



Town of Archer Lodge

AGENDA

Regular Council Meeting

Monday, December 5, 2022 @ 6:30 PM

Jeffrey D. Barnes Council Chambers

NCGS § 143-318.17. Disruptions of official meetings.

A person who willfully interrupts, disturbs, or disrupts an official meeting and who, upon being directed to leave the meeting by the presiding officer, willfully refuses to leave the meeting is guilty of a Class 2 misdemeanor.

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:
07 June 2021 Regular Council Meeting Minutes
[Regular Council - Monday, 07 Jun 2021 - Minutes - Pdf](#)
[Regular Council - Monday, 07 Jun 2021 - Minutes - Html](#)

5. RECOGNITION:

- 5.a. Outgoing Planning Board and Board of Adjustment Member ~ Neal Thompson

6. ORGANIZATIONAL ITEMS:

- 6.a. Administration of Oath of Assistant Town Administrator/Finance Officer Kim P. Batten by Mayor Matthew B. Mulhollem

- 6.b. Administration of Oath of Planning Board and Board of Adjustment Member(s) by Mayor Matthew B. Mulhollem
- Teresa J. Romano
 - Hearbert A. Locklear

7. TOWN ATTORNEY'S REPORT:

8. TOWN ADMINISTRATOR'S REPORT:

- 8.a. Archer Lodge Town Park Update

9. ASSISTANT TOWN ADMINISTRATOR/FINANCE OFFICER'S REPORT:

- 47 - 49 9.a. Interim Financial Reports for October 2022
[OCTOBER 2022 - ALL FUNDS](#)
[OCTOBER 2022 - YTD COMP](#)

10. HUMAN RESOURCES/TOWN CLERK'S REPORT:

- 10.a. Parks & Recreation Director Update
10.b. 2022 UNC School of Government Annual New Clerks Institute & Annual Master Clerks Academies for City and County Clerks Update

11. PLANNING/ZONING REPORT:

- 50 - 52 11.a. Introduction of Brandon Emory, Interim Town Planner
11.b. Code Enforcement, Chris Curry
[Monthly Report Archer Lodge - 12.05.22](#)

12. MAYOR'S REPORT:

13. COUNCIL MEMBERS' REMARKS: (town related; non-agenda items)

14. PRESENTATION:

15. ADJOURNMENT:



Regular Council - Minutes Monday, June 7, 2021

COUNCIL PRESENT:

Mayor Mulhollem
Mayor Pro Tem Castleberry
Council Member Bruton
Council Member Purvis
Council Member Wilson

STAFF PRESENT:

Mike Gordon, Town Administrator
Marcus Burrell, Town Attorney
Julie Maybee, Town Planner
Kim P. Batten, Finance Officer/Town Clerk

COUNCIL ABSENT:

Council Member Jackson

GUEST PRESENT:

Chad Meadows, AICP, Code Wright Planners

1. WELCOME/CALL TO ORDER:

a) Invocation

Mayor Mulhollem called the meeting to order at 6:32 p.m. in the Jeffrey D. Barnes Council Chambers located at 14094 Buffalo Road, Archer Lodge, NC and declared a quorum present. Mayor Pro Tem Castleberry offered the invocation.

b) Pledge of Allegiance

Mayor Mulhollem 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 Purvis

Approved Agenda.

CARRIED UNANIMOUSLY

3. VIRTUAL PRESENTATION:

a) **Audit Presentation for Fiscal Year Ending June 30, 2020** ~ Mr. Dale Place of May & Place, PA

Mr. Place was delighted to appear before the Town Council using a virtual platform. He presented highlights of the Audit for Fiscal Year ending June 30, 2020, and referenced a few pages within the Audit Report especially page 21.

Page 21 of Audit Report for Period Ending June 30, 2020 appears as follows:

Exhibit 4					
Town of Archer Lodge, North Carolina					
Statement of Revenues, Expenditures, and Changes in Fund Balances					
Governmental Funds					
For the Year Ended June 30, 2020					
	Major Funds			Total Non-Major Funds	Total Governmental Funds
	General Fund	Capital Reserve Fund	Park Reserve Fund	Public Safety Reserve Fund	
REVENUES					
Ad valorem taxes	\$ 839,507	\$ -	\$ -	\$ -	\$ 839,507
Unrestricted intergovernmental	434,053	-	-	-	434,053
Restricted intergovernmental	54,705	-	-	-	54,705
Permits and fees	25,310	-	-	-	25,310
Investment earnings	13,436	6,713	3,508	4,355	28,012
Miscellaneous	5,562	-	-	-	5,562
Total revenues	1,372,573	6,713	3,508	4,355	1,387,149
EXPENDITURES					
Current:					
General government	412,368	-	-	-	412,368
Public Safety	335,684	-	-	-	335,684
Transportation	43,010	-	-	-	43,010
Economic and physical development	138,994	-	-	-	138,994
Culture and recreation	40,150	-	-	-	40,150
Debt service:					
Principal	110,333	-	-	-	110,333
Interest and other charges	34,911	-	-	-	34,911
Capital outlay	-	-	-	-	-
Total expenditures	1,115,450	-	-	-	1,115,450
Excess (deficiency) of revenues over expenditures	257,123	6,713	3,508	4,355	244,599
OTHER FINANCING SOURCES (USES)					
Transfer from other funds	67,919	25,000	131,484	25,000	276,503
Transfer to other funds	(181,484)	-	(93,100)	-	(276,503)
Total other financing sources(uses)	(113,565)	25,000	38,384	25,000	-
Net change in fund balance	143,558	31,713	41,892	29,355	244,599
Fund balances, beginning	1,067,708	476,782	268,934	300,515	2,114,937
Fund balances, ending	\$ 1,211,266	\$ 508,495	\$ 310,826	\$ 329,870	\$ 2,360,556

The notes to the financial statements are an integral part of this statement.

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He noted that the governmental funds (General, Capital Reserve, Park Reserve and Public Safety Reserve Funds) reported an increase of \$244,599 in their combined balances and the Town's total net position with regards to assets and liabilities increased by \$336,528. He complimented the staff for

their assistance during the audit process. Please contact Ms. Batten should you have any questions, and she can contact me. No discussion followed.

4. OPEN FORUM/PUBLIC COMMENTS:
(Maximum of 30 minutes allowed; 3 minutes per person)

- a) **No Public Comments.**
-

5. CONSENT AGENDA:

- a) **Approval of Minutes:**
01 Mar 2021 Regular Council Meeting Minutes
05 Apr 2021 Regular Council Meeting Minutes

No changes or additions noted.

Moved by: Council Member Wilson

Seconded by: Mayor Pro Tem Castleberry

Approved Agenda.

CARRIED UNANIMOUSLY

6. PUBLIC HEARINGS, DISCUSSION AND POSSIBLE ACTION ITEMS:

- a) **Discussion and Consideration of Adopting a Budget Amendment for Fiscal Year Ending June 30, 2021 (BA 2021 03)**

Ms. Batten explained that Budget Amendment (BA 2021 03) was the final amendment for the year and is typically a "clean-up" amendment to appropriate or re-appropriate unanticipated revenues and expenditures as recorded.

Mayor opened the floor for discussion. Having no discussion, Mayor Mulhollem called for a motion.

The Approved Budget Amendment (BA 2021 03) appears as follows:

Town of Archer Lodge
Fiscal Year Ending June 30, 2021

BA 2021 03

Budget Amendment # BA 2021 03
Date: 07-Jun-21

General Fund/Capital Reserve Fund/Park Reserve Fund/Public Safety Reserve Fund

Account	Account Number	Budget	Amendment	Amended Budget
Revenues:				
Gen: 2020 Property Taxes	10-3120-0000	748,000.00	5,000.00	753,000.00
Gen: 2020 Vehicle Taxes	10-3120-0120	111,000.00	3,000.00	114,000.00
Gen: Article 39 1% Sales Tax	10-3239-0000	75,000.00	40,000.00	115,000.00
Gen: Article 40 1/2% Sales Tax	10-3240-0000	45,000.00	28,000.00	73,000.00
Gen: Article 42 1/2% Sales Tax	10-3242-0000	35,000.00	25,000.00	60,000.00
Gen: Article 44 NCOS 105-524 Sales Tax	10-3244-0524	9,500.00	3,000.00	12,500.00
Gen: ABC Profits Johnston County	10-3337-0000	27,000.00	8,000.00	35,000.00
Gen: Permits and Fees	10-3340-0000	5,000.00	4,000.00	9,000.00
Gen: Fee in Lieu of Recreation	10-3345-0000	30,000.00	10,000.00	40,000.00
Gen: Investment Earnings	10-3831-0000	3,000.00	1,000.00	4,000.00
Cap Res: Investment Earnings	30-3900-0000	1,500.00	300.00	1,800.00
Cap Res: Transfer from General Fund 10	30-3900-3910	-	50,000.00	50,000.00
Park Res: Investment Earnings	31-3831-0000	800.00	300.00	1,100.00
Park Res: Transfer from General Fund 10	31-3900-3910	145,000.00	11,000.00	156,000.00
Pub Safety Res: Investment Earnings	32-3831-0000	1,000.00	250.00	1,250.00
Pub Safety Res: Transfer from General Fund 10	32-3900-3910	25,000.00	25,000.00	50,000.00
Total Increase (Decrease) in Revenues			213,850.00	
Expenditures:				
Gen/Gov Body: Town's Annual Events	10-4110-3160	4,000.00	1,000.00	5,000.00
Gen/Admin: NC 401.4	10-4120-1840	6,500.00	500.00	7,000.00
Gen/Admin: Dues & Subscriptions	10-4120-4000	1,500.00	500.00	2,000.00
Gen/Admin: Equipment Lease	10-4120-4200	3,300.00	1,000.00	4,300.00
Gen/Tax Collection Fees (NC & JoCo)	10-4140-4950	25,000.00	1,000.00	26,000.00
Gen/Legal: Attorney Fees	10-4150-1920	14,750.00	750.00	15,500.00
Gen/Public Buildings: Supplies-Buildings	10-4190-2000	2,500.00	500.00	3,000.00
Gen/Public Buildings: Contracted Services	10-4190-3500	25,500.00	500.00	26,000.00
Gen/Public Buildings: Veterans Memorial	10-4190-5200	1,500.00	500.00	2,000.00
Gen/Public Safety: ALFD	10-4300-3500	340,000.00	5,000.00	345,000.00
Gen/Public Works: Supplies-Public Works	10-4510-2000	-	250.00	250.00
Gen/Planning/Zoning: Medical/Dental/Vision	10-4910-1830	3,500.00	1,500.00	5,000.00
Gen/Parks & Rec: Professional Services	10-6120-1900	17,000.00	13,000.00	30,000.00
Gen/Parks & Rec: Supplies-Parks & Rec	10-6120-2000	-	15,000.00	15,000.00
Gen/Interfund Transfers: Transfer to Capital Res Fund 30	10-9900-0030	-	50,000.00	50,000.00
Gen/Interfund Transfers: Transfer to Park Res Fund 31	10-9900-0031	145,000.00	11,000.00	156,000.00
Gen/Interfund Transfers: Transfer to Public Safety Res Fund 31	10-9900-0032	25,000.00	25,000.00	50,000.00
Cap Res: Transfer to General Fund 10	30-3900-0010	1,500.00	50,300.00	51,800.00
Park Res: Transfer to Archer Lodge Town Park Fund 41	31-3900-0041	81,000.00	11,300.00	92,300.00
Pub Safety Res: Public Safety Development	32-4500-5500	26,000.00	23,250.00	52,250.00
Total Increase (Decrease) in Expenditures			213,850.00	
			0.00	

Justification for Budget Amendment:
To appropriate or reappropriate unanticipated revenues and expenditures as recorded.

