



Town of Archer Lodge

AGENDA

Regular Council Meeting

Monday, March 4, 2024 @ 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. PLANNING/ZONING REPORT:

- 3 - 5 4.a. Code Enforcement Monthly Report
[Archer Lodge Monthly Report - February 2024](#)

5. DISCUSSION AND POSSIBLE ACTION ITEMS:

- 6 5.a. Discussion and Possible Action of Renewing the Deer Urban Archery for 2025 in the Town of Archer Lodge
[2025 Deer Urban Archery Season Renewal Form](#)
- 7 - 8 5.b. Discussion and Possible Action of Adopting the Budget Amendment for Fiscal Year Ending June 30, 2024 ~ (BA 2024 02)
[BA 2024 02](#)

- 9
- 5.c. Discussion and Possible Action of Adopting a Grant Project Ordinance for the State of North Carolina Directed Grant 2024 Managed by the Office of State Budget and Management (OSBM) and Funded by Regional Economic Development Reserve (REDR)~ (Ordinance# AL2024-03-1)
[AL2024-03-1 Grant Project Ordinance - Regional Economic Development Reserve \(24REDR\) State Directed Grant](#)
 - 5.d. Discussion and Possible Action of Adopting the Town of Archer Lodge Food Truck Policy

6. TOWN ATTORNEY'S REPORT:

7. TOWN ADMINISTRATOR'S REPORT:

8. HUMAN RESOURCES OFFICER/TOWN CLERK'S REPORT:

9. PARKS & RECREATION DIRECTOR'S REPORT:

10. MAYOR'S REPORT:

11. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

12. ADJOURNMENT:



PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Archer Lodge

Updated
January 2024

ADDRESS	VIOLATION	STATUS
111 Coharie Dr	JV/OL	ABATED
221 Wyndfall Ln	JV	OPEN
2209 Raintree Dr	JV/OL/JP	ABATED
2309 Raintree Dr	JV/JP/OL	ABATED
388 Wyndfall Ln	JP	ABATED
631 Wendell Rd	JV	ABATED
105 Buckhorn LN	JV	ABATED
359 Wyndfall Ln	JP/JV	OPEN
100 Allison Way	JV	OPEN
306 Wyndfall Ln	JV	OPEN
120 Buckhorn Ln	JV	OPEN
13192 Buffalo Rd	JV	ABATED
7508 Covered Bridge Rd	JV	OPEN
1145 S. Murphey Rd	JV	ABATED
1119 S Murphey Rd	JV	OPEN
38 S. Murphey Rd	JV	ABATED
6565 Covered Bridge Rd	JV	ABATED
108 Sprewell Ct	JV/OL	OPEN
110 Tecumseh Ct	JV/OL	OPEN
131 Ottawa Ct	JV	OPEN
108 Seminole Dr	OL/Pool	OPEN
101 Coharie Dr	JP/JV	ABATED
113 Chatham	JP/OL	ABATED
12910 Buffalo Rd	JP/OL	ABATED
210 Wyndfall ln	JP	OPEN
122 Loop Rd	ZV/JV	ABATED
399 Loop Rd	OL	OPEN
230 Loop Rd	JV	ABATED
104 S Woodstone Dr	JV	OPEN
2204 Raintree Dr	JV	OPEN



PROTECTING QUALITY OF LIFE

Alliance Code
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Monthly Report
Town of Archer Lodge

Updated
January 2024

13548 Buffalo Rd	OL	OPEN
113 Buckhorn	JV	OPEN
124 Cohaire Dr	JP	OPEN

HIGHLIGHTS

- With focus on abatements this month, only 4 new cases generated, but have had the success of 15 abatements.
- Out of the 7 hearings that were set, three have been abated prior to hearings.
- Discussed violations with numerous property owners and several cases are near abatement.
- Contact has been made with several property owners, and many are in the process of getting things abated.



