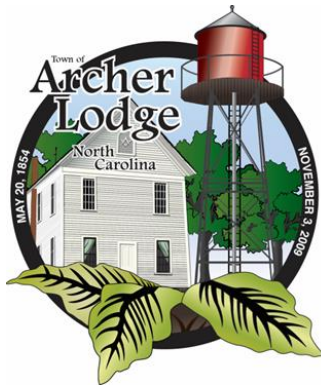




Town of Archer Lodge

AGENDA

Regular Council Meeting & Public Hearing on Amending the Code of Ordinances, Town of Archer Lodge, NC

UDO-TA-1-23

Tuesday, January 3, 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. CONSENT AGENDA:

5 - 22

- 4.a. Approval of Minutes:
 - 07 Nov 2022 Regular Council Meeting Minutes
 - 21 Nov 2022 Special Meeting Minutes
 - [Regular Council - Monday, 07 Nov 2022 - Minutes - Pdf](#)
 - [Special Meeting - Monday, 21 Nov 2022 - Minutes - Pdf](#)

5. ORGANIZATIONAL ITEMS:

- 5.a. Welcome Chris Allen, Archer Lodge's new Parks and Recreation Director

- 5.b. Administration of Oath of Parks and Recreation Director Christopher L. Allen by Mayor Matthew B. Mulhollem
- 5.c. Administration of Oath of Planning Board and Board of Adjustment Member Hearbert A. Locklear by Mayor Matthew B. Mulhollem

6. PUBLIC HEARINGS, DISCUSSION AND POSSIBLE ACTION ITEMS:

23 - 35

- 6.a. **PUBLIC HEARING - Text Amendments - *Code of Ordinances, Town of Archer Lodge, NC***, Chapter 30 - referenced as Unified Development Ordinance (UDO) Text Amendment# UDO-TA-1-23:

- Article 3. – Procedures, Division 1. – Summary Procedures Table, to clarify that appeals of the Town Planner’s decision on an expedited subdivision or final plat application is made to the Archer Lodge Board of Adjustment rather than to Johnston County Superior Court in accordance with NCGS Session Law 2022-62.
- Article 6. – Development Standards, Division 1. – Access and Circulation, Sec. 30 – 6101. – Site Access and On-Site Circulation, to add a new set of provisions permitting the establishment of a shared driveway to serve up to four lots with single-family detached dwellings, along with new standards for configuration and maintenance of shared driveways. Also re-numbering subsequent sub-sections and illustrations in Sec. 30-6101.
- Article 7. – Subdivisions, Division 3. – Streets and Sidewalks, Sec. 30 – 7301. – Roads, to clarify that existing gravel roads may be extended by the distance necessary to serve up to five additional lots beyond those established on June 7, 2021. Paving of the entire gravel road is required for extensions seeking to provide access to six or more lots unless the applicant enters into a development agreement with the Town. Also re-numbering subsequent sub-sections in Sec. 30-7301.

- 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#AL2023-01-1 (aka: UDO-TA-1-23) Amending the Code of Ordinances, Town of Archer**

Lodge, NC, Chapter 30 - Unified Development Ordinance:

Article 3. - Procedures, Division 1

Article 6. - Development Standards, Division 1

Article 7. - Subdivisions, Division 3

[1.1.23 Staff Report UDO TEXT AMENDMENT# UDO-TA-1-22](#)

[Archer Lodge UDOTA-1-23](#)

[AL2023-01-1 Ordinance Amending Ch 30 - UDO Text Amendment# UDO-TA-1-23](#)

- | | | |
|---------|------|--|
| 36 - 37 | 6.b. | Discussion and Consideration of Appointing a Town of Archer Lodge Representative for the Johnston County Economic Development Advisory Board
<u>Jo Co Economic Development Advisory Board Representative for the Town of Archer Lodge</u> |
| 38 - 40 | 6.c. | Discussion and Consideration of Appointing a Voting Delegate for NCLM
<u>NCLM Voting Delegate and Proposed Legislative Goals 2023 2024</u> |
| 41 - 45 | 6.d. | Discussion and Consideration of Selecting 10 of the 16 NCLM's Proposed Advocacy Goals
<u>NCLM Goals With Context for Member Vote 12.15.22</u> |
| 46 | 6.e. | Discussion and Consideration of Adopting Budget Amendment for Fiscal Year Ending June 30, 2023 ~ (BA 2023 02)
<u>BA 2023 02</u> |

7. TOWN ATTORNEY'S REPORT:

8. TOWN ADMINISTRATOR'S REPORT:

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

- | | | |
|---------|------|--|
| 47 - 52 | 9.a. | Interim Financial Reports for November 2022
<u>NOVEMBER 2022 - ALL FUNDS</u>
<u>NOVEMBER 2022 - YTD COMP</u>
<u>NOVEMBER 30, 2022 - PARK PROJECT PART FUND 41</u>
<u>NOVEMBER 30, 2022 - ARPA FUND 42</u>
<u>NOVEMBER 30, 2022 - SCIF FUND 43</u> |
|---------|------|--|

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

11. PLANNING/ZONING REPORT:

12. CODE ENFORCEMENT OFFICER'S REPORT:

53 - 55

- 12.a. Monthly Report
[Monthly Report Archer Lodge - 12.28.22](#)

13. MAYOR'S REPORT:

14. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

15. CLOSED SESSION - PERSONNEL MATTER:

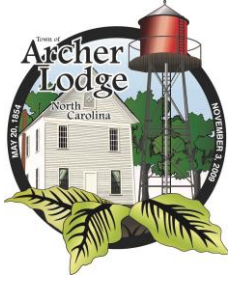
§ 143-318.11(a)(6)

16. RETURN TO OPEN SESSION:

17. POTENTIAL ACTION:

- 17.a. Selection of Candidate for Town Administrator Position
17.b. Approving the Assistant Town Administrator/Finance Officer Job Description and Reclassification of Position

18. ADJOURNMENT:



Regular Council - Minutes Monday, November 7, 2022

COUNCIL PRESENT:

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

STAFF PRESENT:

Mike Gordon, Town Administrator
Chip Hewett, Town Attorney
Julie Maybee, Town Planner
Kim P. Batten, Assistant Town Administrator/Finance Officer
Chris Curry, Code Enforcement Officer
Jenny Martin, Human Resources Officer/Town Clerk

COUNCIL ABSENT:

GUEST PRESENT:

Melissa Hubbard
Kevin Hubbard, Melissa Hubbard's Husband
Lacyn Hubbard, Melissa Hubbard's Daughter

1. WELCOME/CALL TO ORDER:

a) Invocation

Mayor Mulhollem called the meeting to order at 6:30 p.m. in the Jeffrey D. Barnes Council Chambers located at 14094 Buffalo Road, Archer Lodge, NC and declared a quorum present. Council Member Jackson 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 Castleberry

Approved Agenda.

CARRIED UNANIMOUSLY

3. OPEN FORUM/PUBLIC COMMENTS:

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

- a)** Ms. Teresa Romano of 2308 Raintree Drive Clayton, NC 27527 explained that she applied and wants to be considered for the Planning Board. She expressed how she left the board in December and misses it.

-
- b)** Mr. Hearbert Locklear of 213 Fawn Lane Archer Lodge, NC 27527 explained that he has served on the town council and on the planning board previously. He wants to be considered for the planning board and wants to continue to help.

4. CONSENT AGENDA:

- a) Approval of Minutes:
03 Oct 2022 Regular Council Meeting Minutes**

Moved by: Council Member Wilson

Seconded by: Council Member Jackson

CARRIED UNANIMOUSLY

5. RECOGNITION/PRESENTATION:

- a) Proclamation - Melissa Hubbard, Johnston County Public Schools Principal of the Year for 2022-2023, Archer Lodge Middle School**

Mayor Mulhollem recognized Ms. Melissa Hubbard for receiving the Johnston County Public Schools Principal of the Year award for 2022-2023 and read the proclamation below. Mayor Mulhollem presented Ms. Hubbard with a gift from the town and captured a picture with Ms. Hubbard, her husband, Kevin, and their daughter, Lacyn.



Proclamation



WHEREAS, the vision, dedication, and determination of a principal provides the mobilizing force and direction behind any school effort; and

WHEREAS, principals are expected to be educational visionaries, instructional leaders, assessment experts, disciplinarians, community builders, public relations practitioners, budget analysts, facility managers, and more; and

WHEREAS, principals set the academic tone for their schools and work collaboratively with teachers to develop and maintain high curriculum standards; and

WHEREAS, principals work tirelessly to establish rapport with students, parents, faculties and staff, communities, and other stakeholder groups; and

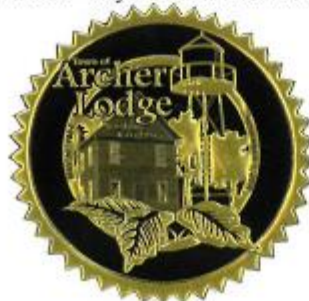
WHEREAS, our town honors and recognizes the important role that the principal of the year assumes in helping the children in this town to have access to high-quality education in a safe and supportive environment.

NOW, THEREFORE, LET IT BE PROCLAIMED by the Honorable Mayor and the Town Council of the Town of Archer Lodge, North Carolina, do hereby proclaim and recognize Melissa Hubbard as

Johnston County Public Schools Principal of the Year

In the Town of Archer Lodge, North Carolina, I encourage citizens to learn more about the many contributions and accomplishments of Melissa Hubbard. I also encourage citizens to learn more about the Principal of the Year award and what an honor it is to have one in our town.

Duly adopted this the 7th day of November 2022.




Matthew B. Mulhollem
Mayor

b) Proclamation - Lung Cancer Awareness Month

Mayor Mulhollem proclaimed November as Lung Cancer Awareness Month by reading the following Lung Cancer Awareness Month Proclamation:



Proclamation



WHEREAS, lung cancer is the leading cause of cancer death among men and women in the United States and North Carolina, accounting for more deaths than colon cancer, breast cancer, pancreatic cancer, and prostate cancer combined; and

WHEREAS, according to the Centers for Disease Control, there were 41,258 new lung cancer cases and 27,124 deaths because of lung cancer between 2014 and 2018 in North Carolina; and

WHEREAS, the 5-year survival rate for localized lung cancer is 59%, yet only 17% of lung cancers are diagnosed at this stage; and

WHEREAS, screening for lung cancer for high-risk individuals using low-dose computed tomography can lead to the earlier detection of lung cancer and save lives, reducing mortality by 20% when compared to screening by chest x-ray in the National Lung Screening Trial and reducing the risk of death at 10 years by 24% in men and 33% in women as demonstrated by another large, randomized trial; and

WHEREAS, funding for lung cancer research trials far behind funding for research of many other cancers, and additional research is needed in early diagnosis, screening, and treatment for lung cancer; and

WHEREAS, lung cancer in never smokers is the 7th leading cause of cancer-related death and accounts for 17,000-26,000 deaths in the US every year, and the proportion of lung cancers diagnosed in never smokers is increasing in the US; and

WHEREAS, organizations working in North Carolina, such as the American Lung Cancer Screening Initiative and Women's Lung Cancer Forum, are committed to educating about lung cancer and lung cancer screening and working to increase lung cancer screening rates in North Carolina; and

WHEREAS, this November, we recognize the need for research to help find the cure of lung cancer, the need for screening, the survivors, those battling the disease, and those who have lost their lives; and

NOW, THEREFORE, LET IT BE PROCLAIMED by the Honorable Mayor and the Town Council of the Town of Archer Lodge, North Carolina, do hereby proclaim November 2022 as

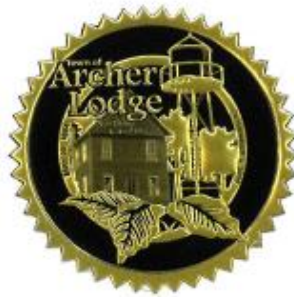
Lung Cancer Awareness Month

In the Town of Archer Lodge, North Carolina, I encourage citizens to learn about lung cancer and early detection through lung cancer screening. I also encourage citizens to wear white ribbons in honor of those who have lost their lives to lung cancer and those who are now bravely fighting this disease.

