



Town of Archer Lodge

AGENDA

Regular Council Meeting

Monday, December 4, 2023 @ 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. ORGANIZATIONAL ITEMS:

- 4.a. Administration of Oath of Mayor by Madam Clerk of Superior Court, Michelle Ball
 - Matthew B. Mulhollem
- 4.b. Administration of Oath of Town Council Member(s) by Madam Clerk of Superior Court, Michelle Ball
 - Clyde B. Castleberry
 - J. Mark Jackson
 - James L. Purvis, III
- 4.c. Comments from Newly Sworn Elected Officials
 - Mayor Matthew B. Mulhollem
 - Council Member Clyde B. Castleberry
 - Council Member J. Mark Jackson
 - Council Member James L. Purvis, III

5. DISCUSSION AND POSSIBLE ACTION ITEMS:

- 5.a. Discussion and Possible Action of Nominating and Appointing Mayor Pro Tempore
- 5.b. Administrative of Oath of Office for Mayor Pro Tempore by Mayor Matthew B. Mulhollem
- 5.c. Discussion and Possible Action of Appointing a Town of Archer Lodge Representative and Alternate for the North Carolina Capital Area Metropolitan Planning Organization (CAMPO)

6. TOWN ATTORNEY'S REPORT:

7. TOWN ADMINISTRATOR'S REPORT:

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

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- 8.a. Interim Financial Reports for October 2023
[OCTOBER 2023 - ALL FUNDS](#)
[OCTOBER 2023 - YTD COMP](#)

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

10. PARKS & RECREATION DIRECTOR'S REPORT:

11. PLANNING/ZONING REPORT:

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- 11.a. Planning/Zoning Update
- 11.b. Code Enforcement Monthly Report
[Archer Lodge Monthly Report November](#)

12. MAYOR'S REPORT:

13. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

14. ADJOURNMENT:



TOWN OF ARCHER LODGE FINANCIAL SUMMARY REPORT FOR MONTH END OCT 31, 2023

GENERAL FUND 10				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
AD-VALOREM & MOTOR VEHICLE TAXES	1,140,500.00	56,701.75	169,834.81	14.89%
SALES TAXES	306,000.00	32,088.49	68,076.65	22.25%
FRANCHISE TAXES	143,000.00	0.00	0.00	0.00%
ALCOHOL BEV TAXES/JO CO ABC DIST	36,500.00	4,752.36	4,752.36	13.02%
PERMITS AND FEES	6,000.00	350.00	875.00	14.58%
FEE IN LIEU OF RECREATION	78,000.00	0.00	0.00	0.00%
PARKS & RECREATION FEES	55,000.00	(100.00)	24,530.00	44.60%
PARKS & RECREATION RENTALS	5,000.00	2,155.00	2,635.00	
PEG CHANNEL SUPPORT	51,500.00	0.00	0.00	0.00%
MISCELLANEOUS/ALVM BRICK REVENUES	3,000.00	1,015.92	1,020.92	34.03%
CAROLINA PANTHERS COMMUNITY GRANT	0.00	1,000.00	1,000.00	#DIV/0!
INVESTMENT EARNINGS	25,000.00	5,215.84	24,412.80	97.65%
TRANSFER IN FROM CAP RES FUND 30	125,000.00	0.00	125,000.00	100.00%
TRANSFER IN FROM PARK RES FUND 31	58,000.00	0.00	58,000.00	100.00%
TRANSFER IN FROM PUBLIC SAFE RES FUND 32	200,000.00	0.00	0.00	0.00%
FUND BALANCE APPROPRIATION	500,000.00	0.00	0.00	0.00%
TOTALS	2,732,500.00	103,179.36	480,137.54	17.57%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	63,515.00	1,073.00	12,268.94	19.32%
ADMINISTRATION	400,950.00	27,632.34	143,491.03	35.79%
JO CO TAX COLLECTION FEES	35,000.00	1,501.67	4,617.27	13.19%
LEGAL	18,000.00	900.00	2,050.00	11.39%
PROPERTY TAXES	100.00	0.26	0.78	0.78%
PUBLIC BUILDINGS	315,889.00	84,133.58	133,285.31	42.19%
PEG MEDIA PARTNERS	51,500.00	0.00	0.00	0.00%
PUBLIC SAFETY	682,000.00	21,236.68	58,764.96	8.62%
TRANSPORTATION-PUBLIC WORKS	27,000.00	915.56	2,002.04	7.41%
PLANNING & ZONING	231,600.00	19,288.40	57,994.01	25.04%
CULTURAL & RECREATION	932,047.00	95,333.21	474,896.49	50.95%
DEBT SERVICES	132,896.00	0.00	95,003.92	71.49%
TRANSFER TO CAP RESERVE	0.00	0.00	0.00	#DIV/0!
TRANSFER TO PARK RESERVE	162,000.00	3,799.96	10,485.61	6.47%
TRANSFER TO PUBLIC SAFETY RESERVE	0.00	0.00	0.00	#DIV/0!
				#DIV/0!
				#DIV/0!
	3,052,497.00	255,814.66	994,860.36	32.59%
Y-T-D GENERAL FUND INCREASE (DECREASE)		(152,635.30)	(514,722.82)	