Adopted this 7th day of June 2021

ATTEST:
Kim P. Batten, Town Clerk

Matthew B. Mulhollen, Mayor

Michael A. Gordon, Budget Officer

Moved by: Council Member Wilson
Seconded by: Council Member Purvis
Adopted Budget Amendment for Fiscal Year Ending June 30, 2021 (BA 2021 03).

CARRIED UNANIMOUSLY

b) PUBLIC HEARING - Proposed Annual Budget Ordinance for Fiscal Year 2021-2022

1. **Open Public Hearing**
2. **Public Comments**
3. **Close Public Hearing**

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1. Mayor Mulhollem asked for a motion to **Open the Public Hearing.**
 2. Mayor Mulhollem asked if there were any **Public Comments.**
There were no public comments.
 3. Mayor Mulhollem asked for a motion to **Closed the Public Hearing.**

Moved by: Council Member Bruton

Seconded by: Mayor Pro Tem Castleberry

Approved to Open the Public Hearing at 7:00 p.m.

CARRIED UNANIMOUSLY

Moved by: Council Member Wilson

Seconded by: Mayor Pro Tem Castleberry

Approved to Close the Public Hearing at 7:01 p.m.

CARRIED UNANIMOUSLY

c) Discussion and Consideration of Adopting the Annual Budget Ordinance for Fiscal Year 2021-2022

Mayor Mulhollem opened the floor for discussion. Council Member Bruton commended Staff for their preparation of the budget, Mayor Mulhollem agreed. Having no further discussion, mayor Mulhollem called for a motion to adopt the Annual Budget Ordinance for Fiscal Year 2021-2022 as presented.

Adopted Annual Budget Ordinance for Fiscal Year ending June 30, 2022 appears as follows:

Town of Archer Lodge, North Carolina

ANNUAL BUDGET ORDINANCE

Fiscal Year July 1, 2021 to June 30, 2022

BE IT ORDAINED by the Town Council of the Town of Archer Lodge, Johnston County, North Carolina, pursuant to §159-7 thru §159-17, that: (1) the sum of estimated net revenues and appropriated fund balance in each fund shall be equal to expenditures in each fund for Fiscal Year 2021~2022; and (2) departmental expenditures for the fiscal year shall not exceed the estimated departmental totals as depicted below and on the following pages: General Fund 10 = \$1,659,545; Capital Reserve Fund 30 = \$95,000; Park Reserve Fund 31= \$136,200; and Public Safety Reserve Fund 32 = \$26,750; all funds totaling a **Budget Ordinance of \$1,917,495**; and (3) Revenues from the Ad Valorem Property Tax shall be levied in the amount of **\$0.22 per \$100 evaluation** consisting of \$0.09 Archer Lodge Fire District Tax (appropriated in Public Safety for the Archer Lodge Fire Department), \$0.03 Park Reserve Fund 31 Designation and General Fund 10 receiving the balance of \$0.10.

General Fund 10

General Fund 10 Revenues:

	<u>Amount</u>
Ad-Valorem Property Taxes	\$ 862,000
State Sales Tax Distributions	255,800
Unrestricted Intergovernmental Revenues	198,500
Restricted Intergovernmental Revenues	52,250
Permits and Fees	6,100
Fee in Lieu of Recreation	15,000
Investment Earnings	4,000
Transfers in from Capital Reserve, Park Reserve & Public Safety Reserve Funds	183,750
General fund Balance Appropriated	<u>82,145</u>

Total Revenues

\$ 1,659,545

General Fund 10 Expenditures:

General Government	\$ 652,565
Public Safety	380,250
Transportation/Streets - Public Works	47,600
Planning and Zoning	181,445
Parks and Recreation	71,700
Debt Service	140,985
Interfund Transfers to Cap Res Fund, Park Res Fund & Public Safety Res Fund	<u>185,000</u>

Total Expenditures

\$ 1,659,545

Revenues Over (Under) Expenditures

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Town of Archer Lodge, North Carolina
ANNUAL BUDGET ORDINANCE
Fiscal Year July 1, 2021 to June 30, 2022

Capital Reserve Fund 30	
	Amount
Capital Reserve Fund 30 Revenues:	
Investment Earnings	1,800
Total Revenues	\$ 1,800
Capital Reserve Fund 30 Expenditures:	
N/A	
Total Expenditures	\$ -
Revenues Over (Under) Expenditures	\$ 1,800
Interfund Transfers:	
Capital Reserve Fund Balance Appropriation	\$ 68,200
Transfer from General Fund 10	\$ 25,000
Transfer to General Fund 10	\$ (95,000)
Total Other Financing Sources (Uses):	\$ (1,800)
Total Revenues Over (Under) Expenditures and Other Financing Sources (Uses)	\$ -

Town of Archer Lodge, North Carolina
ANNUAL BUDGET ORDINANCE
Fiscal Year July 1, 2021 to June 30, 2022

Park Reserve Fund 31			Amount
Park Reserve Fund 31 Revenues:			
Investment Earnings			1,200
Total Revenues			<u>\$ 1,200</u>
Park Reserve Fund 31 Expenditures:			
Recreation Development			-
Total Expenditures			<u>\$ -</u>
Revenues Over (Under) Expenditures			<u>\$ 1,200</u>
Interfund Transfers:			
Transfer from General Fund 10	\$0.03 Tax/Fees-in-Lieu	\$	135,000
Transfer to General Fund 10	Loan Payment	\$	(62,000)
Transfer to Archer Lodge Town Park Fund 41		\$	(74,200)
Total Other Financing Sources (Uses):		\$	<u>(1,200)</u>
Total Revenues Over (Under) Expenditures and Other Financing Sources (Uses)		\$	<u>-</u>

Town of Archer Lodge, North Carolina
ANNUAL BUDGET ORDINANCE
Fiscal Year July 1, 2021 to June 30, 2022

Public Safety Reserve Fund 32	
	Amount
Public Safety Reserve Fund 32 Revenues:	
Investment Earnings	\$ 1,300
Total Revenues	\$ 1,300
Public Safety Reserve Fund 32 Expenditures:	
Public Safety Development	-
Total Expenditures	\$ -
Revenues Over (Under) Expenditures	\$ 1,300
Interfund Transfers:	
Public Safety Reserve Fund Balance Appropriation	\$ 450
Transfer from General Fund 10	\$ 25,000
Transfer to General Fund 10	\$ (26,750)
Total Other Financing Sources (Uses):	\$ (1,300)
Total Revenues Over (Under) Expenditures and Other Financing Sources (Uses)	\$ -

DULY ADOPTED THIS 7TH DAY OF JUNE 2021

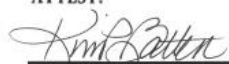
TOWN OF ARCHER LODGE


Matthew B. Mulhollem, Mayor


Michael A. Gordon, Budget Officer



ATTEST:


Kim P. Batten, Town Clerk

Moved by: Council Member Wilson
Seconded by: Council Member Purvis

Adopted the Annual Budget Ordinance for Fiscal Year ending June 30, 2022.

CARRIED UNANIMOUSLY

- d) **PUBLIC HEARING - Ordinances Amending The Code of Ordinances, Town of Archer Lodge, NC**
- **Repeal Code of Ordinances Chapter 2. Administration, Article II. Boards and Commissions and Chapter 30. Zoning and Subdivisions.**
 - **Adopt and Amend Chapter 30 Unified Development Ordinance containing the following Articles:**
 - **General Provisions**
 - **Authorities**

-
- **Procedures**
 - **Zoning Districts**
 - **Use Regulations**
 - **Development Standards**
 - **Subdivisions**
 - **Nonconformities**
 - **Enforcement**
 - **Measurement and Definitions**
 - **Appendix**

1. **Open Public Hearing**
2. **Staff Report and Planning Board Recommendations**
3. **Public Comments**
4. **Close Public Hearing**
5. **Governing Body**
 - **Discussion and Consideration of the Consistency Statement**
 - **Discussion and Consideration of Adopting Ordinance# AL2021-06-1 Amending Code of Ordinances, Repeal Chapter 2, Article II, and Chapter 30, and Adopt and Amend Chapter 30 - Unified Development Ordinance**

1. Mayor Mulhollem called for a motion to **Open the Public Hearing.**

2. Staff Report and Planning Board Recommendations

Ms. Maybee read the Staff Report and Planning Board UDO Recommendations for the proposed amendment and asked that they be incorporated into the minutes which appears below:

**TOWN OF ARCHER LODGE**

14094 Buffalo Road
Archer Lodge, NC 27527
Main: 919-359-9727
Fax: 919-359-3333

Mayor:
Matthew B. Mulhollem

Council Members:
Clyde B. Castleberry
Mayor Pro Tem
Teresa M. Bruton
J. Mark Jackson
James L. (Jim) Purvis, III
Mark B. Wilson

To: Town Council

From: Julie Maybee, Town Planner

Date: June 7, 2021

Cc: Town Administrator, Finance Officer/Town Clerk, Deputy Clerk, Town Attorney,
Brough Law Firm, CodeWright Planners

Re: Agenda Item 6.d. – Public Hearing: Ordinances Amending the Code of
Ordinances, Town of Archer Lodge, North Carolina

Overview:

For Council's consideration is a new Unified Development Ordinance ("UDO") for the Town of Archer Lodge, NC.

The UDO is a modern, forward-looking set of development standards and rules for development application review that will be used by the Town to protect property values, preserve Archer Lodge's community character, and promote beneficial economic development.

As conveyed by Attorney Al Benshoff, The Brough Law Firm, PLLC, "... The new UDO accomplishes all of the following:

- Combines the Chapter 30 Zoning and Subdivision ordinances and the Chapter 2 Boards and Commissions article into one, new Chapter 30.
- Incorporates the changes required by the General Assembly (commonly called G.S. Chapter 160D).

- Incorporates changes from case law.
- Incorporates the 2019 and 2020 amendments.
- Places like topics together, such as placing almost all procedures into Article 3.
- Adds several new zoning districts at Article 4.
- Adds a table for uses permitted in every zoning district (the Principal Use Table at section 30-5207).
- Updates the table of required parking (See section 30-6701).
- Adds required opens spaces (See Article 6, Div. 6 Open Space Set Aside).
- Uses tables and pictures liberally.
- Provides one procedure instead of several when possible. Eliminates redundancies.
- Adds some design standards. Some design standards can be used for both subdivisions and other types of development, such as site plans.
- Updates the definitions.
- Updates the appendices.
- Provides a new and expanded code enforcement article ...".

Future Land Use Plan (Excerpts from the 2020 Archer Lodge Comprehensive Land Use Plan):

Community Vision & Mission Statement:

- "Vision Statement: Today and into the future the Town of Archer Lodge, will be a peaceful, family oriented, active community that looks to retain our small-town, agricultural character meeting the needs of current and future residents and business."
- "Mission Statement: The Town of Archer Lodge is a community that honors and embraces its rich cultural heritage and past, pursues healthy living in the present and looks for opportunity of mold future growth into the town's core values. Archer Lodge is home to many natural resources and open-agricultural land. With an eye toward planning future growth the Town will protect these resources."

