the streets. For vehicles left on the public streets and highways, the Town Council hereby determines that the immediate removal of such vehicles may be warranted when they are:

- (1) Obstructing traffic.
- (2) Parked in violation of an ordinance prohibiting or restricting parking.
- (3) Parked in a no-stopping or standing zone.
- (4) Parked in loading zones.
- (5) Parked in bus zones, or
- (6) Parked in violation of temporary parking restrictions.

(b) Other abandoned or nuisance vehicles. With respect to abandoned or nuisance vehicle left on town-owned property other than the streets or highways, and on private property, such vehicles may be removed without giving prior notice only in those circumstances where the authorized official finds a special need for prompt action to protect and maintain the public health, safety, and welfare. By way of illustration and not of limitation, such circumstances include vehicles blocking or obstructing ingress or egress to businesses and residences, vehicles parked in such location or manner as to pose a traffic hazard, and vehicles causing

damage to public or private property.

Section 8. Removal of vehicles; post-towing notice requirements.

Any abandoned, nuisance, or junked motor vehicle which has been ordered removed may, as directed by the Town, be removed to a storage garage or area by a tow truck operator or towing business contracted to perform such services for the Town. Whenever such a vehicle is removed, the authorized Town official shall immediately notify the last known registered owner of the vehicle with such notice to include the following:

- (1) The description of the removed vehicle;
- (2) The location where the vehicle is stored;
- (3) The violation with which the owner is charged, if any;
- (4) The procedure the owner must follow to redeem the vehicle; and
- (5) The procedure the owner must follow to request a probable cause hearing on the removal.

The Town shall attempt to give notice to the vehicle owner by telephone; however, whether or not the owner is reached by telephone, written notice, indicating the information set forth in subsections (1) through (5) above, shall also be mailed to the registered owner's last known address, unless this notice is waived in writing by the vehicle owner or his agent.

If the vehicle is registered in North Carolina, notice shall be given within twenty-four (24) hours. If the vehicle is not registered in the State, notice shall be given to the registered owner within seventy-two (72) hours from the removal of the vehicle.

Whenever an abandoned, nuisance, or junked motor vehicle is removed, and such vehicle has no valid registration or registration plates, the authorized Town official shall make reasonable efforts, including checking the vehicle identification number to determine the last known registered owner of the vehicle and to notify him of the information set forth in subsections (1) through (5) above.

Section 9. Right to probable cause hearing before sale or final disposition of vehicle.

After the removal of an abandoned vehicle, nuisance vehicle, or junked motor vehicle, the owner or any person entitled to possession is entitled to a hearing for the purpose of determining if probable cause existed for removing the vehicle. A request for hearing must be filed in writing with the county magistrate designated by the chief district court judge to receive such hearing requests. The Magistrate will set the hearing within seventy-two (72) hours of receipt of the request, and the hearing will be conducted in accordance with the provisions of G.S. 20-219.11, as amended.

Section 10. Redemption of vehicle during proceedings.

At any stage in the proceedings, including before the probable cause hearing, the owner may obtain possession of the removed vehicle by paying the towing fees, including any storage charges, or by posting a bond for double the amount of such fees and charges to the tow truck operator or towing business having custody of the removed vehicle. Upon regaining possession of a vehicle, the owner or person entitled to the possession of the vehicle shall not allow or engage in further violations of this Ordinance.

Section 11. Sale and disposition of unclaimed vehicle.

Any abandoned, nuisance, or junked motor vehicle which is not claimed by the owner or other party entitled to possession will be disposed of by the tow truck operator or towing business having custody of the vehicle. Disposition of such a vehicle shall be carried out in coordination with the Town and in accordance with Article 1 of Chapter 44A of the North Carolina General Statutes.

Section 12. Conditions on removal of vehicles from private property.

As a general policy, the Town will not remove a vehicle from private property if the owner, occupant or lessee of such property could have the vehicle removed under applicable State law procedures. In no case, will a vehicle be removed by the Town from private property without a written request of the owner, occupant or lessee, except in those cases where the vehicle is a nuisance vehicle or is a junked motor vehicle which has been ordered removed by the Town Code Administrator. The Town may require any person requesting the removal of an abandoned, nuisance, or junked motor vehicle from private property to indemnify the Town against any loss, expense or liability incurred because of the removal, storage, or sale thereof.