CAPITAL RESERVE FUND 30				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	1,000.00	118.37	1,568.86	156.89%
TRANSFER FROM GEN FUND 10	0.00	0.00	0.00	#DIV/0!
FUND BALANCE APPROPRIATED	125,000.00	0.00	0.00	0.00%
TOTALS	126,000.00	118.37	1,568.86	1.25%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	125,000.00	0.00	125,000.00	100.00%
TRANSFER TO FUND BALANCE	1,000.00	0.00	0.00	0.00%
TOTALS	126,000.00	0.00	125,000.00	99.21%
Y-T-D CAP RESERVE FUND INCREASE (DECREASE)		118.37	(123,431.14)	

PARK RESERVE FUND 31				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	1,000.00	23.57	352.45	35.25%
TRANSFER FROM GEN FUND 10	162,000.00	3,799.96	10,485.61	6.47%
FUND BALANCE APPROPRIATED	0.00	0.00	0.00	#DIV/0!
TOTALS	163,000.00	3,823.53	10,838.06	6.65%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	58,000.00	0.00	58,000.00	100.00%
TRANSFER TO AL TOWN PRK FND 41	50,000.00	0.00	0.00	0.00%
TRANSFER TO FUND BALANCE	55,000.00	0.00	0.00	0.00%
TOTALS	163,000.00	0.00	58,000.00	35.58%
Y-T-D PARK RESERVE FUND INCREASE (DECREASE)		3,823.53	(47,161.94)	

PUBLIC SAFETY RESERVE FUND 32				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	1,000.00	1,838.68	7,358.97	735.90%
TRANSFER FROM GEN FUND 10	0.00	0.00	0.00	#DIV/0!
FUND BALANCE APPROPRIATED	199,000.00	0.00	0.00	0.00%
				#DIV/0!
TOTALS	200,000.00	1,838.68	7,358.97	3.68%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	200,000.00	0.00	0.00	0.00%
TRANSFER TO FUND BALANCE	0.00	0.00	0.00	#DIV/0!
TOTALS	200,000.00	0.00	0.00	0.00%
Y-T-D PUB SAFE RES FUND INCREASE (DECREASE)		1,838.68	7,358.97	