Duly adopted this the 7th day of November 2022.



Matthew B. Mulhollem
Mayor



6. **DISCUSSION AND POSSIBLE ACTION ITEMS:**

- a) **Discussion and Consideration of Appointing or Reappointing Two Planning Board Members/Board of Adjustment Members for a Three-Year Term Beginning January 2023 - December 2025**

Mayor Mulhollem opened the floor for discussion. With no further comments or discussion, Mayor Mulhollem asked for a motion.

Moved by: Council Member Wilson

Seconded by: Council Member Bruton

Approved to appoint Teresa Romano as a Planning Board/Board of Adjustment Member effective January 1, 2023.

CARRIED UNANIMOUSLY

Motion to reappoint Hearbert Locklear as a Planning Board/Board of Adjustment Member.

Moved by: Council Member Castleberry

Seconded by: Council Member Jackson

Approved to reappoint Hearbert Locklear as a Planning Board/Board of Adjustment Member effective January 1, 2023.

CARRIED UNANIMOUSLY

b) Discussion and Consideration of Approving a Resolution Adopting the 2023 Town Council Meeting Schedule (Resolution# AL2022-11-07a)

Mayor Mulhollem opened the floor for discussion.

- Comment heard for another work session around budget time. Discussion followed of the possibility to call a special meeting in June if it's needed after the June Regular Meeting.

No further comments or discussion.

The Approved Resolution# AL 2022-11-07a Adopting the 2023 Town Council Meeting Schedule appears as follows:



RESOLUTION# AL2022-11-07a

**TOWN OF ARCHER LODGE
RESOLUTION ADOPTING THE 2023
TOWN COUNCIL MEETING SCHEDULE**

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

WHEREAS, the Regular Town Council meetings for the Archer Lodge Town Council are held the first Monday of the month at 6:30 p.m. in the Jeffrey D. Barnes Council Chambers, unless otherwise noted; and

WHEREAS, the Work Sessions for the Archer Lodge Town Council are held the third Monday of the month at 6:30 p.m. in the Jeffrey D. Barnes Council Chambers, unless otherwise noted; and

WHEREAS, each meeting of the Archer Lodge Town Council is open to the public, except as provided by NC G.S. 143-318.11; and

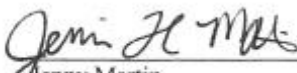
WHEREAS, the Archer Lodge Town Council may amend the yearly meeting schedule in accordance with NC G.S. 143-318.12:

TOWN OF ARCHER LODGE 2023 CALENDAR TOWN COUNCIL MEETINGS			
MONTH	REGULAR MEETING	WORK SESSION	BUDGET RETREAT
January	Tuesday, Jan 3	Monday, Jan 16	
February	Monday, Feb 6		Monday, Feb 20
March	Monday, Mar 6		Monday, Mar 20
April	Monday, Apr 3		
May	Monday, May 1	Monday, May 15	
June	Monday, Jun 5		
July	Monday, Jul 10		
August	Monday, Aug 7		
September	Tuesday, Sep 5	Monday, Sep 18	
October	Monday, Oct 2	Monday, Oct 16	
November	Monday, Nov 6		
December	Monday, Dec 4		

NOW, THEREFORE, BE IT RESOLVED that the Archer Lodge Town Council hereby adopts the 2023 Town Council Meeting Schedule as presented.

DULY ADOPTED ON THIS 7th DAY OF NOVEMBER 2022 WHILE IN REGULAR SESSION.

ATTEST:


Jenny Martin
Town Clerk




(SEAL)
Matthew B. Mulhollem
Mayor

Moved by: Council Member Jackson

Seconded by: Council Member Castleberry

Approved Resolution# AL2022-11-07a Adopting the 2023 Town Council Meeting Schedule.

CARRIED UNANIMOUSLY

c) Discussion and Consideration of Approving a Resolution Adopting the 2023 Holiday Schedule (Resolution# AL2022-11-07b)

Mayor Mulhollem noted that the town normally follows the Holiday Schedule set by the State.

No further comments or discussion.

The Approved Resolution# AL2022-11-07b Adopting the 2023 Holiday Schedule appears as follows:



RESOLUTION# AL2022-11-07b

**TOWN OF ARCHER LODGE
RESOLUTION ADOPTING THE 2023 HOLIDAY SCHEDULE**

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

WHEREAS, the below 2023 Holiday Schedule was retrieved from the State of North Carolina website <https://oshr.nc.gov/state-employee-resources/benefits/leave/holidays#2023>

2023 Holiday Schedule		
Holiday	Observance Date	Day of Week
New Year's Day	January 2nd	Monday
Martin Luther King Jr's Birthday	January 16th	Monday
Good Friday	April 7th	Friday
Memorial Day	May 29th	Monday
Independence Day	July 4th	Tuesday
Labor Day	September 4th	Monday
Veterans Day	November 10th	Friday
Thanksgiving	November 23rd & 24th	Thursday & Friday
Christmas	December 25th, 26th & 27th	Monday, Tuesday & Wednesday

NOW, THEREFORE, BE IT RESOLVED that the Archer Lodge Town Council hereby adopts the 2023 Holiday Schedule as presented.

DULY ADOPTED ON THIS 7th DAY OF NOVEMBER 2022 WHILE IN REGULAR SESSION.

ATTEST:


Jenny Martin
Town Clerk




(SEAL)
Matthew B. Mulhollem
Mayor

Moved by: Council Member Wilson

Seconded by: Council Member Bruton

Approved Resolution# AL 2022-11-07b Adopting the 2023 Holiday Schedule.

CARRIED UNANIMOUSLY

7. TOWN ATTORNEY'S REPORT:

- a) Attorney Hewett expressed that it was good to see everybody and that he was giving Attorney Burrell a break tonight. Attorney Hewett mentioned that all of his part will be in Closed Session unless there was something that Attorney Burrell was supposed to report back tonight.

No further comments or discussion.

8. TOWN ADMINISTRATOR'S REPORT:

a) Archer Lodge Town Park Update

Mr. Gordon shared the following:

- The town is working on getting electricians and electrical parts.
- The septic system is in.
- The grading has been done, and the ballfields are looking really good.
- The plan is to start the light poles, fence poles, and sod within the next 30 days.
- The playground equipment has been ordered.
- The town is working on getting everything lined up for the picnic shelter.
- It has been decided that we are going to move the old house that is on the property of the park and make that our new parks & rec. office based on the numbers of our budget. It will be renovated and will be up to code. It might can be used for something else later down the road.
- We are working on the rendering for the western side of the road, and he hopes to have the rendering by the December meeting to show to council.

Mr. Gordon announced that Ms. Julie Maybee, the town planner, will be moving forward to another position and will be leaving the town. Mr. Gordon expressed that she will be missed by the town. He also mentioned that with the help of HR, the town will be posting a position for a full-time planner.

Discussion followed where it was mentioned to post the position through TJCOG.

9. FINANCE OFFICER/ASSISTANT TOWN ADMINISTRATOR'S REPORT:**a) Interim Financial Reports for September 2022**

Ms. Batten shared an interim summary for all funds ending September 30, 2022. She noted that we are a little over 25% in revenues. The actual to date net difference between revenues and expenditures in the general fund is a deficit of \$127,090.45.

When comparing revenues in September 2022 with September 2021 in the General Fund, the net difference is an increase in September 2022 by approximately \$16,556. Ms. Batten stated that the expenditures for this year is less than last year. We are in the positive by approximately \$39,800.

Regarding the PARTF Project Fund 41, Ms. Batten mentioned that this fund was getting a lot of activity. We are about at our limit. We still have a lot to collect from our PARTF grant; we receive money every quarter.

Regarding the ARPA Grant Fund 42, Ms. Batten mentioned that this fund is getting some activity as well.

Regarding the SCIF Grant Fund 43, Ms. Batten mentioned that we will use this fund to move the house at the park.

Discussion regarding the taxes for the park property, and it was noted that the town doesn't pay property taxes because we are exempt.

10. HUMAN RESOURCES OFFICER/TOWN CLERK'S REPORT:**a) Open Positions Update**

Ms. Martin shared that we partnered with the Parks & Rec. Director for the Town of Knightdale to guide us on our Parks and Rec. Director position and help with the selection process. We conducted the second round of interviews last week and this week for this position. We are in the process of selecting our final candidate from the results of those interviews. Once the candidate is chosen, Ms. Martin will conduct the reference and background checks.

Ms. Martin also shared that the Town Administrator position has closed and that there are 9 applicants for the council to review.

b) Personnel Policy Project Update

Ms. Martin stated that Mr. Gordon, Ms. Batten, and herself will continue to have meetings to complete the personnel policy project. Once those meetings have taken place and the changes have been made, then Ms. Martin will give it to the council for review.

No further comments or discussion.

11. PLANNING/ZONING REPORT:**a) Planning I Zoning I Projects I Updates**

Ms. Maybee mentioned that she would like to thank the following people prior to her last day at Archer Lodge:

- Town Council (Past & Present)
- Planning Board/Board of Adjustment
- All of the citizens that have volunteered
- Johnston County Board of Commissioners
- County Manager, Rick Hester
- Clerk to the Board, Paula Woodard
- EDC Director, Chris Johnson
- Public Utilities Director, Chandra Farmer & Staff
- Stormwater Administrator, Jessica Batten
- Inspections Director, Shane Hudson & Staff
- Emergency Services Director, Kevin Hubbard & Staff
- Northside Fire Chief, Phillip Driver & Staff
- District Engineer, Sam Lawhorn & Staff
- Johnston County GIS
- Joyce Lawhorn
- Kim Batten
- Chip Hewett
- Marcus Burrell
- Chad Meadows
- Al Benchoff
- Paul Timm
- Kerry Barnes
- Surveyors & Developers
- Register of Deeds Office
- Jenny Martin
- Chris Curry
- Brandon Emory
- Mike Gordon
- Susan Hatchell

Ms. Maybee also thanked the council and staff for allowing her to serve the Town of Archer Lodge.