Section 13. Protection against criminal or civil liability.

No person shall be held to answer in any civil or criminal action to any owner or other person legally entitled to the possession of an abandoned, nuisance, or junked motor vehicle, for disposing of such vehicle as provided in this Ordinance.

Section 14. Exceptions.

Nothing in this Ordinance shall apply to any vehicle: (1) which is located in a bona fide "automobile graveyard" or "junkyard" as defined in N.C.G.S. 136-143, in accordance with the "Junkyard Control Act", N.C.G.S. 136-141, et seq., (2) which is in an enclosed building, (3) which is on the premises of a business enterprise being operated in a lawful place and manner, or (4) which is in an appropriate storage place or depository maintained in a lawful place and manner by the Town.

Section 15. Unlawful removal of impounded vehicle.

It shall be unlawful for any person to remove or attempt to remove from any storage facility designated by the Town, any vehicle which has been impounded pursuant to the provision of this Ordinance unless and until all towing and impoundment fees which are due, or bond in lieu of such fees, have been paid.

Page 7 of 8

Section 16. Alternative Remedies.

Nothing in this Ordinance nor any of its provisions shall be construed to impair or limit in any way the power of the Town to define and declare nuisances and to cause their removal or abatement by summary proceedings or otherwise nor shall enforcement of one remedy provided herein prevent the enforcement of any other remedy or remedies provided herein or in other ordinances or laws. In addition to the remedies provided for herein, any violation of the terms of this Ordinance shall subject the violator to the penalties and remedies, either criminal or civil or both, as set forth in the General Penalties Ordinance of the Town of Archer Lodge.”

Part 2. All ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

Part 3. This Ordinance shall become effective upon its adoption by the Town Council of the Town of Archer Lodge, North Carolina.

DULY ADOPTED this the ____ day of ____, 2016 with an effective date of ____, 2017 **WHILE IN REGULAR SESSION.**

TOWN OF ARCHER LODGE

(SEAL)
Michael A. Gordon, Mayor

ATTEST:

(SEAL)
Kim P. Batten, Town Clerk

6. TOWN ATTORNEY'S REPORT:

- a) In the absence of town Attorney Chip Hewett, Attorney Marcus Burrell stated that he had no report.

7. ADMINISTRATIVE CONSULTANT'S REPORT:

- a) No report from Mr. Gobble.

8. FINANCIAL/TOWN CLERK'S REPORT:

- a) **Statement of Revenues & Expenditures Ending 10/31/2016**

Ms. Batten shared with council a spreadsheet of the 2017 Budget vs. Actual revenues and expenditures for the General Fund and a bar graph. Currently,

she mentioned that the year-to-date revenues collected are 7.16% and expenditures are at 23.9%. She discussed that the fiscal year is 33% complete and revenues will rise as the ad valorem taxes become due and expenditures remain the same.

b) International Institute of Municipal Clerk (IIMC) Certification Course through UNC School of Government completed October 28, 2016

Ms. Batten reported that she graduated from the IIMC Course provided by the UNC School of Government on October 28, 2016 with Mayor Gordon attending the graduation ceremony. Also, she reminded Council of the municipal administration course (MAC) that she is currently taking and will be out of the office the rest of the week for the third session. Lisa will cover the office during in her absence. No sessions in December; however, beginning in January, there will be four more sessions to attend. Ms. Batten emphasized communicating to her by email should you have questions during that time.

- c)** In closing, Ms. Batten noted that auditor, Dale Place, stopped by town hall for additional materials relating to the audit and mentioned that his office was really swamped at this time but have 45 days beyond the October 31st deadline to submit the audit to the LGC before an amended contract is required. Mr. Gobble stated that the LGC is short staffed and maybe late getting the audit approval back to the town once submitted by auditors. Mr. Gobble added that hopefully Council will review in December with the final audit report in January.

Also, Mr. Gobble told Council that he is updating the Town's Personnel Policy in hopes to present at the January meeting as well.