Future Land Use:

- The *Town of Archer Lodge 2030 Comprehensive Land Use Plan* (2015) identifies key areas for land use and growth management, it makes recommendations relating to community image, small economic development and skill training, business and farming relationships, public services and infrastructure, parks and recreation, as well as environmental protection and historic preservation.
- According to the plan, Archer Lodge is located within the Research Triangle Economic Development region designated by the State.
- Archer Lodge is described as a sub-rural community that combines the town's agricultural and suburban lifestyles.
- Given the influx of families moving to the town, the plan acknowledges the likelihood of change in the community.

- Archer Lodge anticipates continued agricultural uses, residential developments, and business development to be the future land uses in the Town.

Planning Board Recommendations:

On May 19, 2021, the Planning Board reviewed/considered the UDO draft and forwards the following recommendations:

Consistency Statement: The Planning Board finds that the proposed amendments to the Code of Ordinances, Archer Lodge, NC, Chapter 30, Zoning and Subdivisions are reasonable and in the public interest. The proposed revisions clarify/streamline the process/procedures pertaining to development/protection of natural resources in the Town of Archer Lodge, NC in accordance with changes required by the General Assembly (commonly called Chapter 160D) and case law.

Furthermore, the proposed amendments are in accordance with the Town of Archer Lodge 2030 Comprehensive Land Use Plan, aka "Comprehensive Plan", vision mission statements and other adopted Town plans having bearing on the matter.

Planning Board UDO Recommendation:

The Planning Board recommends approval of the proposed text amendments including Technical Review Committee (TRC) review of Major Subdivision, to the Code of Ordinances, Archer Lodge, NC, Chapter 30, Zoning and Subdivisions.

Staff Recommendations:

Staff concurs with the Planning Board consistency statement findings/recommendations. Furthermore, staff recommends an annual review of the UDO be conducted in August of each year to verify compliance with changing Federal, State, Local Laws, etc. A report to be prepared/presented by staff to the Town Council/Planning Board; and updates to be subsequently drafted for Town Council/Planning Board consideration.

Staff also recommends that the UDO draft be adopted by July 1, 2021, as mandated by State Law.

Town Council Requested Procedure/Action:

Staff respectfully requests that the Town Council:

1. Open Public Hearing
2. Staff Report and Planning Board Recommendations
3. Comments
4. Close Public Hearing
5. Town Council:
 - Discussion and Consideration of the Consistency Statement
 - Discussion and Consideration of Adopting Ordinance# AI-2021-06-1:
"An Ordinance Amending the Code of Ordinances, Town of Archer Lodge, North Carolina, Chapter 2 - Administration, Article II. Board and Commissions, and Chapter 30 - Zoning and Subdivisions."

Draft Town Council Consistency Statement

The Town Council finds that the proposed amendments to the Code of Ordinances, Archer Lodge, NC, Chapter 30, Zoning and Subdivisions are reasonable and in the public interest. The proposed revisions clarify/streamline the process/procedures pertaining to development/protection of natural resources in the Town of Archer Lodge, NC in accordance with changes required by the General Assembly (commonly called Chapter 160D) and case law.

Furthermore, the proposed amendments are in accordance with the Town of Archer Lodge 2030 Comprehensive Land Use Plan, aka "Comprehensive Plan", vision mission statements and other adopted Town plans having bearing on the matter.

Draft Town Council Motion on UDO

The Town Council approves ORDINANCE# AL-2021-06-1:

*An Ordinance Amending the Code of Ordinances, Town of Archer Lodge, North Carolina, Chapter 2 - Administration, Article II, Board and Commissions, and Chapter 30 - Zoning and Subdivisions.

Ms. Maybee thanked Attorney Benshoff, Attorney Burrell, Mr. Chad Meadows, the Planning Board, Town Council and Staff for their support.

Ms. Maybee asked if there were any questions or comments for Mr. Meadows or herself.

- Council Member Wilson commended Ms. Maybee and the Planning Board for their help in the development of the UDO and shared that the professional document is one that many small towns do not have and will not have. He further appreciated her guidance along the way with it and noted that it makes it easy for him to represent the Town as a Vice Chair on the TJCOG Board.
- Mayor Mulhollem reiterated Council Member Wilson's comments and reminded everyone that this UDO is due to be adopted by July 1, 2021.
- Mayor Pro Tem Castleberry thanked everyone and noted that the Town has been blessed with knowledgeable people to get this created.

3. Mayor Mulhollem asked if there were any Public Comments.

- There were not public comments.

4. Mayor Mulhollem called for a motion to Close the Public Hearing.

5. Mayor Mulhollem opened the floor to the Governing Body Discussion session.

- Mayor Mulhollem commented that the UDO organizes items in the ordinance that are already in place, making it more user friendly and easier to understand.

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- Council Member Bruton commented on how much she liked the Principal Use Table.

Consistency Statement

- No discussion regarding the Consistency Statement.

Having no further discussion, Mayor Mulhollem called for a motion to adopt the Consistency Statement as written and presented by Staff.

The Adopted Archer Lodge Town Council Consistency Statement appears as follows:

The Town Council finds that the proposed amendments to the Code of Ordinances, Archer Lodge, NC, Chapter 30, Zoning and Subdivisions are reasonable and in the public interest. The proposed revisions clarify/streamline the process/procedures pertaining to development/protection of natural resources in the Town of Archer Lodge, NC in accordance with changes required by the General Assembly (commonly called Chapter 160D) and case law.

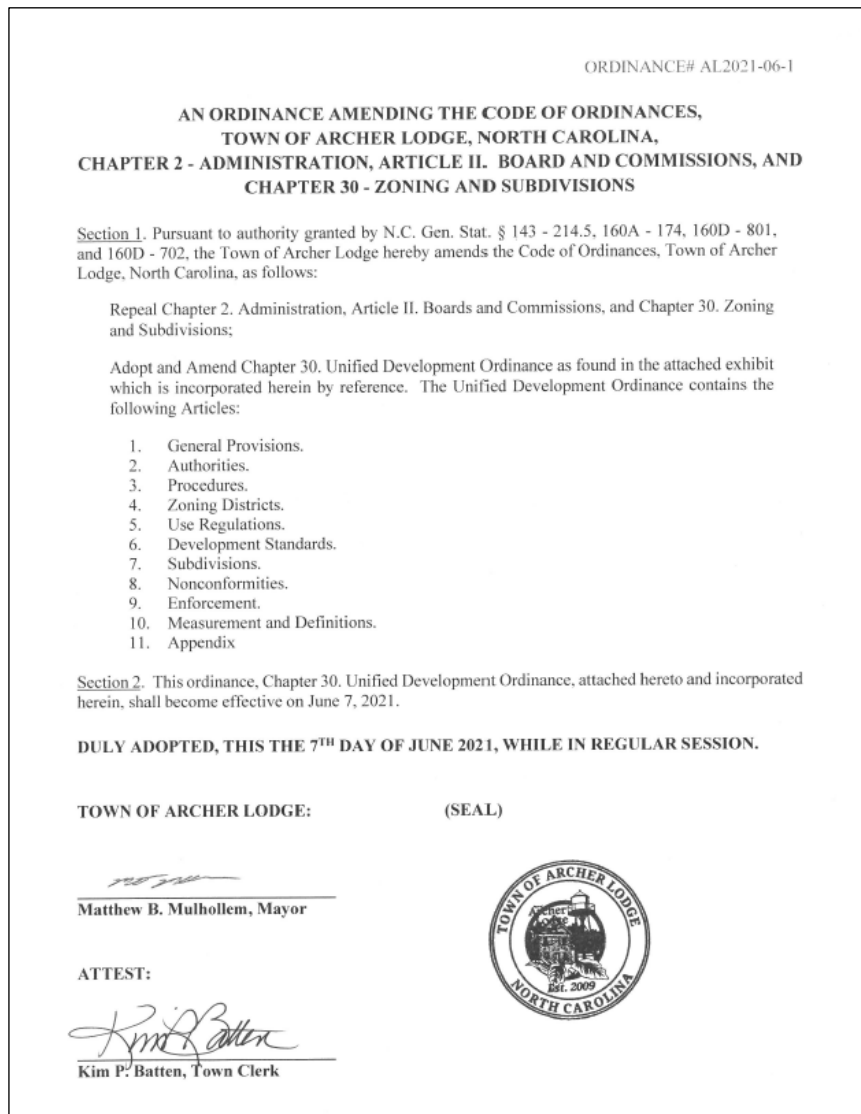
Furthermore, the proposed amendments are in accordance with the Town of Archer Lodge 2030 Comprehensive Land Use Plan, aka "Comprehensive Plan", vision mission statements and other adopted Town plans having bearing on the matter.

Ordinance# AL2021-06-1

- No comments or concerns.

Having adopted the Consistency Statement, Mayor Mulhollem called for a motion to Adopt Ordinance# AL2021-06-1 - Amending the Code of Ordinances, Repeal Chapter 2, Article II, and Chapter 30, and Adopt and Amend Chapter 30 - Unified Development Ordinance.

The Adopted Ordinance# AL2021-06-1 as presented appears as follows:



The link to the Town of Archer Lodge Code of Ordinances, Chapter 30, UDO Adopted June 7, 2021 appears below:

<https://townofarcherlodge.civicweb.net/document/17793>

Moved by: Council Member Bruton

Seconded by: Mayor Pro Tem Castleberry

Approved to Open the Public Hearing at 7:03 p.m.

CARRIED UNANIMOUSLY

Moved by: Council Member Bruton

Seconded by: Mayor Pro Tem Castleberry

Approved to Close the Public Hearing at 7:12 p.m.

CARRIED UNANIMOUSLY

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

Adopted the Consistency Statement as presented.

CARRIED UNANIMOUSLY

Moved by: Council Member Wilson
Seconded by: Council Member Purvis

Adopted Ordinance# AL2021-06-1 Amending Code of Ordinances, Repeal Chapter 2, Article II, and Chapter 30, and Adopt and Amend Chapter 30 - Unified Development Ordinance.

CARRIED UNANIMOUSLY

7. TOWN ATTORNEY'S REPORT:

a) Attorney Burrell shared the following remarks:

- Reminded that the new UDO is a living document and as NC Laws change, then the other ordinances, as well as the new UDO, will need to be reviewed and possibly amended.
- Reiterated Council Member Wilson's remarks in sharing that this UDO is an excellent document that not many towns, small or large, have in place.
- Commended Attorney Benshoff and Mr. Chad Meadows for their expertise in preparing the UDO which will provide the Town a great tool, great start, and a great foundation for making changes in the future.

8. TOWN ADMINISTRATOR'S REPORT:

a) Mr. Gordon reported the following:

- NCDOT will begin the Curb/Gutter and Buffalo Road project during the month of June 2021 with possible road closures and asked NCDOT to provide a work schedule to assist the Town with advising the public on such.
- Plans to ensure that NCDOT provides an entrance into the Veterans Memorial Site during that project.
- Town plans to hold a Veterans Day Ceremony and Celebration on Veterans Day, Thursday, November 11, 2021, to recognize the veterans. In addition, there will be entertainment and food trucks after the ceremony.
- In the future the Town plans to include a yearly Veteran's Day Celebration and a Fall Event in the budget. Mayor Mulhollem expressed agreement in planning for the events.