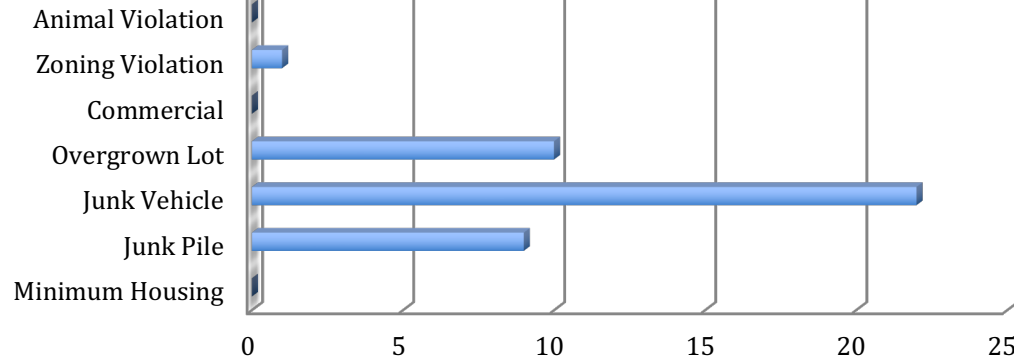
PROTECTING QUALITY OF LIFE

Alliance Code
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Monthly Report
Town of Archer Lodge

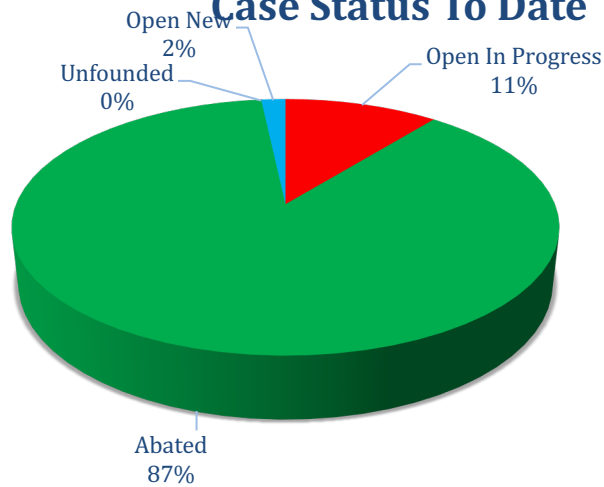
Updated
January 2024

Violations by the Numbers



	Minimum Housing	Junk Pile	Junk Vehicle	Overgrown Lot	Commercial	Zoning Violation	Animal Violation		
Violations by the Numbers	0	9	22	10	0	1	0		

Case Status To Date



Total Cases - 189

Abated - 167

Open In Progress - 18

Open New - 4

Open In Progress Abated Unfounded Open New



Deer Urban Archery Season Renewal Form

(January 11 - February 16, 2025)

January 27, 2024

Please update any contact information that is not correct

Town of Archer Lodge
Bryan Chadwick
14094 Buffalo Road
Archer Lodge, NC 27527

Name of Representative: _____
Address: _____
City: _____ Zip Code: _____
Email Address: _____
Phone Number: _____

Do you wish to participate in the 2025 Deer Urban Archery Season (January 11 – February 16, 2025)

Yes ☒

No ☐

It is Wildlife Management policy to provide a complete list of participating municipalities to the hunting public in the Regulations Digest. Please indicate the phone number and/ or website to be listed in the 2024-25 Inland Fishing, Hunting, and Trapping Regulations Digest (Please Print)

Phone Number: **919-359-9727**

Website: **archerlodgenc.gov**

Are there any changes to the map submitted with your participation letter?

Yes ☐

No ☒

If "Yes", please attach a new map to this form. (No larger than 11"X17")

Please print and sign the name of the representative for the **Town of Archer Lodge**.

Name of Representative: **Bryan Chadwick, Town Administrator**

(Please Print Name)

Signature: _____

Thank you for your interest in the management of our state's wildlife resources. Please complete and return this form by mail to:

Terrell Eason, Program Support
Wildlife Management Division
1722 Mail Service Center
Raleigh, NC 27699-1700

Or email:

terrell.eason@ncwildlife.org

Bradley W. Howard

Brad Howard
Chief, Wildlife Management Division
(919) 707-0050

Applications must be received by April 1, 2024, to be a part of the Deer Urban Archery Season

Town of Archer Lodge
Fiscal Year Ending June 30, 2024



Budget Amendment # BA 2024 02

Date: 04-Mar-24

Gen Fund/Cap Res Fund/Public Safety Res Fund/Town Park Fund
ARPA Fund Grant/State Capital & Infrastructure Fund (SCIF) Grant
Regional Economic Development Reserve Directed Grant '24 (24REDR)