9. PLANNING/ZONING REPORT:

- a)** Mr. Clark noted that Don Belk and Teresa Bruton did a good job preparing and submitting the grant application for the bicycle/pedestrian grant last week. Two communities in our region applied this year, Apex and Archer Lodge. Mr. Clark anticipates hearing something the first of the year and thanked council for their support. Grant can be put on the website for public to view.
-

- b)** Regarding the Echo Forest Subdivision, Mr. Clark stated that he met with the adjoining developer of North Lodge Subdivision to explore working together regarding existing streets and new streets being built. Complaint received regarding a stop sign being damaged and this information has been passed on to the contractor so they can handle getting a replacement.
-

- c)** Mr. Clark mentioned that the next planning board meeting is scheduled for Wednesday, November 16th at 7:00 p.m.
-

10. VETERAN'S COMMITTEE REPORT:

- a)** Mr. Jim Purvis reported the following:
1. Last meeting was October 25, 2016, 9 members attending
 2. Check balance is \$34,760.51
 3. The committee has a new email address:
alvetmemorialcommittee@gmail.com
 4. Letterhead created with the 501(c)(3) information and is waiting for approval
 5. Veteran's Memorial Day Observance was very well attended.

Pictures and video taken.

6. Next biscuit sale will be November 18, 2016

7. Next meeting is Tuesday, November 29, 2016 at the town hall and will be a combined meeting for November and December

11. MAYOR'S REPORT:

- a) Mayor Gordon informed Council that he met with Tanger Pratt, FEMA representative for Johnston County, regarding Hurricane Matthew. She provided much information and has been posted on our website in case citizens had damage and need assistance. He expressed the deadline to register for FEMA was before December 9, 2016. He further stated that if citizens have damage, they must first contact their Homeowner's Insurance before FEMA can step in.

In closing, Mayor added that FEMA has job opportunities in our area.

12. COUNCIL MEMBERS' REMARKS:
(non-agenda items)

- a) Council Member Wilson reminded Council that an alternate member from Council for TJCOG needed to be considered due to resignation of Council Member Vinson. He also recognized Connie and Mike Mulhollem for all their extensive work that they do for the Veteran's Committee as well as Sue and Ray Boyette. In closing, he mentioned that citizens had inquired about having Archer Lodge historical items of value and for future use.
-

- b) Council Member Castleberry mentioned the upcoming Johnston County Economic Development Board meeting is Wednesday, November 16, 2016 and also have an annual Christmas Business Breakfast on December 14, 2016 where they salute new and old businesses in the county. He also commended the Veteran's Committee on their Veteran's Day Ceremony. He further commented on growth in Johnston County as he learns from being a member on the Johnston County Economic Development Board.
-

- c) Council Member Jackson reminded everyone to be thankful during this upcoming holiday season and especially for our forefathers for the constitution that they wrote for this great nation. He added that a friend once told him that there are two documents that were inspired by God but written by man and that is the Bible and US Constitution.
-

- d) Mayor Pro-Tem congratulated the Archer Lodge Fire Department for another successful Halloweenie Roast on October 31, 2016. He added that it was an honor and a privilege to be a part of the Veteran's Day Observance at the Veteran's Memorial Service and was well attended.
-

- e) Mr. Gobble reminded the Mayor to inform everyone that the Christmas Appreciation Celebration over at the Community Center would follow the December Regular Council meeting. Also, Mayor Gordon mentioned that the Dedication of Council Chambers would take place at the December meeting and plans to appreciate Council Member Vinson would take place at the Christmas Appreciation Celebration. In closing, Mayor stated the possibility that council pictures will be taken in December before the council meeting.
-

13. ADJOURNMENT:

- a) No Further Business

Moved by: Council Member Wilson
Seconded by: Mayor Pro Tem Mulhollem

Meeting Adjourned at 7:17 p.m.