- According to the Johnston County Board of Elections as of the date of this meeting, the filing period for the Municipal Election is Friday, July 2, 2021, at noon through Friday, July 16, 2021, at noon. Discussion followed regarding the possibility that it may be postponed until a later date.
 - The Archer Lodge Community Center will hold the July 4th Celebration this year on Saturday, July 3, 2021, with a parade, food trucks, entertainment and fireworks.
 - The Archer Lodge Community Center has tentative plans to resume their fourth Monday of the Month Meetings in July 2021.
-

9. FINANCIAL/TOWN CLERK'S REPORT:

a) Interim Financial Reports for May 2021

Ms. Batten provided an interim summary for all funds ending May 31, 2021. She noted the fiscal year is 92% complete and the General Fund collected revenues are currently 96% of those anticipated. In addition, the expenditures in the General Fund were roughly 86% of those budgeted. In reviewing the year-to-date figures, revenues exceeded the expenditures by approximately \$135,000. Regarding the other three funds: Capital Reserve, Park Reserve and Public Safety Reserve Funds, Ms. Batten shared that the only transactions were investment earnings in each, and the three-cents transfer from the General Fund to the Park Reserve Fund.

When comparing May 2021 with May 2020, the revenues were higher, and the expenditures were lower in May 2021 with a net increase of approximately \$75,300 in May 2021.

She had no report or information to share regarding the Town Park Project. No further comments.

10. PLANNING/ZONING REPORT:

a) Planning | Zoning | Projects | Updates

Ms. Maybee reported the following for the Planning & Zoning Report: She provided Council a copy of the Planning & Zoning Report dated July 1, 2019 - May 31, 2021.

- Comparison of total permits issued:

- 41 Permits issued in 2019-2020 - 15 Single Family Dwellings
 - 68 Permits issued in 2020-2021 to date - 34 Single Family Dwellings
- Harden Creek Subdivision has just come on-line, and Staff is expecting many zoning permits for stick-built houses.
- \$300,000 baseline value of a new single-family home being built.
- Incoming Emails:
 - April 2021 = 1,048
 - May 2021 = 905
 - Total for 2021 to Date = Approximately 8,800
- Outgoing Emails:
 - April 2021 = 422
 - May 2021 = 320
 - Total for 2021 to Date = Approximately 3,400
- Other Activities:
 - 3 Subdivisions to Date: Bittle Creek, Vinson Park, and Harden Creek
 - 13 Ordinance Amendments were adopted.
 - Received a Letter of Approval from the State for the Watershed Ordinance complying with State Law.
 - Will forward a copy of the new UDO to the State for approval.
 - Received draft Memo stating that the Flood Prevention Ordinance complies and waiting for an official Letter of Approval.
 - Reviewing the ordinances regarding nuisances and animal control.

Ms. Maybee provided Council a copy of the April and May 2021 Animal Control Report:

- Ms. Kerry Barnes, Animal Control Officer, is promptly responding to complaints and issuing citations as needed.
- There was discussion regarding some discrepancies in the Billing Information on the Animal Control Report. Ms. Maybee responded that she would provide a corrected report.
- Ms. Maybee informed that Ms. Barnes does a great job communicating with her regarding situations in the town.

b) Code Enforcement

Ms. Maybee reported the following:

- Johnston County has posted some stop-work orders due to violations.
- Working with Johnston County and State Agencies regarding the following complaints:
 - Trees being in the right-of-way
 - Burning garbage

-
- Chemicals stored near creek
 - Oil spills on the ground
 - Nuisance Vehicles
 - Will be focusing more on addressing citizen complaints after having completed the adoption of the new UDO.
-

c) CAMPO

Ms. Maybee reported the following:

- April 2021 meeting was cancelled.
 - May 2021 and June 2021 meetings discussed the end of year budget and mass transit.
 - Traffic data provided by CAMPO being inaccurate for the area, Ms. Maybee corresponded with CAMPO Staff and shared mapping from Johnston County Geographical Information System (GIS) that showed most up-to-date views taken of the residential subdivisions up through 2017.
 - The County is in the process of updating the GIS, and she will be sharing updated information with CAMPO once it becomes available.
-

11. MAYOR'S REPORT:

a) Mayor Mulhollem reported the following:

- **Congratulated Council Member Wilson for his leadership appointment as First Vice Chair with Triangle J Council (TJCOG). Council Member Wilson noted that he has been serving TJCOG for 6 years.**
 - **He expressed appreciation to the Staff, Legal Team, Planning Board, and Town Council for all of their hard work in the process of adopting the new 160D UDO. He reiterated that it is a living document that the Town can expect changes requiring amendments in the future.**
 - **Expressed appreciation to Staff for the outstanding Audit Report as presented by Mr. Place.**
-

12. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

- a) Council Member Wilson shared that he was honored to accept the position of First Vice Chair with TJCOG since it was an election of 53 fellow counties and towns. He shared that his wife, Jane Wilson, celebrated her 83rd Birthday. He expressed his sadness due to the loss of his long-time pet due to declining**

health. Mayor Mulhollem shared that he was sorry to hear of his loss.

b) Council Member Purvis had no remarks.

c) Mayor Pro Tem Castleberry shared that the Johnston County Economic Development Board was pleased that Johnston County had received positive commercial advertising coverage due the Amazon Distribution Center coming to the County and creating more jobs. He shared that there is a possibility of another company coming to the County.

d) Council Member Bruton shared that it was good to be present in the meeting again. She thanked Staff for their efforts in assisting her while attending remotely and providing meeting materials. She expressed sympathy for Council Member Wilson's loss of his pet due to recently having gone through it herself with her own pet.

13. ADJOURNMENT:

a) Having no further business, Mayor Mulhollem asked for a motion to adjourn meeting.

Moved by: Mayor Pro Tem Castleberry

Seconded by: Council Member Purvis

Adjourned Meeting at 7:56 p.m.

CARRIED UNANIMOUSLY

Matthew B. Mulhollem, Mayor

Kim P. Batten, Town Clerk



Regular Council - Minutes Monday, June 7, 2021

COUNCIL PRESENT:

Mayor Mulhollem
Mayor Pro Tem Castleberry
Council Member Bruton
Council Member Purvis
Council Member Wilson

STAFF PRESENT:

Mike Gordon, Town Administrator
Marcus Burrell, Town Attorney
Julie Maybee, Town Planner
Kim P. Batten, Finance Officer/Town Clerk

COUNCIL ABSENT:

Council Member Jackson

GUEST PRESENT:

Chad Meadows, AICP, Code Wright Planners

1. WELCOME/CALL TO ORDER:

a) Invocation

Mayor Mulhollem called the meeting to order at 6:32 p.m. in the Jeffrey D. Barnes Council Chambers located at 14094 Buffalo Road, Archer Lodge, NC and declared a quorum present. Mayor Pro Tem Castleberry offered the invocation.

b) Pledge of Allegiance

Mayor Mulhollem 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 Purvis

Approved Agenda.

CARRIED UNANIMOUSLY

3. VIRTUAL PRESENTATION:

a) **Audit Presentation for Fiscal Year Ending June 30, 2020** ~ Mr. Dale Place of May & Place, PA

Mr. Place was delighted to appear before the Town Council using a virtual platform. He presented highlights of the Audit for Fiscal Year ending June 30, 2020, and referenced a few pages within the Audit Report especially page 21.

Page 21 of Audit Report for Period Ending June 30, 2020 appears as follows:

						Exhibit 4
Town of Archer Lodge, North Carolina						
Statement of Revenues, Expenditures, and Changes in Fund Balances:						
Governmental Funds						
For the Year Ended June 30, 2020						
	Major Funds				Total Non-Major Funds	Total Governmental Funds
	General Fund	Capital Reserve Fund	Park Reserve Fund	Public Safety Reserve Fund		
REVENUES						
Ad valorem taxes	\$ 839 507	\$ -	\$ -	\$ -	\$ -	\$ 839 507
Unrestricted intergovernmental	434 053	-	-	-	-	434 053
Restricted intergovernmental	54 705	-	-	-	-	54 705
Permits and fees	25 310	-	-	-	-	25 310
Investment earnings	13 436	6 713	3 508	4 355	-	28 012
Miscellaneous	5 582	-	-	-	-	5 582
Total revenues	1 372 573	6 713	3 508	4 355	-	1 387 149
EXPENDITURES						
Current:						
General government	412 368	-	-	-	-	412 368
Public Safety	335 684	-	-	-	-	335 684
Transportation	43 010	-	-	-	-	43 010
Economic and physical development	138 994	-	-	-	-	138 994
Culture and recreation	40 150	-	-	-	-	40 150
Debt service:						
Principal	110 333	-	-	-	-	110 333
Interest and other charges	34 911	-	-	-	-	34 911
Capital outlay	-	-	-	-	27 100	27 100
Total expenditures	1 115 450	-	-	-	27 100	1 142 550
Excess (deficiency) of revenues over expenditures	257 123	6 713	3 508	4 355	(27 100)	244 599
OTHER FINANCING SOURCES (USES)						
Transfer from other funds	67 919	25 000	131 484	25 000	27 100	276 503
Transfer to other funds	(181 484)	-	(93 100)	-	(1 919)	(276 503)
Total other financing sources(uses)	(113 565)	25 000	38 384	25 000	25 181	-
Net change in fund balance	143 558	31 713	41 892	29 355	(1 919)	244 599
Fund balances, beginning	1 067 708	476 782	268 934	300 515	3 018	2 116 957
Fund balances, ending	\$ 1 211 266	\$ 508 495	\$ 310 826	\$ 329 870	\$ 1 099	\$ 2 361 556

The notes to the financial statements are an integral part of this statement.

21

He noted that the governmental funds (General, Capital Reserve, Park Reserve and Public Safety Reserve Funds) reported an increase of \$244,599 in their combined balances and the Town's total net position with regards to assets and liabilities increased by \$336,528. He complimented the staff for

their assistance during the audit process. Please contact Ms. Batten should you have any questions, and she can contact me. No discussion followed.

4. OPEN FORUM/PUBLIC COMMENTS:
(Maximum of 30 minutes allowed; 3 minutes per person)

a) No Public Comments.

5. CONSENT AGENDA:

a) Approval of Minutes:
01 Mar 2021 Regular Council Meeting Minutes
05 Apr 2021 Regular Council Meeting Minutes

No changes or additions noted.

Moved by: Council Member Wilson

Seconded by: Mayor Pro Tem Castleberry

Approved Agenda.

CARRIED UNANIMOUSLY

6. PUBLIC HEARINGS, DISCUSSION AND POSSIBLE ACTION ITEMS:

a) Discussion and Consideration of Adopting a Budget Amendment for Fiscal Year Ending June 30, 2021 (BA 2021 03)

Ms. Batten explained that Budget Amendment (BA 2021 03) was the final amendment for the year and is typically a "clean-up" amendment to appropriate or re-appropriate unanticipated revenues and expenditures as recorded.

Mayor opened the floor for discussion. Having no discussion, Mayor Mulhollem called for a motion.