No further comments or discussion.

b) Code Enforcement

Mr. Curry thanked the council and staff for choosing their company to do code enforcement for the Town of Archer Lodge and he introduced himself to council. Mr. Curry stated that he had been in law enforcement for 13 years, and then started with code enforcement in 2016. He loves what he does; loves talking to people and educating people. Mr. Curry mentioned that he works for other towns as well.

Mr. Curry shared the following update:

- 20 cases have been opened up this month
- No hearing notices were issued
- Spoke about 6 cases that were already making progress
- Shared a summary of the "Violations by the Numbers" report and the "Case Status to Date" report

Discussion followed thanking Mr. Curry for his services and the need for his services. It was also mentioned that the town will be using the same company, ACE, that Mr. Curry works for to be our interim planner until we hire a full-time planner.

12. MAYOR'S REPORT:

- a)** Mayor Mulhollem shared that he, Mayor Pro Tem Castleberry, and Council Member Purvis went to a meeting last Wednesday night at the Smithfield Town Hall to speak with two of the Johnston County Commissioners, along with other town mayors and council members. Growth, sewer, and quality of life were big topics at the meeting. Mayor Mulhollem stated that they were very proud of the town, things we have accomplished, and how we operate. These meetings will probably be held quarterly moving forward. Mayor Mulhollem mentioned to the council members that if they are interested in attending, to let him know.

Mayor Mulhollem reminded council, staff, and guest about the Veteran's Memorial Ceremony this Friday, November 11th, at 11:00am. Mayor Mulhollem stated that because of inclement weather, the ceremony will be held at White Oak Baptist Church.

Mayor Mulhollem also extended a big thank you to Ms. Julie Maybee and the great job that she did. Mayor Mulhollem stated that she will be missed and praised her on getting the planning and zoning department where it needs to be.

13. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

- a)** Council Member Bruton supported what Mayor Mulhollem stated in regards to Ms. Julie Maybee. She added that Ms. Julie Maybee will be missed and is appreciated.
-
- b)** Council Member Wilson commented on the excellent people that Ms. Julie Maybee worked with while she was here. He stated that "the car was there, and she took us down the road where we needed to be." He thanked Ms. Maybee for her service.
-
- c)** Council Member Jackson mentioned that tomorrow is voting day and how important that day is. He spoke about November 11th, Veteran's Day. Lastly, Council Member Jackson commented on the difference that Ms. Julie Maybee has made and the energy that she put into the planning department. He expressed that he appreciated Ms. Maybee and that she is a part of Archer Lodge from here on.
-
- d)** Mayor Pro Tem Castleberry shared that Ms. Julie Maybee got us on the right side and that he hopes that the person that comes in behind her will keep us on that same path. He also mentioned the Veteran's Day Ceremony.
-
- e)** Council Member Purvis expressed his condolences to Ms. Julie Maybee. He reiterated Mayor Mulhollem's comments about the meeting with the Johnston County Commissioners on Wednesday night and stated that it was a very good feeling to see how far that we have advanced. He thanked the staff and Ms. Maybee for being apart of that.
-

14. CLOSED SESSION:

- a)** Attorney Hewett commented on the number of professionals that Ms. Julie Maybee contacts on a daily basis. He mentioned that how Ms. Maybee represents the town is first class, and we won't replace her. Attorney Hewett extended his appreciation and thanked Ms. Maybee.
-

- b)** Attorney Hewett asked for a motion to enter closed session to discuss personnel matters as permitted by § 143-318.11(a)(6).

Moved by: Council Member Jackson

Seconded by: Council Member Wilson

Approved to enter Closed Session at 8:09 p.m.

CARRIED UNANIMOUSLY

Moved by: Mayor Pro Tem Castleberry

Seconded by: Council Member Purvis

Approved to return to Open Session at 9:05 p.m.

CARRIED UNANIMOUSLY

15. DISCUSSION AND POSSIBLE ACTION FOLLOWING CLOSED SESSION:

- a) Mayor Mulhollem asked for a motion to call for a Special Meeting for Monday, November 21st, at 6:30 p.m. for the purpose of personnel matters which will include a Closed Session.

Moved by: Council Member Wilson

Seconded by: Mayor Pro Tem Castleberry

Approved a Special Meeting for Monday, November 21st, at 6:30 p.m.

CARRIED UNANIMOUSLY

16. ADJOURNMENT:

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

Moved by: Council Member Wilson

Seconded by: Council Member Jackson

Adjourned meeting at 9:08 p.m.

CARRIED UNANIMOUSLY

Matthew B. Mulhollem, Mayor

Jenny Martin, Town Clerk



Draft

Special Meeting - Minutes Monday, November 21, 2022

COUNCIL PRESENT:

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

STAFF PRESENT:

Mike Gordon, Town Administrator
Kim P. Batten, Assistant Town Administrator/Finance Officer
Jenny Martin, Human Resources Officer/Town Clerk

COUNCIL ABSENT:

MEDIA PRESENT:

1. WELCOME/CALL TO ORDER:

a) Invocation

Mayor Mulhollem called the meeting to order at 6:30 p.m. in the Jeffrey D. Barnes Council Chambers located at 14094 Buffalo Road, Archer Lodge, NC and declared a quorum present. Council Member Jackson offered the invocation.

b) Pledge of Allegiance

Mayor Mulhollem led in the Pledge of Allegiance to the US Flag.

2. DISCUSSION AND POSSIBLE ACTION ITEMS:

a) Discussion and Consideration of Approving a Resolution (Resolution# AL2022-11-21) Amending the Resolution (Resolution# AL2022-11-07a) Which is Adopting the Town Council Meeting Schedule for 2023.

The Human Resources Officer/Town Clerk, Ms. Jenny Martin, explained that the last resolution that was approved had the January work session on Monday, January 16th, but that day is a holiday. This work session has been changed to Tuesday, January 17th.

Discussion followed in regards to if the September meeting was changed. Ms. Martin confirmed that the September meeting hasn't changed from the last resolution.

The Approved Resolution# AL2022-11-21 Amending the Resolution (Resolution# AL2022-11-07a) Adopting the Town Council Meeting Schedule for 2023 appears as follows:



RESOLUTION# AL2022-11-21 AMENDING
RESOLUTION# AL2022-11-07a

**TOWN OF ARCHER LODGE
RESOLUTION ADOPTING THE 2023
TOWN COUNCIL MEETING SCHEDULE**

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

WHEREAS, the Regular Town Council meetings for the Archer Lodge Town Council are held the first Monday of the month at 6:30 p.m. in the Jeffrey D. Barnes Council Chambers, unless otherwise noted; and

WHEREAS, the Work Sessions for the Archer Lodge Town Council are held the third Monday of the month at 6:30 p.m. in the Jeffrey D. Barnes Council Chambers, unless otherwise noted; and

WHEREAS, each meeting of the Archer Lodge Town Council is open to the public, except as provided by NC G.S. 143-318.11; and

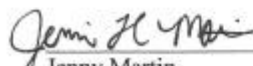
WHEREAS, the Archer Lodge Town Council may amend the yearly meeting schedule in accordance with NC G.S. 143-318.12:

TOWN OF ARCHER LODGE 2023 CALENDAR TOWN COUNCIL MEETINGS			
MONTH	REGULAR MEETING	WORK SESSION	BUDGET RETREAT
January	Tuesday, Jan 3	Tuesday, Jan 17	
February	Monday, Feb 6		Monday, Feb 20
March	Monday, Mar 6		Monday, Mar 20
April	Monday, Apr 3		
May	Monday, May 1	Monday, May 15	
June	Monday, Jun 5		
July	Monday, Jul 10		
August	Monday, Aug 7		
September	Tuesday, Sep 5	Monday, Sep 18	
October	Monday, Oct 2	Monday, Oct 16	
November	Monday, Nov 6		
December	Monday, Dec 4		

NOW, THEREFORE, BE IT RESOLVED that the Archer Lodge Town Council hereby adopts the 2023 Town Council Meeting Schedule as presented.

DULY ADOPTED ON THIS 21st DAY OF NOVEMBER 2022 WHILE IN A CALLED SPECIAL MEETING.

ATTEST:


Jenny Martin
Town Clerk



 (SEAL)
Matthew B. Mulhollem
Mayor

Moved by: Council Member Wilson

Seconded by: Mayor Pro Tem Castleberry

Approved Resolution# AL2022-11-21 Amending the Resolution (Resolution# AL2022-11-07a) Adopting the 2023 Town Council Meeting Schedule.

3. CLOSED SESSION - PERSONNEL MATTER:

§ 143-318.11(a)(6)

- a)** Human Resources Officer/Town Clerk, Ms. Jenny Martin, asked for a motion to enter Closed Session to discuss personnel matters as permitted by § 143-318.11(a)(6).

Moved by: Council Member Jackson

Seconded by: Council Member Purvis

Approved to enter Closed Session at 6:36 p.m.

CARRIED UNANIMOUSLY

4. RETURN TO OPEN SESSION:

- a)** Mayor Mulhollem asked for a motion to return to Open Session.

Moved by: Council Member Jackson

Seconded by: Council Member Purvis

Approved to return to Open Session at 7:56 p.m.

CARRIED UNANIMOUSLY

5. POTENTIAL ACTION:

- a) Special Called Meeting for Town Administrator Interviews**

Mayor Mulhollem stated that at this time, the council is not able to call a Special Meeting until some dates are considered. He further asked council to provide the Human Resources Officer/Town Clerk, Ms. Jenny Martin, with several dates that they would be available over the next two weeks or so for Town Administrator interviews.

6. ADJOURNMENT:

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

Moved by: Council Member Wilson

Seconded by: Council Member Jackson

Adjourned meeting at 7:59 p.m.

CARRIED UNANIMOUSLY

Matthew B. Mulhollem, Mayor

Jenny Martin, Town Clerk



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 (Jim) Purvis, III
Mark B. Wilson

To: Planning Board
From: Chad Meadows, CodeWright Planners
Date: December 19, 2022
Cc: Town Administrator, Finance Officer/Town Clerk, Deputy Clerk, Town Attorney,
Alliance Code Enforcement
Re: Agenda Item _____. – Staff Report – Amendments to the Code Of Ordinances,
Archer Lodge, North Carolina , Chapter 30 - Unified Development Ordinance
(Outlined Below)

Summary: Amendments (attached) are proposed to the Archer Lodge Code of Ordinances, Chapter 30 – Unified Development Ordinance (UDO). The provisions are intended to further clarify/streamline ordinance provisions and address changes in state law.

It is respectfully requested that the Town Council deliberate on the attached revisions. Proposed changes are **red text** and deleted text in ~~blue-strikethrough~~.