CARRIED UNANIMOUSLY

Michael A. Gordon, Mayor

Kim P. Batten, Town Clerk

Office of
County Commissioners
(919) 989-5100
FAX (919) 989-5179

Paula G. Woodard, Clerk

Johnston County
POST OFFICE BOX 1049
SMITHFIELD, N.C. 27577

Jeffrey P. Carver, Chairman
Ted G. Godwin, Vice Chairman
Cookie Pope
Allen L. Mims, Jr.
Chad M. Stewart
Keith Branch
Larry Wood

December 21, 2016

Ms. Kim Batten
Town Clerk
Town of Archer Lodge
kim.batten@townofarcherlodge.com
14094 Buffalo Road
Clayton, NC 27527

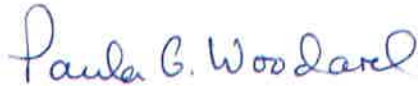
Dear Ms. Batten:

As you may know, Johnston County has an Economic Development Advisory Board that consists of 14 members (one position for each of the eleven municipalities and three at-large positions) that are appointed by the Johnston County Board of Commissioners. Presently, the position representing the Archer Lodge area is up for consideration. This position is currently held by Mr. Clyde Castleberry who has reapplied for another term. No additional applications were received for this position.

The Johnston County Board of Commissioners feel that it is important the municipalities have input with regards to the selection of a representative on the Economic Development Advisory Board, for their respective areas. To that end, the Johnston County Board of Commissioners would appreciate the Town Council, at their next scheduled meeting, discussing the open position and making a recommendation on the applicant enclosed or any other individual they feel would be a good candidate for the open position.

Thank you for your assistance in this matter and please do not hesitate to contact me if you have any questions.

Sincerely,



Paula G. Woodard
Clerk to the Board

Attachment

NOTIFICATION OF INTEREST TO SERVE ON AN APPOINTED BOARD
(APPLICATION)

BOARD: Johnston County Economic Development
NAME: Clyde Castleberry
ADDRESS: 1899 Castleberry Rd. Clayton, N.C. 27527
TELEPHONE: 919-359-0697 (HOME) 336-542-6516 (WORK)
PRESENT OCCUPATION: Petroleum manager @ Hiko Transport
YEARS OF FORMAL EDUCATION: 13

CIVIC AND FRATERNAL ORGANIZATIONS IN WHICH YOU HAVE PARTICIPATED:

retired Archer Lodge Fire Dept., former BOD for Fire Dept., Archer Lodge
Community Center, Gitan Club, Jayce's, White Oak Baptist Church
Beacon Baptist Church, Incorporation Committee, 3rd term on Town
of Archer Lodge Town Council, member of N.C. Petroleum Institute

PLEASE TELL WHY YOU WOULD LIKE TO SERVE ON THE ABOVE BOARD:

I have served a couple terms already and enjoy working
with people all over the county to help bring jobs and
people to JOCO. I have learned a lot from being on this
board and have seen to JOCED growth with resources. Thanks
DATE: 12-11-2016 SIGNATURE: Clyde Castleberry CBC

FOR OFFICE USE ONLY:

DATE RECEIVED: _____

DATE FORWARDED TO COUNTY COMMISSIONERS: _____



TRIANGLE J COUNCIL OF GOVERNMENTS

World Class Region

MEMORANDUM

December 12, 2016

TO: Commission Chairmen, Mayors, Managers and Clerks
Member Local Governments

FROM: Lee Worsley, Executive Director

SUBJECT: *Confirmation of Delegates*

Now that the 2016 local elections are complete and most jurisdictions are conducting organizational meetings for the coming term of their respective boards, the Triangle J Council of Governments wishes to update and confirm its Board of Delegates roster.

The Board of Delegates is the governing body of your Council of Governments; therefore, it is very important the board be properly constituted in order for Triangle J to conduct its business on behalf of the region. Attached you will find a copy of the current listing for the Board of Delegates. It is requested that you confirm or update your local government's appointments to the board, including alternates, in order that Triangle J's records may be accurate. Should there be a vacancy in either the delegate or alternate delegate position, it is requested that your board or council take appropriate action to name a member of your governing body to such position(s).

Attached is a document to provide additional guidance as you consider appointments to the Board of Delegates. Among other things, this document outlines the responsibilities and roles of the delegate and alternate delegate. A copy of the 2017 Board of Delegates/Executive Committee meeting schedule is also attached.