The Approved Budget Amendment (BA 2021 03) appears as follows:

Town of Archer Lodge
Fiscal Year Ending June 30, 2021

BA 2021 03



Budget Amendment # BA 2021 03
Date: 07-Jun-21

General Fund/Capital Reserve Fund/Park Reserve Fund/Public Safety Reserve Fund

Account	Account Number	Budget	Amendment	Amended Budget
Revenues:				
Gen: 2020 Property Taxes	10-3120-0000	748,000.00	5,000.00	753,000.00
Gen: 2020 Vehicle Taxes	10-3120-0120	111,000.00	3,000.00	114,000.00
Gen: Article 39 1% Sales Tax	10-3239-0000	75,000.00	40,000.00	115,000.00
Gen: Article 40 1/2% Sales Tax	10-3240-0000	45,000.00	28,000.00	73,000.00
Gen: Article 42 1/2% Sales Tax	10-3242-0000	35,000.00	25,000.00	60,000.00
Gen: Article 64 NCSS 105-524 Sales Tax	10-3244-0524	9,500.00	3,000.00	12,500.00
Gen: ABC Profits Johnston County	10-3337-0000	27,000.00	8,000.00	35,000.00
Gen: Permits and Fees	10-3340-0000	5,000.00	4,000.00	9,000.00
Gen: Fee in Lieu of Recreation	10-3345-0000	30,000.00	10,000.00	40,000.00
Gen: Investment Earnings	10-3831-0000	1,000.00	1,000.00	2,000.00
Cap Res: Investment Earnings	30-3831-0000	1,500.00	300.00	1,800.00
Cap Res: Transfer from General Fund 10	30-3900-3910	-	50,000.00	50,000.00
Park Res: Investment Earnings	31-3831-0000	800.00	300.00	1,100.00
Park Res: Transfer from General Fund 10	31-3900-3910	145,000.00	11,000.00	156,000.00
Pub Safety Res: Investment Earnings	32-3831-0000	1,000.00	250.00	1,250.00
Pub Safety Res: Transfer from General Fund 10	32-3900-3910	25,000.00	25,000.00	50,000.00
Total Increase (Decrease) in Revenues			213,850.00	
Expenditures:				
Gen/Gov Body: Town's Annual Events	10-4110-3160	4,000.00	1,000.00	5,000.00
Gen/Admin: NC 403-E	10-4120-1840	6,500.00	500.00	7,000.00
Gen/Admin: Dues & Subscriptions	10-4120-4000	1,500.00	500.00	2,000.00
Gen/Admin: Equipment Lease	10-4120-4200	3,300.00	1,000.00	4,300.00
Gen/Tax Collection Fees (NC & JoCo)	10-4140-4950	25,000.00	1,000.00	26,000.00
Gen/Legal: Attorney Fees	10-4150-1920	14,750.00	750.00	15,500.00
Gen/Public Buildings: Supplies-Buildings	10-4190-2000	2,500.00	500.00	3,000.00
Gen/Public Buildings: Contracted Services	10-4190-3500	25,500.00	500.00	26,000.00
Gen/Public Buildings: Veterans Memorial	10-4190-5200	1,500.00	500.00	2,000.00
Gen/Public Safety: ALFD	10-4300-3500	340,000.00	5,000.00	345,000.00
Gen/Public Works: Supplies-Public Works	10-4510-2000	-	250.00	250.00
Gen/Planning/Zoning: Medical/Dental/Vision	10-4910-1830	3,500.00	1,500.00	5,000.00
Gen/Parks & Rec: Professional Services	10-4120-1900	17,000.00	13,000.00	30,000.00
Gen/Parks & Rec: Supplies-Parks & Rec	10-4120-2000	-	15,000.00	15,000.00
Gen/Interfund Transfers: Transfer to Capital Res Fund 30	10-9900-0030	-	50,000.00	50,000.00
Gen/Interfund Transfers: Transfer to Park Res Fund 31	10-9900-0031	145,000.00	11,000.00	156,000.00
Gen/Interfund Transfers: Transfer to Public Safety Res Fund 31	10-9900-0032	25,000.00	25,000.00	50,000.00
Cap Res: Transfer to General Fund 10	30-9900-0010	1,500.00	50,300.00	51,800.00
Park Res: Transfer to Archer Lodge Town Park Fund 41	31-9900-0041	81,000.00	11,300.00	92,300.00
Pub Safety Res: Public Safety Development	32-4500-5500	26,000.00	25,250.00	51,250.00
Total Increase (Decrease) in Expenditures			213,850.00	
			0.00	

Justification for Budget Amendment:

To appropriate or reappropriate unanticipated revenues and expenditures as recorded.

Adopted this 7th day of June 2021

ATTEST: 
Kim P. Batten, Town Clerk




Matthew B. Mulhollen, Mayor


Michael A. Gordon, Budget Officer

Moved by: Council Member Wilson
Seconded by: Council Member Purvis

Adopted Budget Amendment for Fiscal Year Ending June 30, 2021 (BA 2021 03).

CARRIED UNANIMOUSLY

b) PUBLIC HEARING - Proposed Annual Budget Ordinance for Fiscal Year 2021-2022

1. **Open Public Hearing**
2. **Public Comments**
3. **Close Public Hearing**

-
1. Mayor Mulhollem asked for a motion to **Open the Public Hearing.**
 2. Mayor Mulhollem asked if there were any **Public Comments.**
There were no public comments.
 3. Mayor Mulhollem asked for a motion to **Closed the Public Hearing.**

Moved by: Council Member Bruton

Seconded by: Mayor Pro Tem Castleberry

Approved to Open the Public Hearing at 7:00 p.m.

CARRIED UNANIMOUSLY

Moved by: Council Member Wilson

Seconded by: Mayor Pro Tem Castleberry

Approved to Close the Public Hearing at 7:01 p.m.

CARRIED UNANIMOUSLY

c) Discussion and Consideration of Adopting the Annual Budget Ordinance for Fiscal Year 2021-2022

Mayor Mulhollem opened the floor for discussion. Council Member Bruton commended Staff for their preparation of the budget, Mayor Mulhollem agreed. Having no further discussion, mayor Mulhollem called for a motion to adopt the Annual Budget Ordinance for Fiscal Year 2021-2022 as presented.

Adopted Annual Budget Ordinance for Fiscal Year ending June 30,

2022 appears as follows:

Town of Archer Lodge, North Carolina

ANNUAL BUDGET ORDINANCE

Fiscal Year July 1, 2021 to June 30, 2022

BE IT ORDAINED by the Town Council of the Town of Archer Lodge, Johnston County, North Carolina, pursuant to §159-7 thru §159-17, that: (1) the sum of estimated net revenues and appropriated fund balance in each fund shall be equal to expenditures in each fund for Fiscal Year 2021~2022; and (2) departmental expenditures for the fiscal year shall not exceed the estimated departmental totals as depicted below and on the following pages: General Fund 10 = \$1,659,545; Capital Reserve Fund 30 = \$95,000; Park Reserve Fund 31= \$136,200; and Public Safety Reserve Fund 32 = \$26,750; all funds totaling a **Budget Ordinance of \$1,917,495**; and (3) Revenues from the Ad Valorem Property Tax shall be levied in the amount of **\$0.22 per \$100 evaluation** consisting of \$0.09 Archer Lodge Fire District Tax (appropriated in Public Safety for the Archer Lodge Fire Department), \$0.03 Park Reserve Fund 31 Designation and General Fund 10 receiving the balance of \$0.10.

General Fund 10

<i>General Fund 10 Revenues:</i>	<i>Amount</i>
Ad-Valorem Property Taxes	\$ 862,000
State Sales Tax Distributions	255,800
Unrestricted Intergovernmental Revenues	198,500
Restricted Intergovernmental Revenues	52,250
Permits and Fees	6,100
Fee in Lieu of Recreation	15,000
Investment Earnings	4,000
Transfers in from Capital Reserve, Park Reserve & Public Safety Reserve Funds	183,750
General fund Balance Appropriated	<u>82,145</u>
Total Revenues	\$ 1,659,545
<i>General Fund 10 Expenditures:</i>	
General Government	\$ 652,565
Public Safety	380,250
Transportation/Streets - Public Works	47,600
Planning and Zoning	181,445
Parks and Recreation	71,700
Debt Service	140,985
Interfund Transfers to Cap Res Fund, Park Res Fund & Public Safety Res Fund	<u>185,000</u>
Total Expenditures	\$ 1,659,545
Revenues Over (Under) Expenditures	-

Town of Archer Lodge, North Carolina
ANNUAL BUDGET ORDINANCE
Fiscal Year July 1, 2021 to June 30, 2022

Capital Reserve Fund 30	
	Amount
Capital Reserve Fund 30 Revenues:	
Investment Earnings	1,800
Total Revenues	\$ 1,800
Capital Reserve Fund 30 Expenditures:	
N/A	
Total Expenditures	\$ -
Revenues Over (Under) Expenditures	\$ 1,800
Interfund Transfers:	
Capital Reserve Fund Balance Appropriation	\$ 68,200
Transfer from General Fund 10	\$ 25,000
Transfer to General Fund 10	\$ (95,000)
Total Other Financing Sources (Uses):	\$ (1,800)
Total Revenues Over (Under) Expenditures and Other Financing Sources (Uses)	\$ -

Town of Archer Lodge, North Carolina
ANNUAL BUDGET ORDINANCE
Fiscal Year July 1, 2021 to June 30, 2022

Park Reserve Fund 31			Amount
Park Reserve Fund 31 Revenues:			
Investment Earnings			1,200
Total Revenues			\$ 1,200
Park Reserve Fund 31 Expenditures:			
Recreation Development			-
Total Expenditures			\$ -
Revenues Over (Under) Expenditures			\$ 1,200
Interfund Transfers:			
Transfer from General Fund 10	\$0.03 Tax/Fees-in-Lieu	\$	135,000
Transfer to General Fund 10	Loan Payment	\$	(62,000)
Transfer to Archer Lodge Town Park Fund 41		\$	(74,200)
Total Other Financing Sources (Uses):		\$	(1,200)
Total Revenues Over (Under) Expenditures and Other Financing Sources (Uses)		\$	-

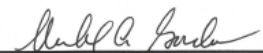
Town of Archer Lodge, North Carolina
ANNUAL BUDGET ORDINANCE
Fiscal Year July 1, 2021 to June 30, 2022

Public Safety Reserve Fund 32	
	Amount
Public Safety Reserve Fund 32 Revenues:	
Investment Earnings	\$ 1,300
Total Revenues	\$ 1,300
Public Safety Reserve Fund 32 Expenditures:	
Public Safety Development	-
Total Expenditures	\$ -
Revenues Over (Under) Expenditures	\$ 1,300
Interfund Transfers:	
Public Safety Reserve Fund Balance Appropriation	\$ 450
Transfer from General Fund 10	\$ 25,000
Transfer to General Fund 10	\$ (26,750)
Total Other Financing Sources (Uses):	\$ (1,300)
Total Revenues Over (Under) Expenditures and Other Financing Sources (Uses)	\$ -

DULY ADOPTED THIS 7TH DAY OF JUNE 2021

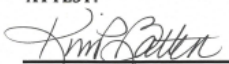
TOWN OF ARCHER LODGE


Matthew B. Mulhollem, Mayor


Michael A. Gordon, Budget Officer



ATTEST:


Kim P. Batten, Town Clerk

Moved by: Council Member Wilson
Seconded by: Council Member Purvis

Adopted the Annual Budget Ordinance for Fiscal Year ending June 30, 2022.