Below is in overview/summary of the proposed amendments to the Code of Ordinances, Archer Lodge, North Carolina, Chapter 30 – Unified Development Ordinance:

- Article 3. – Procedures, Division 1. – Summary Procedures Table, to clarify that appeals of the Town Planner’s decision on an expedited subdivision or final plat application is made to the Archer Lodge Board of Adjustment rather than to Johnston County Superior Court in accordance with NCGS Session Law 2022-62.

Previously, the General Statutes required appeals of such decisions to be made to the Superior Court of Johnston County, but this was changed by the General Assembly earlier this year.

- Article 6. – Development Standards, Division 1. – Access and Circulation, Sec. 30 – 6101. – Site Access and On-Site Circulation, to add a new set of provisions permitting the establishment of a shared driveway to serve up to four lots with single-family detached dwellings, along with new standards for configuration and maintenance of shared driveways. Also re-numbering subsequent sub-sections and illustrations in Sec. 30-6101.

It is necessary to allow expedited subdivisions of up to 4 lots to gain access to the street network without need of extending the public roadway system (see NCGS 160D-802). The shared driveway option addresses this issue. The new standards limit shared driveways to up to four single-family residential lots and require shared driveways serving more than four lots to be configured as public or private roads. Standards also clarify that the owners of lots served by a shared driveway are the one responsible for its maintenance.

- Article 7. – Subdivisions, Division 3. – Streets and Sidewalks, Sec. 30 – 7301. – Roads, to clarify that existing gravel roads may be extended by the distance necessary to serve up to five additional lots beyond those established on June 7, 2021. Paving of the entire gravel road is required for extensions seeking to provide access to six or more lots unless the applicant enters into a development agreement with the Town. Also re-numbering subsequent sub-sections in Sec. 30-7301.

This item was considered by the Planning Board as part of a package of proposed text amendments referred to as UDO-TA- 3-22 in June of 2022, and after discussion, opted not to recommend approval to Town Council. A follow-up discussion of the issue was conducted with the Planning Board on September 21, 2022 and consensus was reached regarding the proposal. The draft amendments were presented to the Planning Board as UDO-TA-1-23 on November 16, 2022 and passed unanimously. The revisions clarify that up to five additional lots may be added to an existing gravel road anytime after June 7, 2021 without triggering requirements to pave the road. Once the sixth lot is proposed to be served by the gravel road, it must be paved in its entirety. The applicant seeking the sixth lot's access is responsible for the cost of paving. If the paving requirement is longer than 2,500 linear feet, the applicant may request to enter into a development agreement with the Town to explore alternatives to paving or alternatives for payment.

Publication Requirements

Notice of the Public Hearing was completed in accordance with Unified Development Ordinance Provisions.

Staff Recommendations:

A PowerPoint presentation will be given at the meeting. Staff recommends approval of the proposed text amendments finding said amendments are in accordance with applicable ordinance provisions. A draft consistency statement will be presented at the meeting.

Planning Board Recommendations:

On November 16, 2022, the Planning Board held a public meeting and considered the proposed text amendments to Unified Development Ordinance. After deliberation, the Planning Board found the proposed amendments to Chapter 30, referenced as Text Amendment UDO-TA-1-23, and summarized below, are in accordance with state law, reasonable, and in the public interest:

- Article 3. – Procedures, Division 1. – Summary Procedures Table, to clarify that appeals of the Town Planner’s decision on an expedited subdivision or final plat application is made to the Archer Lodge Board of Adjustment rather than to Johnston County Superior Court in accordance with NCGS Session Law 2022-62.
- Article 6. – Development Standards, Division 1. – Access and Circulation, Sec. 30 – 6101. – Site Access and On-Site Circulation, to add a new set of provisions permitting the establishment of a shared driveway to serve up to four lots with single-family detached dwellings, along with new standards for configuration and maintenance of shared driveways. Also re-numbering subsequent sub-sections and illustrations in Sec. 30-6101.
- Article 7. – Subdivisions, Division 3. – Streets and Sidewalks, Sec. 30 – 7301. – Roads, to clarify that existing gravel roads may be extended by the distance necessary to serve up to five additional lots beyond those established on June 7, 2021. Paving of the entire gravel road is required for extensions seeking to provide access to six or more lots unless the applicant enters into a development agreement with the Town. Also re-numbering subsequent sub-sections in Sec. 30-7301.

Furthermore, the proposed revisions clarify/streamline ordinance provisions, and are in accordance with changes in state law. Furthermore, the proposed amendments are consistent with the Town of Archer Lodge 2030 Comprehensive Land Use Plan, aka “Comprehensive Plan”, vision and mission statements and other adopted Town plans having bearing on the matter.

Motion:

The Planning Board recommends approval to the Town Council on amendments to the Unified Development Ordinance, referenced as Unified Development Ordinance (UDO) Text Amendment Number: UDO-TA-1-23.

Town Council Recommendations:

Staff respectfully requests that the Town Council:

- a) Conduct a public hearing on the proposed text amendments in accordance with adopted policy/ordinance provisions;
- b) Deliberate and vote on the consistency statement findings (Draft Town Council Consistency Statement below)
- c) Vote to approve, deny, or modify the proposed amendments (Draft Motion and Ordinance included under the agenda item.)

Town Council Consistency Statement (DRAFT)

The Town Council finds that the proposed amendments to Chapter 30 referenced as Unified Development Ordinance (UDO) Text Amendment Number: UDO-TA-1-23 and summarized below are in accordance with state law are reasonable and in the public interest:

- Article 3. – Procedures, Division 1. – Summary Procedures Table, to clarify that appeals of the Town Planner’s decision on an expedited subdivision or final plat application is made to the Archer Lodge Board of Adjustment rather than to Johnston County Superior Court in accordance with NCGS Session Law 2022-62.
- Article 6. – Development Standards, Division 1. – Access and Circulation, Sec. 30 – 6101. – Site Access and On-Site Circulation, to add a new set of provisions permitting the establishment of a shared driveway to serve up to four lots with single-family detached dwellings, along with new standards for configuration and maintenance of shared driveways. Also re-numbering subsequent sub-sections and illustrations in Sec. 30-6101.
- Article 7. – Subdivisions, Division 3. – Streets and Sidewalks, Sec. 30 – 7301. – Roads, to clarify that existing gravel roads may be extended by the distance necessary to serve up to five additional lots beyond those established on June 7, 2021. Paving of the entire gravel road is required for extensions seeking to provide access to six or more lots unless the applicant enters into a development agreement with the Town. Also re-numbering subsequent sub-sections in Sec. 30-7301.

The proposed revisions clarify/streamline ordinance provisions, facilities environmental protection, plans for future development and addresses changes in state law. Furthermore, the proposed amendments are consistent with the Town of Archer Lodge 2030 Comprehensive Land Use Plan, aka “Comprehensive Plan”, vision and mission statements and other adopted Town plans having bearing on the matter.

Town Council Motion (DRAFT)

Upon making consistency findings, Councilmember _____ moves to approve Ordinance AL#2023-01-1 as presented. The motion was seconded by Councilmember _____ and approved by a __ to _ vote.

Town of
ARCHER LODGE

UNIFIED DEVELOPMENT ORDINANCE

Effective Date: June 7, 2021

Amended: ~~August 1, 2022~~ January 3, 2023



ORDINANCE AMENDMENTS

TABLE OF UDO AMENDMENTS		
ORDINANCE NUMBER	ADOPTION DATE	DESCRIPTION
UDO-TA-1-21	11-15-21	- Clarification of Review Authority roles, - Updates to the Water-Supply Watershed Overlay Districts standards, - Update to manufactured home park standards for masonry skirting in accordance with State law - Revisions to Electronic Gaming Operation use standards
UDO-TA-1-22	03-07-22	- Bona fide farm exemptions - Electronic plat signatures - Subdivision requirements table (new Division 6 of Appendix) - Simple and super majority voting calculations
UDO-TA-2-22	08-01-22	- Removal of Planning Board review of Special Use Permits
UDO-TA-3-22	08-01-22	- Limitations on successive minor subdivisions - Updates to plat certifications - Public utility extension clarity - Accessory structure setbacks - Parking space width revisions
<u>UDO-TA-1-23</u>	<u>01-03-23</u>	- <u>Clarified appellate bodies for administrative decisions on subdivisions</u> - <u>Added rules for shared driveways</u> - <u>Clarified rules for paving of existing gravel streets</u>

ARTICLE 3. - PROCEDURES

DIVISION 1. - SUMMARY PROCEDURES TABLE.

(Amended 11-15-21 UDOTA 1-21)

APPLICATION SUMMARY TABLE								
Review Authority Actions:			C = Comment; R = Recommendation; D = Decision; A = Appeal;					
Pre-Application Conferences			M = Mandatory; O = Optional; N/A = Not Applicable					
Type of Review:			=Public Meeting; / \=Legislative Hearing; { }=Quasi-Judicial Hearing					
APPLICATION TYPE	UDO SECTION NUMBER	PRE-APPLICATION	REVIEW AUTHORITY /1/					
			TOWN PLANNER	TECH. REVIEW COMMITTEE	PLANNING BOARD	BOARD OF ADJUSTMENT	TOWN COUNCIL	SUPERIOR COURT
Administrative Adjustment	30-3301	M	D	•	•	{A}	•	•
Appeal	30-3302	N/A	•	•	•	{D}	•	A
Building Permit /2/	30-3303	N/A	C	•	•	•	•	•
Certificate of Occupancy /2/	30-3304	N/A	C	•	•	•	•	•
Comprehensive Plan	30-3305	M	C	C	R	•	/D\	A
Determination and Interpretation	30-3306	O	D /3/	•	•	{D} /4/	•	•
Development Agreement	30-3307	M	C	•	R	•	/D\	A
Exempt Subdivision	30-3308	N/A	D	•	•	{A}	•	•
Expedited Subdivision	30-3309	N/A	D	•	•	•{A}	•	•A
Final Plat	30-3310	N/A	D	•	•	•{A}	•	•A
Floodplain Development Permit	30-3311	N/A	D	•	•	{A}	•	•
Major Subdivision	30-3312	O	C	R	D	•	•	A
Minor Subdivision	30-3313	O	D	•	•	{A}	•	•
Planned Development	30-3314	M	•	C	R	•	/D\	A
Reasonable Accommodation	30-3315	O	•	C	•	•	{D}	A
Rezoning/Map amendment	30-3316	O	C	•	R	•	/D\	A
Site Plan	30-3317	M	•	R	R	•	/D\	A
Special Use Permit (Amended 08-01-22 UDOTA 2-22)	30-3318	M	•	R /5/		•	{D}	A
Temporary Use Permit	30-3319	N/A	D	•	•	{A}	•	•
Text Amendment	30-3320	O	C	•	R	•	/D\	A
Variance	30-3321	M	C	•	•	{D}	•	A