Triangle J will be addressing many significant regional issues during the upcoming year and it is important that each member government have a delegate at the table. Accordingly, your attention to this matter at your earliest convenience is greatly appreciated. Please reply to Renée Boyette at rboyette@tjcog.org or (919) 558-9403 on or before January 11th in order to facilitate follow up for the Council's January 25th meeting and delegate orientation.

Thank you for your time and attention to these important details associated with the Board of Delegates. Feel free to give me a call at (919) 558-9395, or e-mail me at lworsley@tjcog.org should you have any questions or need assistance.

Attachments

cc: Ed Harrison, Chairperson, Triangle J Council of Governments



TRIANGLE J COUNCIL OF GOVERNMENTS

World Class Region

APPOINTING YOUR TRIANGLE J DELEGATE AND ALTERNATE

With the many appointments that local governments must make each year, it's easy to lose sight of the particulars of each. As you consider the coming year's appointments for your Triangle J Delegates and Alternates, here are a few points to keep in mind:

The Delegate you appoint is your voting member on the Board of Delegates – your voice is only heard on Board decisions when your Delegate (or Alternate Delegate) is present for the vote.

The Delegate you appoint should be willing to regularly attend and participate in all scheduled meetings of the Board of Delegates. Seven Board meetings are scheduled each year, typically on the fourth Wednesday of January, March, May, June, August, October, and November. Delegates should plan on two and one-half hours for each meeting, 5:30 p.m. until 8:00 p.m.

Certain Delegates have additional responsibilities as members of the Executive Committee.

The Delegate appointed from each county government also serves on the Executive Committee, along with one municipal delegate from each county. The Executive Committee meets in February, April, September, and December, on the same fourth Wednesday schedule, from 6:00 p.m. until 8:00 p.m. Delegates who also serve on the Executive Committee should be willing to commit to 11 meetings each year. (Neither group meets in July.)

The Delegate you appoint should prepare to participate by reviewing the agenda and background materials in advance. The agenda packet is posted on our Website and emailed to delegates and alternate delegates prior to the meeting.

Appoint an Alternate Delegate to stand in for your Delegate when they are unavailable, to preserve your vote on Board of Delegates business. Alternate Delegates are invited to attend all Board of Delegates meetings, but may only vote when the Delegate is not present.

If the Delegate cannot attend, they should notify the Alternate Delegate (provided that one is appointed) to attend in their place.

The Delegate you appoint should report back to their board or council colleagues about the business conducted at the meetings. Our "After Action Report," sent to Delegates and Alternates by e-mail following each meeting, is an easy and convenient way for them to share this information.

A good prospect to become a Delegate is someone who is interested in regional collaboration, or who has a particular interest in aging issues, shared services, long-range planning and/or environmental issues, including water quality and supply, since these topics are frequently discussed at the meetings.

If you or your potential appointees have any questions as you consider your appointments, please feel free to contact Renée Boyette, Assistant to Executive Director, at rboyette@tjcog.org or 919.558.9403.

www.tjcog.org

919.549.0551

Fax: 919.549.9390

4307 Emperor Boulevard, Suite 110, Durham, NC 27703



TRIANGLE J COUNCIL OF GOVERNMENTS

World Class Region

2017 Calendar of Meetings TJCOG Board of Delegates and Executive Committee

Date	Meeting
January 25, 2017	Board of Delegates
February 22, 2017	Executive Committee
March 22, 2017	Board of Delegates
April 26, 2017	Board of Delegates
May 24, 2017	Board of Delegates
June 28, 2017	Executive Committee
July 2017	No Meeting
August 23, 2017	Board of Delegates
September 27, 2017	Executive Committee
October 25, 2017	Board of Delegates
November 15, 2017	Board of Delegates
December 20, 2017	Executive Committee

Board of Delegates: Informal discussion and dinner available at 5:30 p.m.; business meeting begins at 6:15 p.m.

Executive Committee: Dinner available at 6:00 p.m.; business meeting begins at 6:15 p.m.

Meetings are generally held on the fourth Wednesday of each month in either the TJCOG Large Conference Room (BOD), or Executive Conference Room (EC). The November and December meeting schedule has been adjusted due to the holidays.