CARRIED UNANIMOUSLY

- d) **PUBLIC HEARING - Ordinances Amending The Code of Ordinances, Town of Archer Lodge, NC**
- **Repeal Code of Ordinances Chapter 2. Administration, Article II. Boards and Commissions and Chapter 30. Zoning and Subdivisions.**
 - **Adopt and Amend Chapter 30 Unified Development Ordinance containing the following Articles:**
 - **General Provisions**
 - **Authorities**

-
- **Procedures**
 - **Zoning Districts**
 - **Use Regulations**
 - **Development Standards**
 - **Subdivisions**
 - **Nonconformities**
 - **Enforcement**
 - **Measurement and Definitions**
 - **Appendix**

1. **Open Public Hearing**
2. **Staff Report and Planning Board Recommendations**
3. **Public Comments**
4. **Close Public Hearing**
5. **Governing Body**
 - **Discussion and Consideration of the Consistency Statement**
 - **Discussion and Consideration of Adopting Ordinance# AL2021-06-1 Amending Code of Ordinances, Repeal Chapter 2, Article II, and Chapter 30, and Adopt and Amend Chapter 30 - Unified Development Ordinance**

1. Mayor Mulhollem called for a motion to **Open the Public Hearing.**

2. Staff Report and Planning Board Recommendations

Ms. Maybee read the Staff Report and Planning Board UDO Recommendations for the proposed amendment and asked that they be incorporated into the minutes which appears below:



TOWN OF ARCHER LODGE

14094 Buffalo Road
Archer Lodge, NC 27527
Main: 919-359-9727
Fax: 919-359-3333

Mayor:

Matthew B. Mulhollem

Council Members:

Clyde B. Castleberry

Mayor Pro Tem

Teresa M. Bruton

J. Mark Jackson

James L. (Jim) Purvis, III

Mark B. Wilson

To: Town Council

From: Julie Maybee, Town Planner

Date: June 7, 2021

Cc: Town Administrator, Finance Officer/Town Clerk, Deputy Clerk, Town Attorney,
Brough Law Firm, CodeWright Planners

Re: Agenda Item 6.d. – Public Hearing: Ordinances Amending the Code of
Ordinances, Town of Archer Lodge, North Carolina

Overview:

For Council's consideration is a new Unified Development Ordinance ("UDO") for the Town of Archer Lodge, NC.

The UDO is a modern, forward-looking set of development standards and rules for development application review that will be used by the Town to protect property values, preserve Archer Lodge's community character, and promote beneficial economic development.

As conveyed by Attorney Al Benshoff, The Brough Law Firm, PLLC, "... The new UDO accomplishes all of the following:

- Combines the Chapter 30 Zoning and Subdivision ordinances and the Chapter 2 Boards and Commissions article into one, new Chapter 30.
- Incorporates the changes required by the General Assembly (commonly called G.S. Chapter 160D).

- Incorporates changes from case law.
- Incorporates the 2019 and 2020 amendments.
- Places like topics together, such as placing almost all procedures into Article 3.
- Adds several new zoning districts at Article 4.
- Adds a table for uses permitted in every zoning district (the Principal Use Table at section 30-5207).
- Updates the table of required parking (See section 30-6701).
- Adds required open spaces (See Article 6, Div. 6 Open Space Set Aside).
- Uses tables and pictures liberally.
- Provides one procedure instead of several when possible. Eliminates redundancies.
- Adds some design standards. Some design standards can be used for both subdivisions and other types of development, such as site plans.
- Updates the definitions.
- Updates the appendices.
- Provides a new and expanded code enforcement article ...".

Future Land Use Plan (Excerpts from the 2020 Archer Lodge Comprehensive Land Use Plan):

Community Vision & Mission Statement:

- "Vision Statement: Today and into the future the Town of Archer Lodge, will be a peaceful, family oriented, active community that looks to retain our small-town, agricultural character meeting the needs of current and future residents and business."
- "Mission Statement: The Town of Archer Lodge is a community that honors and embraces its rich cultural heritage and past, pursues healthy living in the present and looks for opportunity of mold future growth into the town's core values. Archer Lodge is home to many natural resources and open-agricultural land. With an eye toward planning future growth the Town will protect these resources."

Future Land Use:

- The *Town of Archer Lodge 2030 Comprehensive Land Use Plan (2015)* identifies key areas for land use and growth management, it makes recommendations relating to community image, small economic development and skill training, business and farming relationships, public services and infrastructure, parks and recreation, as well as environmental protection and historic preservation.
- According to the plan, Archer Lodge is located within the Research Triangle Economic Development region designated by the State.
- Archer Lodge is described as a sub-rural community that combines the town's agricultural and suburban lifestyles.
- Given the influx of families moving to the town, the plan acknowledges the likelihood of change in the community.

- Archer Lodge anticipates continued agricultural uses, residential developments, and business development to be the future land uses in the Town.

Planning Board Recommendations:

On May 19, 2021, the Planning Board reviewed/considered the UDO draft and forwards the following recommendations:

Consistency Statement: The Planning Board finds that the proposed amendments to the Code of Ordinances, Archer Lodge, NC, Chapter 30, Zoning and Subdivisions are reasonable and in the public interest. The proposed revisions clarify/streamline the process/procedures pertaining to development/protection of natural resources in the Town of Archer Lodge, NC in accordance with changes required by the General Assembly (commonly called Chapter 160D) and case law.

Furthermore, the proposed amendments are in accordance with the Town of Archer Lodge 2030 Comprehensive Land Use Plan, aka "Comprehensive Plan", vision mission statements and other adopted Town plans having bearing on the matter.

Planning Board UDO Recommendation:

The Planning Board recommends approval of the proposed text amendments including Technical Review Committee (TRC) review of Major Subdivision, to the Code of Ordinances, Archer Lodge, NC, Chapter 30, Zoning and Subdivisions.

Staff Recommendations:

Staff concurs with the Planning Board consistency statement findings/recommendations. Furthermore, staff recommends an annual review of the UDO be conducted in August of each year to verify compliance with changing Federal, State, Local Laws, etc. A report to be prepared/presented by staff to the Town Council/Planning Board; and updates to be subsequently drafted for Town Council/Planning Board consideration.

Staff also recommends that the UDO draft be adopted by July 1, 2021, as mandated by State Law.

Town Council Requested Procedure/Action:

Staff respectfully requests that the Town Council:

1. Open Public Hearing
2. Staff Report and Planning Board Recommendations
3. Comments
4. Close Public Hearing
5. Town Council:
 - Discussion and Consideration of the Consistency Statement
 - Discussion and Consideration of Adopting Ordinance# AI-2021-06-1:

"An Ordinance Amending the Code of Ordinances, Town of Archer Lodge, North Carolina, Chapter 2 - Administration, Article II. Board and Commissions, and Chapter 30 - Zoning and Subdivisions."

Draft Town Council Consistency Statement

The Town Council finds that the proposed amendments to the Code of Ordinances, Archer Lodge, NC, Chapter 30, Zoning and Subdivisions are reasonable and in the public interest. The proposed revisions clarify/streamline the process/procedures pertaining to development/protection of natural resources in the Town of Archer Lodge, NC in accordance with changes required by the General Assembly (commonly called Chapter 160D) and case law.

Furthermore, the proposed amendments are in accordance with the Town of Archer Lodge 2030 Comprehensive Land Use Plan, aka "Comprehensive Plan", vision mission statements and other adopted Town plans having bearing on the matter.

Draft Town Council Motion on UDO

The Town Council approves ORDINANCE# AL-2021-06-1:

"An Ordinance Amending the Code of Ordinances, Town of Archer Lodge, North Carolina, Chapter 2 - Administration, Article II, Board and Commissions, and Chapter 30 - Zoning and Subdivisions.

Ms. Maybee thanked Attorney Benshoff, Attorney Burrell, Mr. Chad Meadows, the Planning Board, Town Council and Staff for their support.

Ms. Maybee asked if there were any questions or comments for Mr. Meadows or herself.

- Council Member Wilson commended Ms. Maybee and the Planning Board for their help in the development of the UDO and shared that the professional document is one that many small towns do not have and will not have. He further appreciated her guidance along the way with it and noted that it makes it easy for him to represent the Town as a Vice Chair on the TJCOG Board.
- Mayor Mulhollem reiterated Council Member Wilson's comments and reminded everyone that this UDO is due to be adopted by July 1, 2021.
- Mayor Pro Tem Castleberry thanked everyone and noted that the Town has been blessed with knowledgeable people to get this created.

3. Mayor Mulhollem asked if there were any Public Comments.

- There were not public comments.

4. Mayor Mulhollem called for a motion to Close the Public Hearing.

5. Mayor Mulhollem opened the floor to the Governing Body Discussion session.

- Mayor Mulhollem commented that the UDO organizes items in the ordinance that are already in place, making it more user friendly and easier to understand.

-
- Council Member Bruton commented on how much she liked the Principal Use Table.

Consistency Statement

- No discussion regarding the Consistency Statement.

Having no further discussion, Mayor Mulhollem called for a motion to adopt the Consistency Statement as written and presented by Staff.

The Adopted Archer Lodge Town Council Consistency Statement appears as follows:

The Town Council finds that the proposed amendments to the Code of Ordinances, Archer Lodge, NC, Chapter 30, Zoning and Subdivisions are reasonable and in the public interest. The proposed revisions clarify/streamline the process/procedures pertaining to development/protection of natural resources in the Town of Archer Lodge, NC in accordance with changes required by the General Assembly (commonly called Chapter 160D) and case law.

Furthermore, the proposed amendments are in accordance with the Town of Archer Lodge 2030 Comprehensive Land Use Plan, aka "Comprehensive Plan", vision mission statements and other adopted Town plans having bearing on the matter.