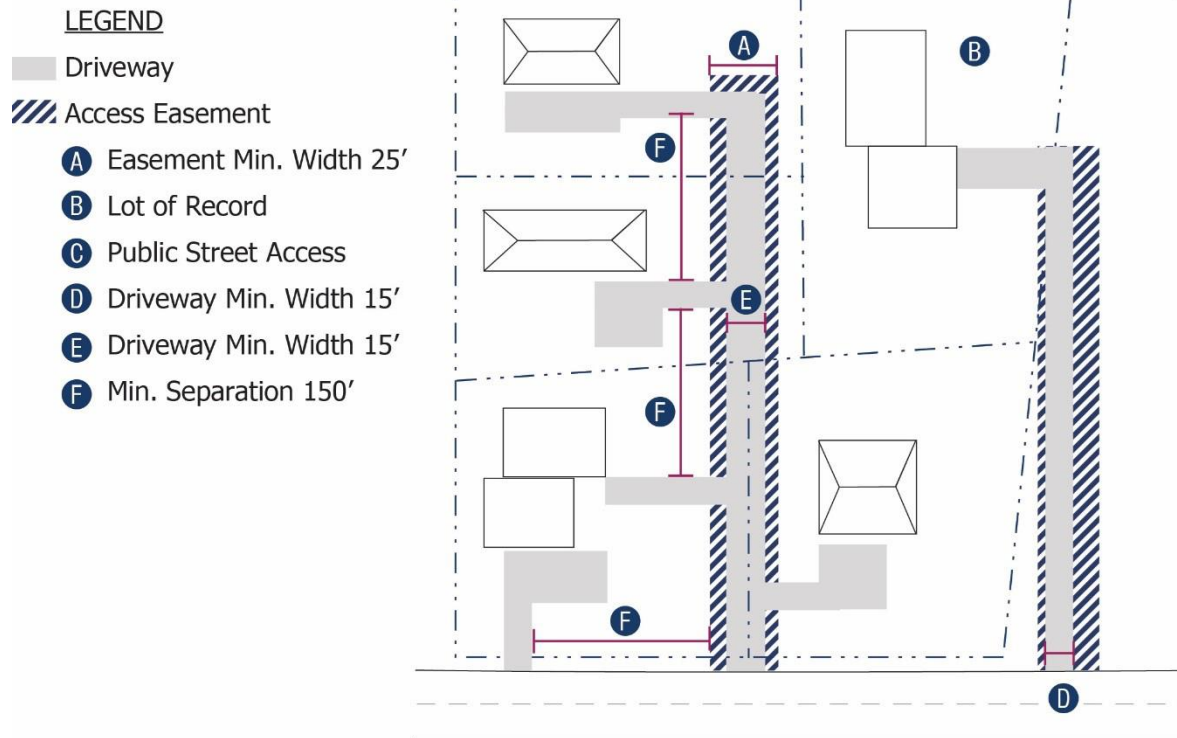
3. Except when configured as paired driveways, driveways serving individual single-family detached dwellings, individual single-family attached dwellings, duplex, triplex, or quadruplex buildings shall be located at least 50 linear feet from any other driveway on the same or different lot. For the purposes of this section, paired driveways are up to two driveways, whether on the same or different lots, where one side of a driveway is no greater than five feet away from the side of the other paired driveway.

(Amended 08-01-22 UDOTA 3-22)

- e. *Driveway surfacing.* New driveways established after the effective date of these standards that abut a paved street shall be surfaced with asphalt or six inches of concrete for a distance of at least five feet from the edge of the right-of-way or the driveway radius point, whichever is greater. New driveways established after the effective date of these standards serving a **multi-family**, commercial, institutional, or industrial use shall be fully paved with asphalt, concrete, pavers, or other suitable all-weather surfacing other than crushed stone. (Amended 08-01-22 UDOTA 3-22)

(4) Shared Driveways.

- a. Up to a maximum of four individual residential lots configured with single-family detached dwellings may establish access across one or more different lots via a single shared driveway provided the shared driveway (see Figure 3, Shared Driveways):
 1. Is located within a recorded access easement recorded in the offices of the register of deeds;
 2. The minimum easement width is 25 feet and the driveway is at least 15 feet in width;
 3. The minimum separation between the easement and any other platted access or right-of-way is at least 150 feet;
 4. The location of the easement is recorded on a plat;
 5. The easement permits ingress, egress, regress, and necessary utilities to serve the lot; and
 6. The shared driveway connects to a publicly maintained or a private street built to public street standards.
- b. Maintenance of a shared driveway shall be the responsibility of the landowners whose lots receive access via the shared driveway. In no instance shall the Town be responsible for maintenance or repair of a shared driveway.
- c. Shared driveways serving more than four individual residential lots configured with single-family detached dwellings shall be configured in accordance with the standards for public or private roads in § 30-7301, Roads.

FIGURE 3: SHARED DRIVEWAYS

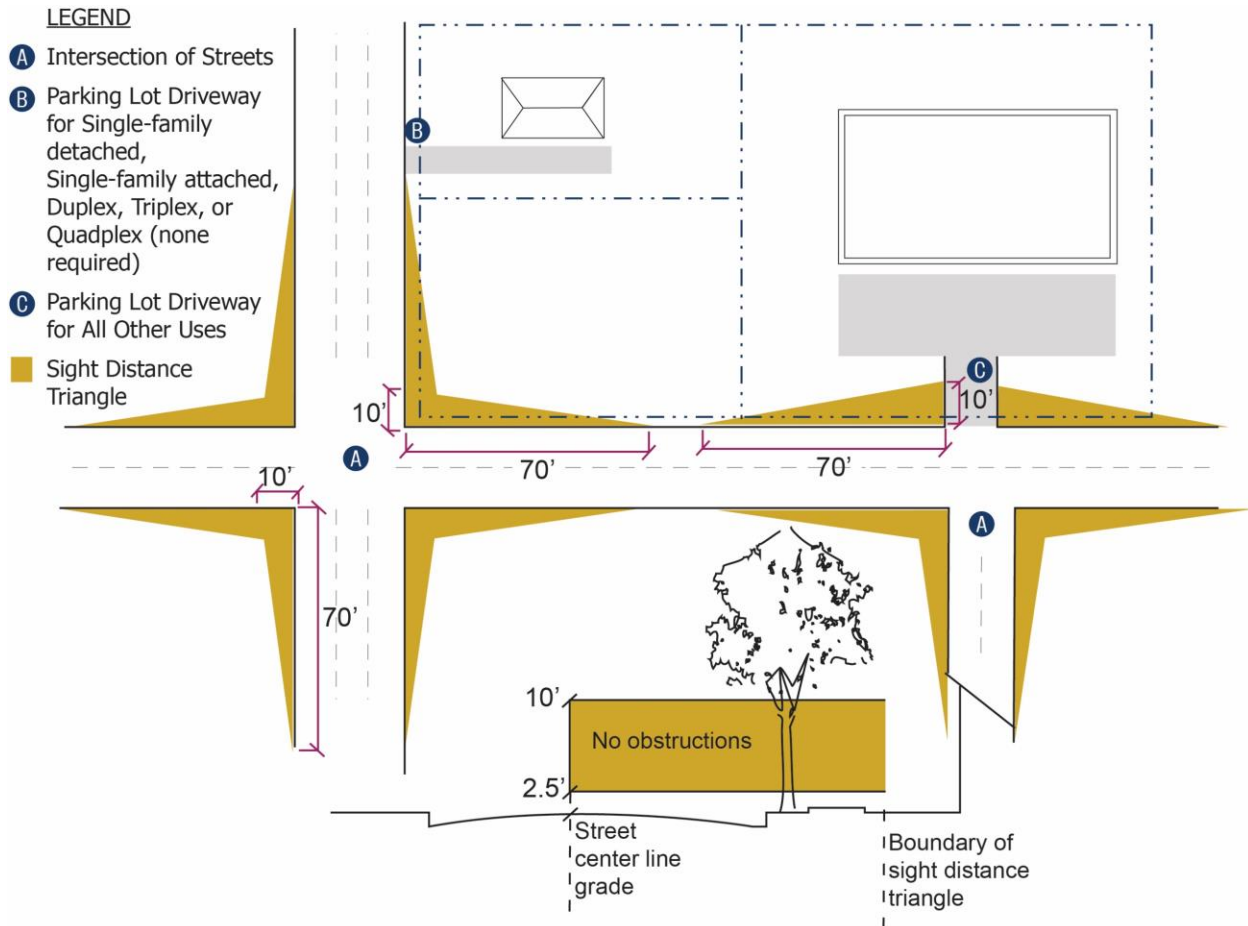
~~(4)~~(5) *Sight distance triangles.*

- a.** Corner lots and lots with driveways, alleys, or other methods of ingress/egress to a street shall include sight distance triangles to ensure visibility for drivers and pedestrians moving through or in an intersection. Required sight distance triangles shall be configured in accordance with the sight distance triangle requirements table below.

SIGHT DISTANCE REQUIREMENTS TABLE		
TYPE OF INTERSECTION		MINIMUM SIGHT DISTANCE TRIANGLE REQUIRED [1] [2]
Intersection between 2 streets (public or private)		10/70 from all approaches
Driveways serving parking lots		10/70 from the street approaches
Driveways serving individual land uses without parking lots	Single-family detached and attached dwellings (including duplexes)	None
	All other uses of land	10/70 from street approaches, wherever possible
NOTES: <u>(Amended 08-01-22 UDOTA 3-22)</u> [1] Sight distance triangles shall be an area between a point at the edge of the street pavement located 70 linear feet from the intersection and a second point at the edge of the opposing street pavement located ten feet from the intersection. [2] The NCDOT may require an alternative configuration.		

- b.** No planting, structure, fence, wall, slope, embankment, parked vehicle, or other obstruction to vision between the heights of two-and-one-half feet and ten feet above the centerline grades of intersecting streets or accessways may be located within a required sight distance triangle (see Figure 3-4 Sight Distance Triangles).