Account	Account Number	Budget	Amendment	Amended Budget
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Revenues:

Gen/2023 Property Taxes	10-3123-0000	987,500.00	128,000.00	1,115,500.00
Gen/2023 Vehicle Taxes	10-3123-0120	150,000.00	24,000.00	174,000.00
Gen/Parks & Recreation Fees	10-3350-0000	55,000.00	7,000.00	62,000.00
Gen/Parks & Recreation Rentals	10-3351-0000	5,000.00	5,000.00	10,000.00
Gen/Carolina Panthers Community Grant	10-3452-0000	-	1,000.00	1,000.00
Gen/Regional Economic Development Reserve Directed Grant '24	10-3484-0000	-	2,365,000.00	2,365,000.00
Gen/Miscellaneous Revenues	10-3800-0000	2,000.00	4,500.00	6,500.00
Gen/Investment Earnings	10-3831-0000	25,000.00	45,000.00	70,000.00
Gen/Jo Co Open Space/Community Grant	10-3490-0000	-	47,500.00	47,500.00
Gen/Jo Co Tourism Authority Grant	10-3492-0000	-	5,000.00	5,000.00
Cap Res Fnd/Investment Earnings	30-3831-0000	1,000.00	2,000.00	3,000.00
Public Safety Res Fnd/Investment Earnings	32-3831-0000	1,000.00	19,000.00	20,000.00
Public Safety Res Fnd/Fund Balance Appropriated	32-3990-0000	199,000.00	(19,000.00)	180,000.00
Town Park Fnd/NC PARTF Grant - NCDNCR	41-3482-0000	-	83,229.00	83,229.00
ARPA/Investment Earnings	42-3831-0000	-	7,700.00	7,700.00
SCIF/Investment Earnings	43-3831-0000	-	12,000.00	12,000.00
24REDR/Transfer from General Fund 10	44-3900-3910	-	2,365,000.00	2,365,000.00

Total Increase (Decrease) in Revenues

5,101,929.00

Expenditures:

Gen/Gov Body/Unemployment	10-4110-1850	-	100.00	100.00
Gen/Gov Body/Small Equipment & Furnishings	10-4110-5000	2,000.00	3,000.00	5,000.00
Gen/Admin/Unemployment	10-4120-1850	250.00	50.00	300.00
Gen/Admin/Employee Assistance Program (EAP)	10-4120-1860	-	50.00	50.00
Gen/Admin/Professional Fees	10-4120-1900	10,500.00	5,500.00	16,000.00
Gen/Admin/Travel	10-4120-3100	500.00	300.00	800.00
Gen/Admin/Insurance Workers Compensation	10-4120-4550	500.00	100.00	600.00
Gen/Public Buildings/Professional Fees	10-4190-1900	-	10,000.00	10,000.00
Gen/Public Buildings/Supplies-Buildings	10-4190-2000	6,389.00	6,900.00	13,289.00
Gen/Public Buildings/Electric	10-4190-3330	20,000.00	5,000.00	25,000.00
Gen/Public Buildings/Communications	10-4190-3340	8,500.00	2,500.00	11,000.00
Gen/Public Buildings/Contracted Services	10-4190-3500	249,500.00	183,500.00	433,000.00
Gen/Public Buildings/Veterans Memorial	10-4190-5200	1,500.00	2,500.00	4,000.00
Gen/Public Buildings/Building Permits	10-4190-5900	7,000.00	2,000.00	9,000.00
Gen/Public Safety/Contracted Services/Fire Department	10-4300-3500	475,000.00	10,000.00	485,000.00
Gen/Planning_Zoning/Salaries	10-4910-1210	110,000.00	(19,525.00)	90,475.00
Gen/Planning_Zoning/Employee Assistance Program (EAP)	10-4910-1860	-	25.00	25.00