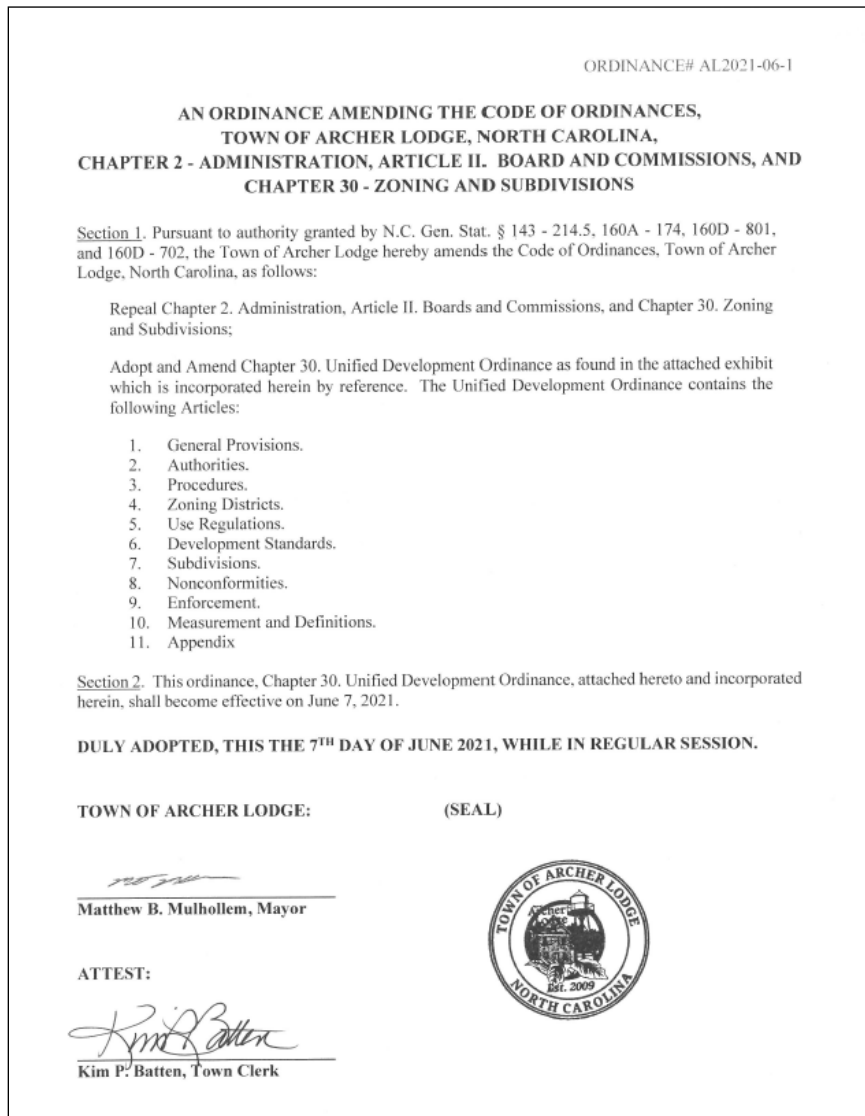
Ordinance# AL2021-06-1

- No comments or concerns.

Having adopted the Consistency Statement, Mayor Mulhollem called for a motion to Adopt Ordinance# AL2021-06-1 - Amending the Code of Ordinances, Repeal Chapter 2, Article II, and Chapter 30, and Adopt and Amend Chapter 30 - Unified Development Ordinance.

The Adopted Ordinance# AL2021-06-1 as presented appears as

follows:



The link to the Town of Archer Lodge Code of Ordinances, Chapter 30, UDO Adopted June 7, 2021 appears below:

<https://townofarcherlodge.civicweb.net/document/17793>

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

Approved to Open the Public Hearing at 7:03 p.m.

CARRIED UNANIMOUSLY

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

Approved to Close the Public Hearing at 7:12 p.m.

CARRIED UNANIMOUSLY

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

Adopted the Consistency Statement as presented.

CARRIED UNANIMOUSLY

Moved by: Council Member Wilson

Seconded by: Council Member Purvis

Adopted Ordinance# AL2021-06-1 Amending Code of Ordinances, Repeal Chapter 2, Article II, and Chapter 30, and Adopt and Amend Chapter 30 - Unified Development Ordinance.

CARRIED UNANIMOUSLY

7. TOWN ATTORNEY'S REPORT:

a) Attorney Burrell shared the following remarks:

- Reminded that the new UDO is a living document and as NC Laws change, then the other ordinances, as well as the new UDO, will need to be reviewed and possibly amended.
- Reiterated Council Member Wilson's remarks in sharing that this UDO is an excellent document that not many towns, small or large, have in place.
- Commended Attorney Benshoff and Mr. Chad Meadows for their expertise in preparing the UDO which will provide the Town a great tool, great start, and a great foundation for making changes in the future.

8. TOWN ADMINISTRATOR'S REPORT:

a) Mr. Gordon reported the following:

- NCDOT will begin the Curb/Gutter and Buffalo Road project during the month of June 2021 with possible road closures and asked NCDOT to provide a work schedule to assist the Town with advising the public on such.
- Plans to ensure that NCDOT provides an entrance into the Veterans Memorial Site during that project.
- Town plans to hold a Veterans Day Ceremony and Celebration on Veterans Day, Thursday, November 11, 2021, to recognize the veterans. In addition, there will be entertainment and food trucks after the ceremony.
- In the future the Town plans to include a yearly Veteran's Day Celebration and a Fall Event in the budget. Mayor Mulhollem expressed agreement in planning for the events.
- According to the Johnston County Board of Elections as of the date of this meeting, the filing period for the Municipal Election is Friday,

July 2, 2021, at noon through Friday, July 16, 2021, at noon. Discussion followed regarding the possibility that it may be postponed until a later date.

- The Archer Lodge Community Center will hold the July 4th Celebration this year on Saturday, July 3, 2021, with a parade, food trucks, entertainment and fireworks.
- The Archer Lodge Community Center has tentative plans to resume their fourth Monday of the Month Meetings in July 2021.

9. FINANCIAL/TOWN CLERK'S REPORT:

a) Interim Financial Reports for May 2021

Ms. Batten provided an interim summary for all funds ending May 31, 2021. She noted the fiscal year is 92% complete and the General Fund collected revenues are currently 96% of those anticipated. In addition, the expenditures in the General Fund were roughly 86% of those budgeted. In reviewing the year-to-date figures, revenues exceeded the expenditures by approximately \$135,000. Regarding the other three funds: Capital Reserve, Park Reserve and Public Safety Reserve Funds, Ms. Batten shared that the only transactions were investment earnings in each, and the three-cents transfer from the General Fund to the Park Reserve Fund.

When comparing May 2021 with May 2020, the revenues were higher, and the expenditures were lower in May 2021 with a net increase of approximately \$75,300 in May 2021.

She had no report or information to share regarding the Town Park Project. No further comments.

10. PLANNING/ZONING REPORT:

a) Planning | Zoning | Projects | Updates

Ms. Maybee reported the following for the Planning & Zoning Report: She provided Council a copy of the Planning & Zoning Report dated July 1, 2019 - May 31, 2021.

- Comparison of total permits issued:
 - 41 Permits issued in 2019-2020 - 15 Single Family Dwellings
 - 68 Permits issued in 2020-2021 to date - 34 Single Family Dwellings
- Harden Creek Subdivision has just come on-line, and Staff is

- expecting many zoning permits for stick-built houses.
- \$300,000 baseline value of a new single-family home being built.
- Incoming Emails:
 - April 2021 = 1,048
 - May 2021 = 905
 - Total for 2021 to Date = Approximately 8,800
- Outgoing Emails:
 - April 2021 = 422
 - May 2021 = 320
 - Total for 2021 to Date = Approximately 3,400
- Other Activities:
 - 3 Subdivisions to Date: Bittle Creek, Vinson Park, and Harden Creek
 - 13 Ordinance Amendments were adopted.
 - Received a Letter of Approval from the State for the Watershed Ordinance complying with State Law.
 - Will forward a copy of the new UDO to the State for approval.
 - Received draft Memo stating that the Flood Prevention Ordinance complies and waiting for an official Letter of Approval.
 - Reviewing the ordinances regarding nuisances and animal control.

Ms. Maybee provided Council a copy of the April and May 2021 Animal Control Report:

- Ms. Kerry Barnes, Animal Control Officer, is promptly responding to complaints and issuing citations as needed.
- There was discussion regarding some discrepancies in the Billing Information on the Animal Control Report. Ms. Maybee responded that she would provide a corrected report.
- Ms. Maybee informed that Ms. Barnes does a great job communicating with her regarding situations in the town.

b) Code Enforcement

Ms. Maybee reported the following:

- Johnston County has posted some stop-work orders due to violations.
- Working with Johnston County and State Agencies regarding the following complaints:
 - Trees being in the right-of-way
 - Burning garbage
 - Chemicals stored near creek
 - Oil spills on the ground
 - Nuisance Vehicles
- Will be focusing more on addressing citizen complaints after having completed the adoption of the new UDO.

c) CAMPO

Ms. Maybee reported the following:

- April 2021 meeting was cancelled.
 - May 2021 and June 2021 meetings discussed the end of year budget and mass transit.
 - Traffic data provided by CAMPO being inaccurate for the area, Ms. Maybee corresponded with CAMPO Staff and shared mapping from Johnston County Geographical Information System (GIS) that showed most up-to-date views taken of the residential subdivisions up through 2017.
 - The County is in the process of updating the GIS, and she will be sharing updated information with CAMPO once it becomes available.
-

11. MAYOR'S REPORT:

a) Mayor Mulhollem reported the following:

- **Congratulated Council Member Wilson for his leadership appointment as First Vice Chair with Triangle J Council (TJCOG). Council Member Wilson noted that he has been serving TJCOG for 6 years.**
 - **He expressed appreciation to the Staff, Legal Team, Planning Board, and Town Council for all of their hard work in the process of adopting the new 160D UDO. He reiterated that it is a living document that the Town can expect changes requiring amendments in the future.**
 - **Expressed appreciation to Staff for the outstanding Audit Report as presented by Mr. Place.**
-

12. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

- a) Council Member Wilson shared that he was honored to accept the position of First Vice Chair with TJCOG since it was an election of 53 fellow counties and towns. He shared that his wife, Jane Wilson, celebrated her 83rd Birthday. He expressed his sadness due to the loss of his long-time pet due to declining health. Mayor Mulhollem shared that he was sorry to hear of his loss.**
-

- b) Council Member Purvis had no remarks.**
-

-
- c) **Mayor Pro Tem Castleberry shared that the Johnston County Economic Development Board was pleased that Johnston County had received positive commercial advertising coverage due the Amazon Distribution Center coming to the County and creating more jobs. He shared that there is a possibility of another company coming to the County.**
-

- d) **Council Member Bruton shared that it was good to be present in the meeting again. She thanked Staff for their efforts in assisting her while attending remotely and providing meeting materials. She expressed sympathy for Council Member Wilson's loss of his pet due to recently having gone through it herself with her own pet.**

13. ADJOURNMENT:

- a) **Having no further business, Mayor Mulhollem asked for a motion to adjourn meeting.**

Moved by: Mayor Pro Tem Castleberry

Seconded by: Council Member Purvis

Adjourned Meeting at 7:56 p.m.