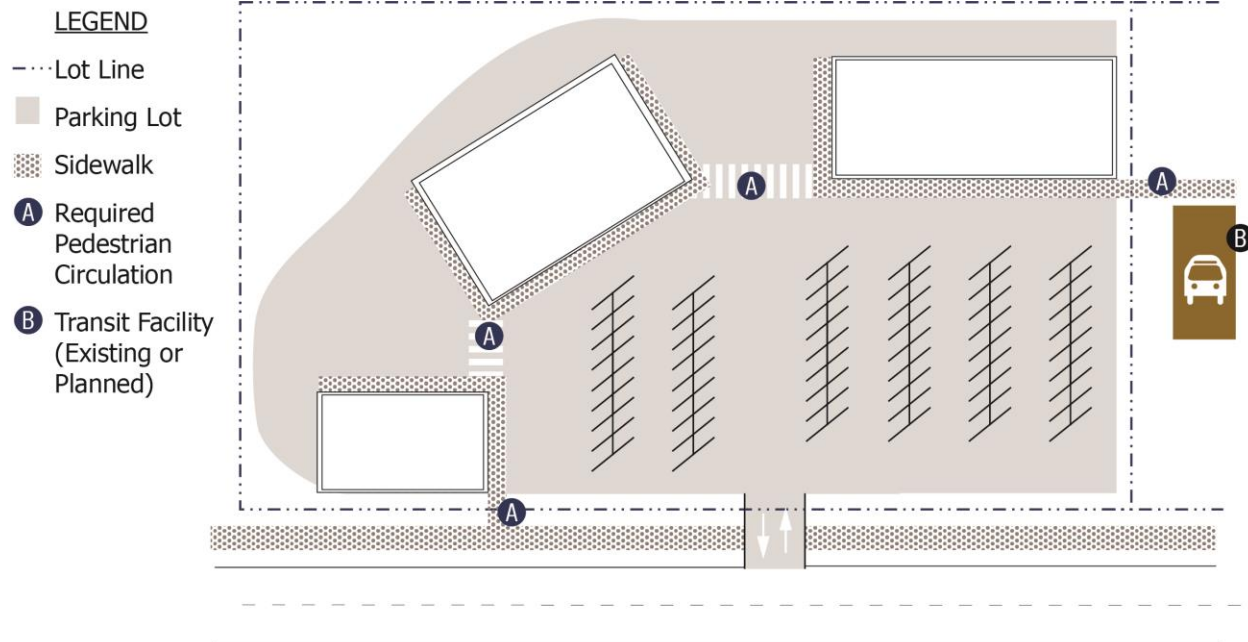
FIGURE 3-4: SIGHT DISTANCE TRIANGLE



(5)(6) On-site pedestrian walkways. On-site pedestrian walkways that minimize conflict between pedestrians and vehicles shall be provided on all non-residential, mixed-use, and multi-family development sites, and shall be configured in accordance with the following standards.

- a. On-site pedestrian walkways shall connect building entrances to off-street parking areas and to other building entrances on the same site (see Figure 4-5 On-Site Pedestrian Walkways).
- b. Development subject to these standards shall provide at least one connection to an existing or planned public sidewalk or existing greenway via an on-site pedestrian walkway configured in accordance with these standards. In cases where existing or planned sidewalks do not exist, at least one on-site pedestrian connection shall continue to the right-of-way edge.
- c. Connections shall be made to all existing or planned adjacent transit facilities, to the maximum extent practicable.

- d. On-site pedestrian walkways shall be paved with asphalt, concrete, or other all-weather material, and shall be of contrasting color or materials when crossing parking lot drive aisles.
- e. On-site pedestrian walkways shall be positively drained and configured to avoid areas of pooling water.
- f. On-site pedestrian walkways shall be in compliance with applicable state and federal requirements, including ADA requirements.

FIGURE 45: ON-SITE PEDESTRIAN WALKWAYS

(6)(7) Compliance with requirements for sidewalks. Development subject to the standards in this section shall comply with all applicable standards in § 30-7301, Roads, and § 30-7303, Sidewalks.

Sec. 30-6102 - Accessibility for the handicapped.

Except for single-family dwellings, all buildings and facilities used by the general public shall be accessible to and usable by the physically handicapped in accordance with the building code provisions as established by the state.

DIVISION 3. - STREETS AND SIDEWALKS.

The type and arrangement of streets within a development under this Article shall comply with and coordinate with the Town's adopted transportation plan(s); or the decision of the Town Planner. Principal vehicular access points to the subdivision shall be designed to encourage smooth traffic flow and minimize hazard to vehicular traffic, pedestrian and bicycle traffic. Accommodation for controlled turning movements into and out of the subdivision and improvement of the approach street should be considered where existing or anticipated heavy traffic flows indicate need. Safe and convenient vehicular access shall be provided for emergency, service and school bus vehicles.

Sec. 30-7301 - Roads.

The arrangement, character, extent, width, grade, and location of all roads should be designed in relation to existing and proposed transportation patterns, topographical and other natural features, public convenience and safety, and proposed uses of lands to be served by such roads and existing and potential land uses in adjoining areas.

(a) *Minimum construction standards.* All roads, whether public or private, shall meet the road construction standards as set forth in the latest edition of the NCDOT subdivision roads minimum construction standards for public roads, and shall:

- (1) Be dedicated for public use and meet the design and construction standards as required by the NCDOT for the functional classification and projected traffic volumes;
- (2) For all roads not maintained by NCDOT and/or not dedicated for public use, be ensured proper maintenance through the establishment of a homeowners' association or a road maintenance agreement.

(Amended 03-07-22 UDOTA 1-22)

(b) *Other road requirements.*

- (1) *Permits for connecting to state roads.* An approved permit is required to connect any subdivision street to an existing state road. This permit is required prior to constructing the road. The application is available at the office of the nearest district engineer of the division of highways.
- (2) *Paving.* All roads, whether public or private, shall be paved with asphalt, concrete, NCDOT-approved pavers, or other suitable all-weather surface as determined by the NCDOT. Gravel shall not be permitted as a surface for a new public or private roadway.

(3) *Extension of gravel roads.* Extensions of existing gravel roads are permitted provided the total number of lots accessing the road does not increase by more than four from the number of lots accessing the road as of June 7, 2021. If the number of lots accessing an existing gravel roadway is increased by ~~four~~ five or more after June 7, 2021, the full extent of the gravel roadway shall be paved in accordance with these standards. The development triggering the need to pave the existing gravel road shall bear the full financial responsibility for the costs of paving. In instances where the full extent of the gravel road requiring paving exceeds 2,500 linear feet in length, the Town Council may, in its sole discretion, enter into a development agreement (see §30-3307) with the party financially responsible for the paving to explore alternatives.

(Amended 03-07-22 UDOTA 1-22)

- ~~(3)~~(4) *Offsets to utility poles.* Overhead utility poles shall be break-away or located outside the roadway clear zone.
- ~~(4)~~(5) *Wheelchair ramps and curb cuts for disabled persons.* All roads, sidewalks, curbing, crosswalks, and other road improvements shall conform to the requirements of § 136-44.14 of the North Carolina General Statutes and the Americans with Disabilities Act.
- ~~(5)~~(6) *Mail box kiosks.* All mail box kiosks shall meet the USPS Cluster Box Units Concrete Pad Installation - Interim Pad Policy (2/19/2017 or most recent edition) and the NCDOT Policy for Placement of Mail Cluster Box Units (9/1/2015 or most recent edition) and be subject to approval by the North Carolina Department of Transportation.

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES,
TOWN OF ARCHER LODGE, NORTH CAROLINA,
CHAPTER 30 - UNIFIED DEVELOPMENT ORDINANCE:
ARTICLE 3. – PROCEDURES, DIVISION 1;
ARTICLE 6. – DEVELOPMENT STANDARDS, DIVISION 1; AND
ARTICLE 7. – SUBDIVISION, DIVISION 3**

Section 1. Pursuant to authority granted by N.C. Gen. Stat. § 143 - 214.5, 160A - 174, 160D - 801, and 160D - 702, the Town of Archer Lodge hereby amends the Code of Ordinances, Town of Archer Lodge, North Carolina, Chapter 30 – Unified Development Ordinance, as follows, attached hereto, and incorporated herein by reference:

Article 3. – Procedures, Division 1;
Article 6. – Development Standards, Division 1; and
Article 7. – Subdivision, Division 3

Section 2. The amendments to Chapter 30 - Unified Development Ordinance, attached hereto and incorporated herein by reference, shall become effective on January 3, 2023.

DULY ADOPTED, THIS THE 3rd DAY OF JANUARY 2023.

TOWN OF ARCHER LODGE:

(SEAL)

Matthew B. Mulhollem, Mayor

ATTEST:

Jenny Martin, Town Clerk

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

Dana G. Cuddington, Clerk

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

R.S. "Butch" Lawter Jr., Chairman
Patrick E. Harris, Vice Chairman
Tony Braswell
Ted G. Godwin
Fred J. Smith, Jr.
Richard D. Braswell
April Stephens

December 21, 2022

Ms. Jenny Martin
Town Clerk
Town of Archer Lodge
14094 Buffalo Road
Clayton, NC 27527

Dear Ms. Martin:

The position representing Archer Lodge on the Economic Development Advisory Board is up for consideration. This position is presently held by Clyde Castleberry who has applied for reappointment. The Johnston County Board of Commissioners would appreciate the Archer Lodge Town Council, at their next regularly scheduled meeting, discussing this position and making a recommendation on the applicant enclosed or any other individuals they feel would be a good candidate for the position.

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

Sincerely,



Dana G. Cuddington
Clerk to the Board

Enclosure

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

BOARD: Economic Development Board

NAME: Clyde Castleberry

MAILING ADDRESS: 1899 Castleberry Rd, Archer Lodge, NC 27527
Address City and Zip Code

PHYSICAL ADDRESS: Same as above
Address City and Zip Code

TELEPHONE: 919-710-5713 (HOME) 919-710-5713 (WORK)

E-MAIL ADDRESS: Clyde.Castleberry@townofarcherlodge.com

PRESENT OCCUPATION: Territory Sales

YEARS OF FORMAL EDUCATION: 13

CIVIC AND FRATERNAL ORGANIZATIONS IN WHICH YOU HAVE PARTICIPATED:

White Oak Church, AL Firemen retired & BOD, AL community center
Volunteer, coach, Clayton Civitan, N.C. Petroleum Marketers BOD,
JOCO Economic Board, AL Town Council and present Mayor Pro Tem,
Beacon Baptist Church,

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

I would like to continue on this Board as a representative
of the Town and community where I live. We have made so
many strides in JOCO and I want to continue to learn and
help make decisions for the Northern side of County.
Thanks and have a Great Day

DATE: 12-15-2022 SIGNATURE: Clyde Castleberry

FOR OFFICE USE ONLY:

DATE RECEIVED: 12/19/22

DATE FORWARDED TO COUNTY COMMISSIONERS: _____

Kim P Batten

From: Rose Vaughn Williams, NCLM Executive Director <rwilliams@mail.nclm.org>
Sent: Friday, December 16, 2022 1:55 PM
To: Kim P Batten
Subject: League Bulletin, Dec. 16, 2022

Be Advised: This email originated from outside of the Town of Archer Lodge, NC

Having trouble viewing this email? [View it as a Web page.](#)



2023-2024 Biennium Legislative Goals Proposed | Designate Your Voting Delegate



NCLM Director of Government Affairs Erin Wynia with municipal leaders at a policy listening session the League held in September. Photo by Ben Brown.

A note from NCLM Director of Government Affairs Erin Wynia:

As this year comes to an end, I am pleased to share with you that the League's legislative goals development process is almost complete. All that remains is for member cities and towns to review the proposed goals and cast their votes. We need your help and participation in this last, and most important, step in the process.

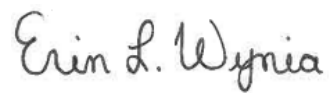
Thank you for the work you have already completed; we have received over 400 ideas from 148 individuals representing 111 municipalities. After the dedicated work by the Legislative Policy Committee to compile and refine the submitted goals, the NCLM Board of Directors has reviewed, approved and now submits [16 proposed legislative goals for your consideration](#).