Kim P. Batten

FINANCE OFFICER

ASSISTANT TOWN ADMINISTRATOR



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

GENERAL FUND				
REVENUES		Oct-23	Oct-22	DIFFERENCE
	AD-VAL & MOTOR VEHICLE TAXES	169,834.81	144,927.54	24,907.27
	SALES TAXES	68,076.65	55,679.55	12,397.10
	FRANCHISE TAXES	0.00	0.00	0.00
	ALCOHOL BEV TAXES/JO CO ABC DIST	4,752.36	5,422.81	(670.45)
	PERMITS AND FEES	875.00	2,380.00	(1,505.00)
	FEE IN LIEU OF RECREATION	0.00	0.00	0.00
	PARKS & RECREATION FEES	24,530.00	0.00	24,530.00
	PARKS & RECREATION RENTALS	2,635.00	0.00	2,635.00
	PEG CHANNEL SUPPORT	0.00	0.00	0.00
	MISCELLANEOUS/ALVM BRICK REVENUES	1,020.92	3,771.12	(2,750.20)
	INVESTMENT EARNINGS	24,412.80	10,164.20	14,248.60
	GRANTS (ARPA, SCIF, JO CO OPEN SPACE, CAROLINA PANTHERS)	1,000.00	525,213.37	(524,213.37)
	TRANSFER IN FROM CAPITAL RES FND 30	125,000.00	0.00	125,000.00
	TRANSFER IN FROM PARK RESERVE FND 31	58,000.00	60,000.00	(2,000.00)
	TRANSFER IN FROM PUBLIC SAFE RES FND 32	0.00	0.00	0.00
Y-T-D INCREASE (DECREASE)		480,137.54	807,558.59	(327,421.05)
EXPENDITURES		Oct-23	Oct-22	DIFFERENCE
	GOVERNING BODY	12,268.94	14,928.06	(2,659.12)
	ADMINISTRATION	143,491.03	114,987.06	28,503.97
	JO CO TAX COLLECTION FEES	4,617.27	3,953.43	663.84
	LEGAL	2,050.00	2,250.00	(200.00)
	PROPERTY TAXES	0.78	0.00	0.78
	PUBLIC BUILDINGS	133,285.31	16,223.55	117,061.76
	PEG MEDIA PARTNERS	0.00	0.00	0.00
	PUBLIC SAFETY	58,764.96	46,405.33	12,359.63
	TRANSPORTATION-PUBLIC WORKS	2,002.04	1,454.84	547.20
	PLANNING & ZONING	57,994.01	51,072.35	6,921.66
	CULTURAL & RECREATION	474,896.49	36,026.44	438,870.05
	DEBT SERVICES	95,003.92	97,916.30	(2,912.38)
	TRANSFER TO CAP RESERVE	0.00	0.00	0.00
	TRANSFER TO PARK RESERVE	10,485.61	12,740.92	(2,255.31)
	TRANSFER TO PUBLIC SAFETY RESERVE	0.00	0.00	0.00
	TRANSFER TO ARPA & SCIF FUNDS	0.00	525,213.37	(525,213.37)
		994,860.36	923,171.65	71,688.71
Y-T-D INCREASE (DECREASE)		(514,722.82)	(115,613.06)	(399,109.76)

Kim P. Batten

FINANCE OFFICER

ASSISTANT TOWN ADMINISTRATOR



PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Archer Lodge

Updated
November 2023

ADDRESS	VIOLATION	STATUS
-----	JP/JV	OPEN
111 Coharie Dr	JV/OL	ABATED
147 Coharie Dr	JV/OL	OPEN
390 Forest Oak Dr.	JV	OPEN
212 Forest Oak Dr.	JV	OPEN
148 Sandiline Ln.	OL	ABATED
202 Sanidine Ln.	JV	ABATED
221 Wyndfall Ln	JV	ABATED
2209 Raintree Dr	JV/OL/JP	OPEN
2309 Raintree Dr	JV/JP/OL	OPEN
483 Wyndfall Ln.	JV	ABATED
101 Carrie Dr.	JV/OL	ABATED
359 Wyndfall Ln	JP/JV	ABATED
100 Allison Way	JV	ABATED
306 Wyndfall Ln	JV	OPEN
205 Wyndfall Ln.	JV	ABATED
200 Wyndfall Ln.	JV	OPEN
PID 179000274236	OL	ABATED
12700 Buffalo Rd.	JP	OPEN
98 Richmond Dr.	JP	OPEN
86 Richmond Dr.	JP	ABATED
82 Richmond Dr.	JP	ABATED
1013 Deerfield Dr.	JP	ABATED
277 Coharie Dr.	JP	OPEN
108 Sprewell Ct	JV	OPEN
181Talmadge Farm Rd.	OL	OPEN
38 S Murphrey Rd	OL	ABATED
110 Tecumseh Ct	JV/OL	OPEN
131 Ottawa Ct	JV	OPEN