CARRIED UNANIMOUSLY

Matthew B. Mulhollem, Mayor

Kim P. Batten, Town Clerk



TOWN OF ARCHER LODGE FINANCIAL SUMMARY REPORT FOR MONTH ENDING OCT 31, 2022

GENERAL FUND 10				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
AD-VALOREM & MOTOR VEHICLE TAXES	1,117,200.00	51,656.15	144,927.54	12.97%
SALES TAXES	284,000.00	26,419.75	55,679.55	19.61%
FRANCHISE TAXES	142,500.00	0.00	0.00	0.00%
ALCOHOL BEV TAXES/JO CO ABC DIST	39,000.00	5,422.81	5,422.81	13.90%
PERMITS AND FEES	8,500.00	605.00	2,380.00	28.00%
FEE IN LIEU OF RECREATION	78,000.00	0.00	0.00	0.00%
AMERICAN RESCUE PLAN ACT GRANT (ARPA)	525,500.00	0.00	525,213.37	99.95%
JO CO OPEN SPACE/COMMUNITY GRANT	83,400.00	0.00	0.00	
PEG CHANNEL SUPPORT	51,500.00	0.00	0.00	0.00%
MISCELLANEOUS REVENUES	0.00	1,785.55	3,771.12	#DIV/0!
INVESTMENT EARNINGS	15,000.00	3,302.01	10,164.20	67.76%
TRANSFER IN FROM CAP RES FUND 30	0.00	0.00	0.00	#DIV/0!
TRANSFER IN FROM PARK RES FUND 31	60,000.00	0.00	60,000.00	100.00%
TRANSFER IN FROM PUBLIC SAFE RES FUND 32	200,000.00	0.00	0.00	0.00%
FUND BALANCE APPROPRIATION	40,000.00	0.00	0.00	0.00%
TOTALS	2,644,600.00	89,191.27	807,558.59	30.54%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	57,605.00	152.13	14,928.06	25.91%
ADMINISTRATION	333,985.00	23,344.06	114,987.06	34.43%
JO CO TAX COLLECTION FEES	30,000.00	1,345.43	3,953.43	13.18%
LEGAL	18,000.00	0.00	2,250.00	12.50%
PROPERTY TAXES	100.00	0.00	0.00	0.00%
PUBLIC BUILDINGS	83,600.00	4,227.66	16,223.55	19.41%
PEG MEDIA PARTNERS	51,500.00	0.00	0.00	0.00%
PUBLIC SAFETY	571,700.00	17,631.97	46,405.33	8.12%
TRANSPORTATION-PUBLIC WORKS	28,500.00	449.65	1,454.84	5.10%
PLANNING & ZONING	236,530.00	8,278.20	51,072.35	21.59%
CULTURAL & RECREATION	410,915.00	18,245.26	36,026.44	8.77%
DEBT SERVICES	136,940.00	0.00	97,916.30	71.50%
TRANSFER TO CAP RESERVE	0.00	0.00	0.00	#DIV/0!
TRANSFER TO PARK RESERVE	160,000.00	4,039.52	12,740.92	7.96%
TRANSFER TO PUBLIC SAFETY RESERVE	0.00	0.00	0.00	#DIV/0!
TRANSFER TO AM RESCUE PLAN (ARPA)	525,225.00	0.00	525,213.37	100.00%
TRANSFER TO STATE INFRASTRUCTURE (SCIF)	0.00	0.00	0.00	#DIV/0!
	2,644,600.00	77,713.88	923,171.65	34.91%
Y-T-D GENERAL FUND INCREASE (DECREASE)		11,477.39	(115,613.06)	

CAPITAL RESERVE FUND 30

<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	5,000.00	979.26	2,993.73	59.87%
TRANSFER FROM GEN FUND 10	0.00	0.00	0.00	#DIV/0!
FUND BALANCE APPROPRIATED	0.00	0.00	0.00	#DIV/0!
TOTALS	5,000.00	979.26	2,993.73	59.87%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	0.00	0.00	0.00	#DIV/0!
TRANSFER TO FUND BALANCE	5,000.00	0.00	0.00	0.00%
TOTALS	5,000.00	0.00	0.00	0.00%
Y-T-D CAP RESERVE FUND INCREASE (DECREASE)		979.26	2,993.73	

PARK RESERVE FUND 31

<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	2,000.00	190.00	759.80	37.99%
TRANSFER FROM GEN FUND 10	160,000.00	4,039.52	12,740.92	7.96%
FUND BALANCE APPROPRIATED	0.00	0.00	0.00	#DIV/0!
TOTALS	162,000.00	4,229.52	13,500.72	8.33%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
RECREATION DEVELOPMENT	0.00	0.00	0.00	#DIV/0!
TRANSFER TO GEN FUND 10	60,000.00	0.00	60,000.00	100.00%
TRANSFER TO AL TOWN PRK FND 41	102,000.00	0.00	0.00	0.00%
TOTALS	162,000.00	0.00	60,000.00	37.04%
Y-T-D PARK RESERVE FUND INCREASE (DECREASE)		4,229.52	(46,499.28)	

PUBLIC SAFETY RESERVE FUND 32

<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	5,000.00	921.61	2,817.50	56.35%
TRANSFER FROM GEN FUND 10	0.00	0.00	0.00	#DIV/0!
FUND BALANCE APPROPRIATED	195,000.00	0.00	0.00	0.00%
				#DIV/0!
TOTALS	200,000.00	921.61	2,817.50	1.41%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
PUBLIC SAFETY DEVELOPMENT	0.00	0.00	0.00	#DIV/0!
TRANSFER TO GEN FUND 10	200,000.00	0.00	0.00	0.00%
TOTALS	200,000.00	0.00	0.00	0.00%
Y-T-D PUB SAFE RES FUND INCREASE (DECREASE)		921.61	2,817.50	



Kim P. Batten

WITH ARPA AND SCIF



TOWN OF ARCHER LODGE FINANCIAL SUMMARY REPORT FISCAL YEAR COMPARISON FOR PERIOD ENDING OCTOBER 31

GENERAL FUND				
REVENUES		Oct-22	Oct-21	DIFFERENCE
	AD-VAL & MOTOR VEHICLE TAXES	144,927.54	127,656.66	17,270.88
	SALES TAXES	55,679.55	50,137.40	5,542.15
	FRANCHISE TAXES	0.00	0.00	0.00
	ALCOHOL BEV TAXES/JO CO ABC DIST	5,422.81	7,591.93	(2,169.12)
	PERMITS AND FEES	2,380.00	3,000.00	(620.00)
	FEE IN LIEU OF RECREATION	0.00	0.00	0.00
	ARPA GRANT & SCIF GRANT	525,213.37	525,213.38	(0.01)
	JO CO OPEN SPACE/COMMUNITY GRANT	0.00	0.00	0.00
	PEG CHANNEL SUPPORT	0.00	0.00	0.00
	MISCELLANEOUS REVENUES	3,771.12	5.27	3,765.85
	INVESTMENT EARNINGS	10,164.20	1,457.20	8,707.00
	TRANSFER IN FROM CAPITAL RES FND 30	0.00	0.00	0.00
	TRANSFER IN FROM PARK RESERVE FND 31	60,000.00	62,000.00	(2,000.00)
	TRANSFER IN FROM PUBLIC SAFE RES FND 32	0.00	0.00	0.00
	FUND BALANCE APPROPRIATED	0.00	0.00	0.00
Y-T-D INCREASE (DECREASE)		807,558.59	777,061.84	30,496.75
EXPENDITURES		Oct-22	Oct-21	DIFFERENCE
	GOVERNING BODY	14,928.06	15,356.34	(428.28)
	ADMINISTRATION	114,987.06	106,017.30	8,969.76
	JO CO TAX COLLECTION FEES	3,953.43	3,506.78	446.65
	LEGAL	2,250.00	3,217.50	(967.50)
	PROPERTY TAXES	0.00	0.00	0.00
	PUBLIC BUILDINGS	16,223.55	13,553.82	2,669.73
	PEG MEDIA PARTNERS	0.00	0.00	0.00
	PUBLIC SAFETY	46,405.33	47,861.19	(1,455.86)
	TRANSPORTATION-PUBLIC WORKS	1,454.84	3,035.32	(1,580.48)
	PLANNING & ZONING	51,072.35	31,491.63	19,580.72
	CULTURAL & RECREATION	36,026.44	12,300.00	23,726.44
	DEBT SERVICES	97,916.30	100,828.71	(2,912.41)
	TRANSFER TO CAP RESERVE	0.00	25,000.00	(25,000.00)
	TRANSFER TO PARK RESERVE	12,740.92	16,934.04	(4,193.12)
	TRANSFER TO PUBLIC SAFETY RESERVE	0.00	25,000.00	(25,000.00)
	TRANSFER TO ARPA & SCIF FUNDS	525,213.37	525,213.38	(0.01)
		923,171.65	929,316.01	(6,144.36)
Y-T-D INCREASE (DECREASE)		(115,613.06)	(152,254.17)	36,641.11

Kim P. Batten

FINANCE OFFICER



PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Archer Lodge

Updated
December 5, 2022

ADDRESS	VIOLATION	STATUS
Par ID 179000548413	JP	OPEN
205 Fletcher Rd	AC	ABATED
131 Helena Ln	JP/JV	OPEN
14515 Buffalo Rd	ZV	ABATED
14388 Buffalo Rd	OL	ABATED
14649 Buffalo Rd	MH/OL/JV/JP	OPEN
PAR ID 178000193941	OL/MH	OPEN
14790 Buffalo Rd	OL	OPEN
15026-1 Buffalo Rd	OL/MH	ABATED
15180 Buffalo Rd	OL/JV/JP/AC	OPEN
14960 Buffalo Rd	OL/MH	OPEN
Par ID 178000193941	OL	ABATED
14374 Buffalo Rd	MH	ABATED
159 Fletcher Rd	JV/OL/JP	ABATED
15367 Buffalo Rd	JP	ABATED
6565 Covered Bridge Rd	OL/MH	OPEN
124 Harding Dr	JP/OL/JV	OPEN
57 Nashville Dr	JP	OPEN
3901 Bridge Ct	JP/JV/AC/OL	OPEN
5575 Covered Bridge Rd	OL	OPEN
104 Harding Dr	OL/JP	OPEN
35 Harding Dr	JP	OPEN
3900 Bridge Ct	JV/JP/OL	OPEN
6619 Covered Bridge Rd	JP	OPEN

HIGHLIGHTS

- 4 New Cases were opened.
- 4 Notice of Violations were issued.
- 5 Notice of Hearings sent out.
- 38 Signs picked up
- Inspections, follow ups and in person meetings or attempted in person meetings were made with all violators.
- 131 Helena Ln -Owner is making progress.
- 14960 Buffalo Rd - Owner is making amazing progress.
- 14649 Buffalo Rd - Owner is still making progress junk vehicles remain.
- 15367 Buffalo Rd – Complaint made to the state abated in 4 days.
- 3901 Bridge Ct- Property Owner has been amazing to work with.
- I would like to thank each of you for the opportunity to serve this community and “Protecting Quality of Life”



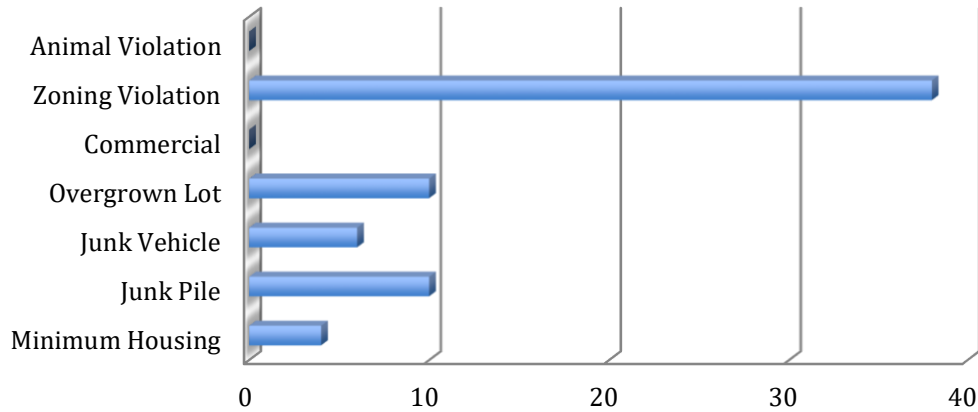
PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Archer Lodge

Updated
December 5, 2022

Violations by the Numbers



	Minimum Housing	Junk Pile	Junk Vehicle	Overgrown Lot	Commercial	Zoning Violation	Animal Violation
Violations by the Numbers	4	10	6	10	0	38	0



PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Archer Lodge

Updated
December 5, 2022

Case Status To Date