Your job now is to review and vote on the proposed goals so that cities and towns have a focused state and federal advocacy agenda for the 2023-2024 legislative biennium, which begins in January at the N.C. General Assembly.

Each municipality will cast a single vote by selecting 10 of the 16 [proposed advocacy goals](#). To vote, your municipality must:

1. **Designate a single Voting Delegate who will cast the municipality's vote by January 12, 2022.** If your municipality has not yet designated its Voting Delegate, please do so using [this form](#). Official voting instructions and the ballot will be sent directly to the Voting Delegate.
2. **Review, discuss and determine which of the proposed legislative goals your municipality supports.** Each municipality may select 10 of the 16 [proposed goals](#).
3. **Submit the online ballot by January 13, 2022.** The [Voting Delegate](#) will receive voting instructions and the online ballot directly.

Thank you for your continued participation in this legislative goals development process, which is so critical to our advocacy efforts. Establishing these Municipal Advocacy Goals with wide participation by all cities and towns allows our organization to speak with confidence and sincerity as we pursue each with state and federal policymakers. It truly allows us to live up to our motto, "Working as one, advancing all."



Erin L. Wynia

Erin Wynia

Director of Government Affairs

LEGISLATIVE GOAL STATEMENTS

RECOMMENDED BY THE NCLM BOARD OF DIRECTORS

The following goal statements are grouped by subject area but NOT listed in any priority order.

- Expand federal and state resources for affordable housing.
 - Housing affordability is a growing problem across North Carolina, affecting cities and towns of all sizes and people across different income levels.
 - Increasingly, the lack of affordable housing acts as a major impediment to business and workforce recruitment.
 - Ongoing state and federal revenue streams to address housing affordability are extremely limited, with much of the burden for solutions left with cities and towns
- Revitalize vacant and abandoned properties with enhanced legal tools and funding.
 - Abandoned and vacant properties, often the subject of so-called tangled titles, can affect the ability of communities to revitalize areas and improve economic conditions.
 - The abandoned properties, with enhanced legal tools to help heirs clear up title issues and sell properties at market rates, could help address local housing needs.
 - Many towns do not have the funding to adequately address abandoned properties.
-
- Create an adequate and permanent funding stream for local infrastructure.
 - Infrastructure – including roads, water, sewer, stormwater, parks and beaches – are critical to economic development and job creation.
 - Many cities in the state are growing, creating a constant need for investment to keep pace with population growth; many cities and towns also have aging infrastructure that must be replaced.
 - Creating more permanent funding streams for local infrastructure, such as a dedicated tax source, would allow for better planning to meet needs.

- Allow municipalities to use local resources and capabilities to expand broadband access in their communities through innovative partnerships.
 - Slow and unreliable internet service threatens educational and professional opportunities, and the economic future of entire communities.
 - Municipalities own existing infrastructure – including dark fiber, towers and electric poles – that could be utilized in innovative partnerships and assist in making broadband service more affordable.
 - Failure to utilize local government assistance and assets will continue to create digital gaps that have real-world consequences for North Carolinians.
 - Extend deadlines for completion of federal infrastructure projects.
 - Current deadlines for the allocation and expenditure of American Rescue Plan Act funding may make more complex infrastructure projects unrealistic.
 - High inflation and worker shortages are leading to higher project costs; extending ARPA and other funding deadlines will spread projects out and may help lower costs.
 - Cities and towns require flexible deadlines to get the best bang for their buck out of this funding.
-
- Expand state transportation funding streams for construction and maintenance for municipal and state-owned secondary roads.
 - Current Powell Bill and other state funding is not adequate to address transportation needs, particularly as they affect municipal and state-owned secondary roads.
 - In many cities and towns, major commuting corridors are not receiving the level of investment needed to keep pace with traffic.
 - More investment is needed for these roads if existing residents are to embrace business and residential growth.

- Support integrated and multi-modal transportation solutions.
 - Today, cities and towns seek to make downtowns and other areas accessible to residents and visitors, whether traveling by foot, bike, car, mass transit and other means.
 - Making areas accessible in this manner requires integrated planning and funding with the state.
 - Only through recognizing the need for multi-modal transportation solutions can cities and towns maximize tourism and other economic opportunities, ensuring that local businesses thrive.
 - Increase state funding for public transportation operations.
 - Road construction is not keeping pace with transportation needs in any many areas, and public transportation provides a means to reduce the burden of building roads.
 - Investment in public transportation can improve traffic safety, air quality and residents' accessibility to businesses and public services.
 - One of the biggest impediments to economic growth is traffic and commuting times, which can be alleviated through public transportation options.
-
- Expand incentives and funding for local economic development.
 - Funding is simply inadequate in many cities and towns to encourage job growth.
 - State grants and incentives are often targeted in ways that fail to assist the areas in greatest need of job creation.
 - Maintaining or expanding funding for film tax credits, major industrial site development, downtown development and renewable energy tax credits helps cities and towns across the state.

- Expand incentives that encourage regionalization of water and sewer, as well as other municipal services, when appropriate.
 - A number of municipal water and sewer systems continue to financially struggle with deferred maintenance needs.
 - These challenges came about largely due to population and job losses in rural areas, leading to an erosion of taxpayer and ratepayer bases.
 - While legislators and municipalities have begun to address these issues with the creation of the Viable Utility Reserve and the use of ARPA funding, state estimates show needs still exceed expenditures by several billion dollars.
-
- Enhance state systems and resources for local law enforcement officer recruitment, training, and retention.
 - Municipalities across the state are facing law enforcement staffing shortages, in many cases severe shortages.
 - State training resources are limited, and the cost of local law enforcement agencies to send recruits and existing officers to NC Justice Academy locations can be prohibitive.
 - Grant writing assistance is one of several options that might provide better access to the large volume of federal law enforcement grant funding that is available.
- Provide state assistance for yearly financial audits, ensuring that an adequate number of auditors is available.
 - Several dozen local governments have been placed on the state Unit Assistance List due to late audits.
 - Often these audits are late due to staffing shortages, changes in financial personnel and a growing shortage of private auditors willing to perform this work.
 - Addressing this challenge would lessen negative portrayals of local government financial controls.

- Revise state contracting laws to better protect public entities from the effects of inflation.
 - Labor and materials costs have been rising at a rapid rate, leaving municipalities with few options when project bids and costs exceed expectations.
 - Additional flexibility regarding the contracting process could assist municipalities in protecting taxpayers from inflation and escalating costs.
 - Without contracting law flexibility, projects can be delayed and costs can further increase.

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- Update annexation petition thresholds to make voluntary annexations easier to initiate.
 - Voluntary annexation by petition currently requires 100 percent consent from all property owners, a threshold that can be impossible to meet even if a majority of property owners can benefit by utilizing their property for business or residential purposes.
 - Lowering the threshold from 100 percent represents a middle ground that would still reflect the will of property owners but not handicap communities' ability to economically thrive.
 - The ability of a city or town to grow and reflect its urban footprint is vital to its financial health; city services are relied on by residents whether they live in or near municipal boundaries.
 - Provide authority to municipal water systems to recoup costs of clean-up from polluters.
 - Local municipal water systems are increasingly being looked to for the clean-up of PFAS and other "forever" chemicals found in surface waters.
 - State regulators plan to set surface water standards for these chemicals and propose Maximum Contaminant Levels for PFAS chemicals in drinking water.
 - To date, cities' only recourse to try to recoup the cost for utility ratepayers is through the courts.
 - Provide local revenue options beyond property tax.
 - Roughly 40 percent of municipal general fund revenue is generated by local property taxes.
 - Cities have little to no authority to raise significant revenue in other ways.
 - A lack of diverse, local tax options can affect economic growth, as well as cause large swings in revenue based on economic changes.
-

Town of Archer Lodge
Fiscal Year Ending June 30, 2023



Budget Amendment # BA 2023 02

Date: 03-Jan-23

Gen Fund/Cap Res Fund/Public Safety Res Fund
ARPA Fund Grant/State Capital & Infrastructure Fund (SCIF) Grant

Account	Account Number	Budget	Amendment	Amended Budget
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Revenues:

Gen/Miscellaneous Revenues	10-3800-0000	-	4,000.00	4,000.00
Gen/Investment Earnings	10-3831-0000	15,000.00	5,000.00	20,000.00
Gen/Transfer from Capital Reserve Fund	10-3900-3930	-	200,000.00	200,000.00
Gen/Fund Balance Appropriated	10-3990-0000	40,000.00	200,000.00	240,000.00
Cap Res Fnd/Investment Earnings	30-3831-0000	5,000.00	2,000.00	7,000.00
Cap Res Fnd/Fund Balance Appropriated	30-3990-0000	-	200,000.00	200,000.00
Public Safety Res Fnd/Investment Earnings	32-3831-0000	5,000.00	2,000.00	7,000.00
ARPA/Investment Earnings	42-3831-0000	1,500.00	1,000.00	2,500.00
SCIF/Investment Earnings	43-3831-0000	2,000.00	1,000.00	3,000.00

Total Increase (Decrease) in Revenues

615,000.00

Expenditures:

Gen/Admin/Training & Meetings	10-4120-3110	4,000.00	2,000.00	6,000.00
Gen/Admin/Contracted Services-Software	10-4120-3600	15,075.00	1,925.00	17,000.00
Gen/Public Building/Professional Fees	10-4190-1900	-	5,000.00	5,000.00
Gen/Parks & Rec/Training & Meetings	10-6120-3110	1,225.00	75.00	1,300.00
Gen/Parks & Rec/Contracted Services	10-6120-3500	26,750.00	400,000.00	426,750.00
Cap Res Fnd/Transfer to General Fund 10	30-9900-0010	-	200,000.00	200,000.00
Cap Res Fnd/Transfer to Fund Balance	30-9990-0000	5,000.00	2,000.00	7,000.00
Public Safety Res Fnd/Transfer to Fund Balance	32-9990-0000	-	2,000.00	2,000.00
ARPA/Capital Outlay	42-4190-5100	384,500.00	(194,500.00)	190,000.00
ARPA/Contracted Services	42-6120-3500	71,759.00	120,000.00	191,759.00
ARPA/Contracted Services-Construction	42-6120-3550	497,118.00	75,500.00	572,618.00
SCIF/Contracted Services-Construction	43-6120-3550	552,250.00	1,000.00	553,250.00

Total Increase (Decrease) in Expenditures

615,000.00

-

Justification for Budget Amendment:

To appropriate or reappropriate unanticipated revenues and expenditures as recorded.