Presented August 24, 2016

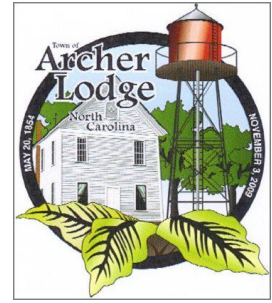
Triangle J Board of Delegates
CY 2016

<u>JURISDICTION</u>	<u>DELEGATE*</u>	<u>ALTERNATE</u>
Chatham County	Jim Crawford	Diana Hales
Goldston	Tim Cunnup	
Pittsboro	Pamela Baldwin	Michael Fiocco
Siler City	Lewis Fadely	Bill Haiges
Durham County	Fred Foster, Jr.	Wendy Jacobs
Durham	Eddie Davis	Charlie Reece
Johnston County	Ted Godwin	DeVan Barbour
Archer Lodge	Mark Wilson	Carlton Vinson
Benson	William Massengill	Frederick Nelson
Clayton	Butch Lawter	Jason Thompson
Kenly	Jimmy Little	
Princeton	Donald Rains	David Starling
Selma	Cheryl Oliver	William Overby
Smithfield	Roger Wood	Travis Scott
Lee County	Tim Sloan	Amy Dalrymple
Broadway	Tommy Beal	Donald Andrews
Sanford	Rebecca Wyhof	Chet Mann
Cameron	Jamie Oakley	Michael Thomason
Carthage	Marc Phillips	George H. Wilson, Jr.
Robbins	Lonnie English	Nikki Green
Orange County	Penny Rich	Earl McKee
Carrboro	Bethany Chaney	
Chapel Hill	Ed Harrison	Jessica Anderson
Hillsborough	Kathleen Ferguson	Tom Stevens
Wake County	Sig Hutchinson	James West
Apex	Bill Jensen	Nicole Dozier
Cary	Jennifer Robinson	Lori Bush
Fuquay-Varina	Marilyn Gardner	Jason Wunsch
Garner	Ken Marshburn	Ronnie Williams
Holly Springs	Linda Hunt Williams	Hank Dickson
Knightdale	James Roberson	Randy Young
Morrisville	Vicki Scroggins-Johnson	Satish Garimella
Raleigh	Bonner Gaylord	Corey Branch
Rolesville	Ronnie Currin	Frank Eagles
Wake Forest	Greg Harrington	Brian Pate
Wendell	Jon Lutz	John Boyette
Zebulon	Glenn York	Beverly Wall Clark

Bold indicates Executive Committee members.

FY 2016 – 2017 Officers

Chairman	Ed Harrison
1 st Vice-Chair	Vacant
2 nd Vice-Chair	Ronnie Currin
Secretary/Treasurer	Rebecca Wyhof



MEMO

TO: Mike Gordon, Mayor
Town Council members

FROM: Donald R. Belk, AICP *Donald R Belk*
Senior Planner

SUBJECT: Schedule Public Hearing to consider subdivision ordinance text amendments to Section 18-224, Lot arrangement; Section 18-226, Access and circulation; and Section 18-229, Public water and sewer systems; and zoning ordinance text amendments to Section 14-6, Definitions

DATE: January 3, 2017

Action Requested: Set a public hearing for 7:00 PM, February 6, 2017 in consideration of zoning ordinance and subdivision ordinance text amendments to the above referenced sections.

Background: Town planning staff has worked with the Planning Board since June 2016 to revise sections of the Subdivision Ordinance to clarify rules pertaining to pavement depth, street access, requirements for sidewalks, block length and cul-de-sacs, fire defense, and to provide more precise definitions for street types.

The Planning Board recommended approval of the subject text amendments. A summary table of the recommended amendments is attached for the Town Council's information. These recommended amendments can be discussed in depth at the Town Council Work Session on January 17, 2017.

Next Steps: With Council approval, staff will properly advertise a Notice of Public Hearing.