Gen/Planning_Zoning/Contracted Services	10-4910-3500	53,000.00	40,500.00	93,500.00
Gen/Parks & Recreation/Overtime	10-6120-1215	5,000.00	(4,000.00)	1,000.00
Gen/Parks & Recreation/Salaries (Part-Time)	10-6120-1220	20,000.00	4,000.00	24,000.00
Gen/Parks & Recreation/Retirement	10-6120-1820	23,500.00	610.00	24,110.00
Gen/Parks & Recreation/Unemployment	10-6120-1850	250.00	50.00	300.00
Gen/Parks & Recreation/Employee Assistance Program (EAP)	10-6120-1860	-	40.00	40.00
Gen/Parks & Recreation/Program Materials & Supplies-Parks & Rec	10-6120-2050	65,000.00	1,000.00	66,000.00
Gen/Parks & Recreation/Uniforms	10-6120-2080	-	300.00	300.00
Gen/Parks & Recreation/Travel	10-6120-3100	500.00	500.00	1,000.00
Gen/Parks & Recreation/Training & Meetings	10-6120-3110	5,000.00	2,000.00	7,000.00
Gen/Parks & Recreation/Contracted Services	10-6120-3500	361,804.13	3,000.00	364,804.13
Gen/Parks & Recreation/Repairs & Maintenance Equipment	10-6120-3520	-	1,500.00	1,500.00
Gen/Parks & Recreation/Dues & Subscriptions	10-6120-4000	500.00	500.00	1,000.00
Gen/Parks & Recreation/Small Equipment & Furnishings	10-6120-5000	41,070.00	5,000.00	46,070.00
Gen/Interfund Transfers/Transfer to Reg Econ Dev Res Grant Fnd 44	10-9900-0044	-	2,365,000.00	2,365,000.00
Cap Res Fnd/Transfer to Fund Balance	30-9990-0000	1,000.00	2,000.00	3,000.00
Town Park Fnd/Transfer to General Fund	41-9900-0010	-	83,229.00	83,229.00
ARPA/Contracted Services	42-6120-3500	47,553.01	7,700.00	55,253.01
SCIF/Contracted Services	43-6120-3500	270,368.01	12,000.00	282,368.01
24REDR/Contracted Services	44-4190-3500	-	2,365,000.00	2,365,000.00

Total Increase (Decrease) in Expenditures

5,101,929.00

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Justification for Budget Amendment:

To appropriate or reappropriate unanticipated revenues and expenditures as recorded.

Adopted this 4th day of March 2024

ATTEST:

Matthew B. Mulhollem, Mayor

Jenny Martin, Town Clerk

Bryan Chadwick, Budget Officer

**TOWN OF ARCHER LODGE
GRANT PROJECT ORDINANCE FOR THE
STATE OF NORTH CAROLINA DIRECTED GRANT 2024
MANAGED BY THE OFFICE OF STATE BUDGET AND MANAGEMENT (OSBM)
AND FUNDED BY REGIONAL ECONOMIC DEVELOPMENT RESERVE (REDR)**

BE IT ORDAINED by the Town Council of the Town of Archer Lodge, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. This ordinance is to establish a budget for a Directed Grant project being funded by the North Carolina General Assembly's 2023 Appropriations Act, Session Law (SL) 2023-134, Committee Report Reference H259, Item 697 for Capital Improvements or Equipment at Town Parks.

Section 2. These funds may be used in accordance with the requirements set by the grant, and to the extent authorized by North Carolina state law.

Section 3. The following amounts are appropriated for the project and authorized for expenditure:

Contracted Services	\$ 2,505,000
Total	\$ 2,505,000

Section 5. The following revenues are anticipated to be available to complete the project:

Directed Grant (Transferred from General Fund)	\$ 2,365,000
Investment Earnings	140,000
Total	\$ 2,505,000

Section 6: The Finance Officer is hereby directed to maintain within the Directed Grant Project Fund specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements and any state regulations that may apply.

Section 7. The Finance Officer is hereby directed to report on the financial status of the project as needed by the Town Council.

Section 8. Copies of the grant project ordinance shall be on file with the Finance Officer and Town Clerk for direction in carrying out this project.

Section 9. This grant project ordinance expires when all the Directed Grant funds have been expended by the Town.

DULY ADOPTED THIS, THE 4TH DAY OF MARCH 2024.

TOWN OF ARCHER LODGE:

ATTEST:

Matthew B. Mulhollem, Mayor

Jenny Martin, Town Clerk

(SEAL)