PROTECTING QUALITY OF LIFE

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Monthly Report
Town of Archer Lodge

Updated
November 2023

108 Seminole Dr	OL/Pool	OPEN
101 Coharie Dr	JP/JV	OPEN
113 Chatham	JP/OL	OPEN
12910 Buffalo Rd	JP/OL	OPEN
210 Wyndfall ln	JP	ABATED
261 Wyndfall Ln	JP/OL	ABATED
122 Loop Rd	JP	ABATED
388 Wyndfall Ln	JP	OPEN



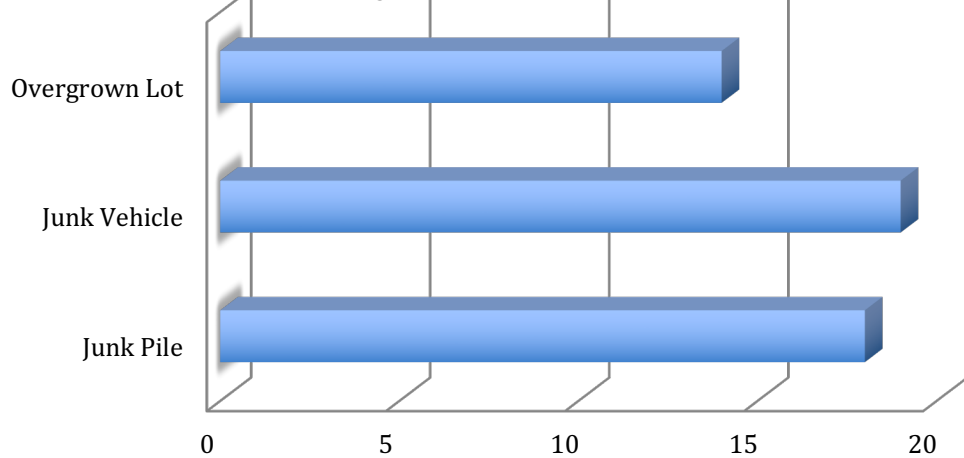
PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Archer Lodge

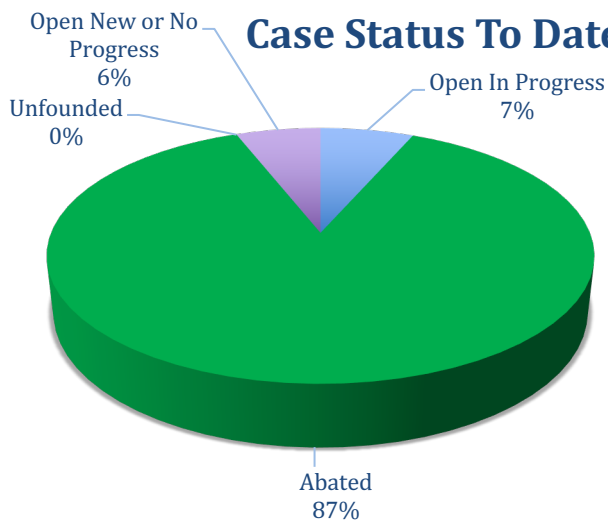
Updated
November 2023

Violations by the Numbers



	Junk Pile	Junk Vehicle	Overgrown Lot
Violations by the Numbers	18	19	14

Case Status To Date



Total Cases - 168

Abated - 147

Unfounded - 0

Open In Progress - 11

Open New/No Progress - 10

Open In Progress Abated Unfounded Open New or No Progress