TOPIC	ACTION	COMMENTS
PAVEMENT DEPTH	Revise Section 18-226 A(b)(i)	Requires minimum of 2 inches Asphalt Concrete Surface Course on all new subdivision roads.
ACCESS REQUIREMENTS	Revise sub-Section A(e) (i) through (iv); add new sub-Sections A(e)(v) and (vi)	Specifics when additional full service access points are required.
SIDEWALKS (When Required)	Revise sub-Section A(g) (ii) and (iii)	Requires maximum 15' public access easement; requires sidewalks at the discretion of the Planning Board in certain situations.
CUL-DE-SACS	Add new sub-Section A(c)	Sets maximum length of cul-de-sac streets for subdivisions with lot sizes >20,000 SF at 1,000 ft; with lot sizes <20,000 SF at 700 ft.
BLOCK LENGTH	Add new Section 18-224 B	Blocks shall not exceed 1,500 ft in length; requires pedestrian connections in blocks and cul-de-sacs in certain cases.
FIRE DEFENSE	Revise Section 18-229 B and add new sub-Section B	Sets maximum distance between fire hydrants at 500' unless otherwise approved by Johnston County Fire Marshal.
STREETS (Defined)	Consider revising Archer Lodge street definitions (Section 14.6) to more precise definitions, such as: <i>Major/Minor Thoroughfare</i> <i>Commercial Street</i> <i>Collector Street</i> <i>Residential Collector Street</i> <i>Residential Street,</i> <i>Cul-de-Sac</i> <i>Alley</i> <i>Frontage Road</i> Currently, Archer Lodge Streets are defined as Arterial, Collector, Local, Private, Public.	(See Town of Clayton, Article 6, p. 5 of 19, § 155-602D – Street Types)



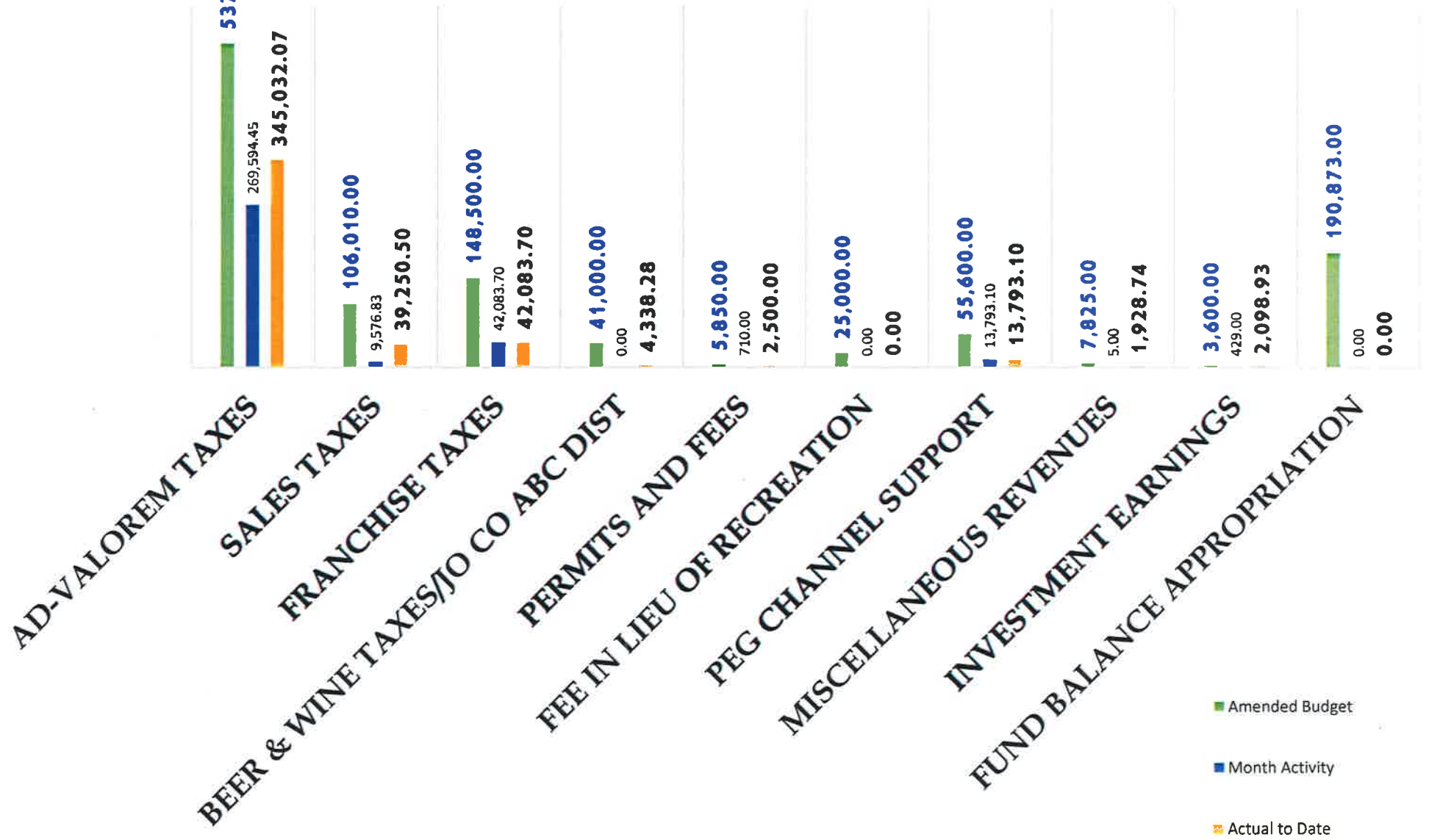
**TOWN OF ARCHER LODGE
FINANCIAL SUMMARY REPORT
FOR MONTH ENDING
DECEMBER 31, 2016**

GENERAL FUND				
REVENUES	BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
AD-VALOREM TAXES	537,224.00	269,594.45	345,032.07	64.22%
SALES TAXES	106,010.00	9,576.83	39,250.50	37.03%
FRANCHISE TAXES	148,500.00	42,083.70	42,083.70	28.34%
BEER & WINE TAXES/JO CO ABC DIST	41,000.00	0.00	4,338.28	10.58%
PERMITS AND FEES	5,850.00	710.00	2,500.00	42.74%
FEE IN LIEU OF RECREATION	25,000.00	0.00	0.00	0.00%
PEG CHANNEL SUPPORT	55,600.00	13,793.10	13,793.10	24.81%
MISCELLANEOUS REVENUES	7,825.00	5.00	1,928.74	24.65%
INVESTMENT EARNINGS	3,600.00	429.00	2,098.93	58.30%
FUND BALANCE APPROPRIATION	190,873.00	0.00	0.00	0.00%
	1,121,482.00	336,192.08	451,025.32	40.22%
EXPENDITURES	BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	37,355.00	4,292.95	19,837.97	53.11%
ADMINISTRATION	200,227.00	18,011.88	93,266.96	46.58%
JO CO TAX COLLECTION FEES	13,900.00	6,610.16	8,070.21	58.06%
LEGAL	19,500.00	907.50	3,712.50	19.04%
PROPERTY TAXES	130.00	0.00	38.68	29.75%
PUBLIC BUILDINGS	100,053.00	1,732.14	79,001.09	78.96%
PEG MEDIA PARTNERS	55,600.00	13,793.10	13,793.10	24.81%
PUBLIC SAFETY	238,000.00	92,217.37	118,845.77	49.94%
TRANSPORTATION-PUBLIC WORKS	46,884.00	456.11	2,850.11	6.08%
PLANNING & ZONING	92,130.00	6,237.20	42,260.38	45.87%
CULTURAL & RECREATION	64,000.00	0.00	27,500.00	42.97%
DEBT SERVICES	45,838.00	0.00	0.00	0.00%
TRANSFER TO CAP RESERVE	50,000.00	0.00	0.00	0.00%
TRANSFER TO PARK RESERVE	157,865.00	39,444.24	106,335.61	67.36%
	1,121,482.00	183,702.65	515,512.38	45.97%
Y-T-D GENERAL FUND INCREASE (DECREASE)		152,489.43	(64,487.06)	


FINANCE MANAGER

50% thru
FY 2017

FY 2017 BUDGET VS ACTUAL REVENUES



■ Amended Budget
■ Month Activity
■ Actual to Date

**FY 2017 BUDGET VS. ACTUAL
EXPENDITURES**