Adopted this 3rd day of January 2023

ATTEST:

Matthew B. Mulhollem, Mayor

Jenny Martin, Town Clerk

Mike Gordon, Budget Officer



TOWN OF ARCHER LODGE FINANCIAL SUMMARY REPORT FOR MONTH END NOV 30, 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	36,570.11	181,497.65	16.25%
SALES TAXES	284,000.00	27,949.10	83,628.85	29.45%
FRANCHISE TAXES	142,500.00	0.00	0.00	0.00%
ALCOHOL BEV TAXES/JO CO ABC DIST	39,000.00	0.00	5,422.81	13.90%
PERMITS AND FEES	8,500.00	550.00	2,930.00	34.47%
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	0.00	3,771.12	#DIV/0!
INVESTMENT EARNINGS	15,000.00	3,862.02	14,026.22	93.51%
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	68,931.23	876,490.02	33.14%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	57,605.00	126.37	15,054.43	26.13%
ADMINISTRATION	333,985.00	21,350.55	136,337.61	40.82%
JO CO TAX COLLECTION FEES	30,000.00	1,009.63	4,963.06	16.54%
LEGAL	18,000.00	2,800.00	5,050.00	28.06%
PROPERTY TAXES	100.00	0.00	0.00	0.00%
PUBLIC BUILDINGS	83,600.00	2,415.39	18,638.94	22.30%
PEG MEDIA PARTNERS	51,500.00	0.00	0.00	0.00%
PUBLIC SAFETY	571,700.00	151.59	46,556.92	8.14%
TRANSPORTATION-PUBLIC WORKS	28,500.00	2,064.70	3,519.54	12.35%
PLANNING & ZONING	236,530.00	10,155.07	61,227.42	25.89%
CULTURAL & RECREATION	410,915.00	5,596.67	41,623.11	10.13%
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	2,635.03	15,375.95	9.61%
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	48,305.00	971,476.65	36.73%
Y-T-D GENERAL FUND INCREASE (DECREASE)		20,626.23	(94,986.63)	

CAPITAL RESERVE FUND 30

<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	5,000.00	1,134.37	4,128.10	82.56%
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	1,134.37	4,128.10	82.56%
<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)		1,134.37	4,128.10	

PARK RESERVE FUND 31

<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	2,000.00	224.10	983.90	49.20%
TRANSFER FROM GEN FUND 10	160,000.00	2,635.03	15,375.95	9.61%
FUND BALANCE APPROPRIATED	0.00	0.00	0.00	#DIV/0!
TOTALS	162,000.00	2,859.13	16,359.85	10.10%
<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)		2,859.13	(43,640.15)	

PUBLIC SAFETY RESERVE FUND 32

<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	5,000.00	1,067.60	3,885.10	77.70%
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	1,067.60	3,885.10	1.94%
<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)		1,067.60	3,885.10	



Kim P. Batten

FINANCE OFFICER

WITH ARPA AND SCIF



TOWN OF ARCHER LODGE FINANCIAL SUMMARY REPORT FISCAL YEAR COMPARISON FOR PERIOD ENDING NOVEMBER 30

GENERAL FUND				
REVENUES		Nov-22	Nov-21	DIFFERENCE
	AD-VAL & MOTOR VEHICLE TAXES	181,497.65	212,355.94	(30,858.29)
	SALES TAXES	83,628.85	73,910.83	9,718.02
	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	2,930.00	3,100.00	(170.00)
	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	14,026.22	1,793.87	12,232.35
	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)		876,490.02	885,971.22	(9,481.20)
EXPENDITURES		Nov-22	Nov-21	DIFFERENCE
	GOVERNING BODY	15,054.43	19,081.91	(4,027.48)
	ADMINISTRATION	136,337.61	119,674.80	16,662.81
	JO CO TAX COLLECTION FEES	4,963.06	5,690.09	(727.03)
	LEGAL	5,050.00	5,775.00	(725.00)
	PROPERTY TAXES	0.00	0.00	0.00
	PUBLIC BUILDINGS	18,638.94	15,465.37	3,173.57
	PEG MEDIA PARTNERS	0.00	0.00	0.00
	PUBLIC SAFETY	46,556.92	81,825.89	(35,268.97)
	TRANSPORTATION-PUBLIC WORKS	3,519.54	3,240.70	278.84
	PLANNING & ZONING	61,227.42	35,609.19	25,618.23
	CULTURAL & RECREATION	41,623.11	13,900.00	27,723.11
	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	15,375.95	28,189.22	(12,813.27)
	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)
		971,476.65	1,004,494.26	(33,017.61)
Y-T-D INCREASE (DECREASE)		(94,986.63)	(118,523.04)	23,536.41

Kim P. Batten

Revenue Account Range: 41-0000-0000
Expend Account Range: 41-0000-0000
Print Zero YTD Activity: No

to 41-9999-9999
to 41-9999-9999

Include Non-Anticipated: Yes
Include Non-Budget: No

Year To Date As Of: 11/30/22
Current Period: 11/01/22 to 11/30/22
Prior Year: 11/01/21 to 11/30/21

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Excess/Deficit	% Real
41-3482-0000	NC PARTF Grant - NCDNCR	0.00	438,162.50	0.00	90,819.68	347,342.82-	21
41-3900-3931	Transfer from Park Reserve Fund 31	0.00	51,676.55	0.00	0.00	51,676.55-	0
41 Archer Lodge Town Park Revenue Total		0.00	489,839.05	0.00	90,819.68	399,019.37-	19

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
41-6120-3500	Contracted Services-Design/Engineering	0.00	14,494.00	602.20	11,140.70	2,408.80	944.50	93
41-6120-3550	Contracted Services-Construction	0.00	439,865.05	0.00	495.00	439,108.75	261.30	100
41-6120-3600	Contingency	0.00	40,650.00	0.00	0.00	0.00	40,650.00	0
41 Archer Lodge Town Park Expend Total		0.00	495,009.05	602.20	11,635.70	441,517.55	41,855.80	92

41 Archer Lodge Town Park Fund	Prior	Current	YTD
Revenues:	0.00	0.00	90,819.68
Expended:	0.00	602.20	453,153.25
Net Income:	0.00	602.20-	362,333.57-

Grand Totals	Prior	Current	YTD
Revenues:	0.00	0.00	90,819.68
Expended:	0.00	602.20	453,153.25
Net Income:	0.00	602.20-	362,333.57-

Archer Lodge Town Park PARTF Project Fund 41

Revenue Account Range: 42-0000-0000
Expend Account Range: 42-0000-0000
Print Zero YTD Activity: No

to 42-9999-9999
to 42-9999-9999

Include Non-Anticipated: Yes
Include Non-Budget: No

Year To Date As Of: 11/30/22
Current Period: 11/01/22 to 11/30/22
Prior Year: 11/01/21 to 11/30/21

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Excess/Deficit	% Real
42-3831-0000	Investment Earnings	64.77	1,500.00	285.82	1,198.98	301.02-	80
42-3900-3910	Transfer from General Fund 10	0.00	525,213.62	0.00	525,213.37	0.25-	100
42 American Rescue Plan Ac Revenue Total		64.77	526,713.62	285.82	526,412.35	301.27-	100

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
42-4120-1900	Professional Fees	0.00	590.00	0.00	0.00	590.00	0.00	100
42-4190-5100	Capital Outlay	0.00	384,500.00	0.00	0.00	301,833.30	82,666.70	78
42-4510-3500	Contracted Services	0.00	17,000.00	0.00	0.00	16,638.00	362.00	98
42-6120-3500	Contracted Services	0.00	71,759.00	4,214.00	47,483.00	24,276.00	0.00	100
42-6120-3550	Contracted Services-Construction	0.00	497,118.00	136,884.10	223,403.80	280,511.20	6,797.00-	101
42 American Rescue Plan Ac Expend Total		0.00	970,967.00	141,098.10	270,886.80	623,848.50	76,231.70	92

42 American Rescue Plan Act(ARPA) Grant Fnd	Prior	Current	YTD
Revenues:	64.77	285.82	526,412.35
Expended:	0.00	141,098.10	894,735.30
Net Income:	64.77	140,812.28-	368,322.95-

Grand Totals	Prior	Current	YTD
Revenues:	64.77	285.82	526,412.35
Expended:	0.00	141,098.10	894,735.30
Net Income:	64.77	140,812.28-	368,322.95-

Archer Lodge ARPA Fund 42

Revenue Account Range: 43-0000-0000 to 43-9999-9999 Include Non-Anticipated: Yes Year To Date As Of: 11/30/22
Expend Account Range: 43-0000-0000 to 43-9999-9999 Include Non-Budget: No Current Period: 11/01/22 to 11/30/22
Print Zero YTD Activity: No Prior Year: 11/01/21 to 11/30/21

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Excess/Deficit	% Real	
43-3831-0000	Investment Earnings	0.00	2,000.00	327.86	1,327.89	672.11-	66	
43 State Cap & Infrastruct Revenue Total		0.00	2,000.00	327.86	1,327.89	672.11-	66	

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
43-6120-3500	Contracted Services	0.00	300,000.00	0.00	0.00	0.00	300,000.00	0
43-6120-3550	Contracted Services-Construction	0.00	552,250.00	29,980.00	38,653.00	229,110.00	284,487.00	48
43 State Cap & Infrastruct Expend Total		0.00	852,250.00	29,980.00	38,653.00	229,110.00	584,487.00	31

43 State Cap & Infrastruct Fnd (SCIF) Grant	Prior	Current	YTD
Revenues:	0.00	327.86	1,327.89
Expended:	0.00	29,980.00	267,763.00
Net Income:	0.00	29,652.14-	266,435.11-

Grand Totals	Prior	Current	YTD
Revenues:	0.00	327.86	1,327.89
Expended:	0.00	29,980.00	267,763.00
Net Income:	0.00	29,652.14-	266,435.11-

Archer Lodge SCIF Fund 43



PROTECTING QUALITY OF LIFE

Alliance Code
Enforcement LLC

Monthly Report
Town of Archer Lodge

Updated
December 28, 2022

ADDRESS	VIOLATION	STATUS
Par ID 179000548413	JP	ABATED
131 Helena Ln	JP/JV	ABATED
14649 Buffalo Rd	OL/JV/JP	OPEN
PAR ID 178000193941	OL	ABATED
14790 Buffalo Rd	OL	OPEN
15180 Buffalo Rd	OL/JV/JP/AC	ABATED
14960 Buffalo Rd	OL	ABATED
6565 Covered Bridge Rd	OL	OPEN
124 Harding Dr	JP/OL/JV	ABATED
57 Nashville Dr	JP	ABATED
3901 Bridge Ct	JP/JV/AC/OL	OPEN
5575 Covered Bridge Rd	OL	ABATED
104 Harding Dr	OL/JP	ABATED
35 Harding Dr	JP	OPEN
3900 Bridge Ct	JV/JP/OL	OPEN
6619 Covered Bridge Rd	JP	OPEN
202 Kentucky Dr	JP	OPEN
111 Preakness Dr	JV	ABATED
126 Preakness Dr	JV	OPEN
203 Kentucky Dr	JV	ABATED
301 Shelby Ct	JP	OPEN
437 Triple Crown Cir	JV	OPEN
200 Kentucky Dr	JP	OPEN
Par ID 178000916819	JP	OPEN
3910 Bridge Ct	JV	OPEN
147 Coharie Dr	JV/OL	OPEN
100 Seminole Dr	JP	OPEN
112 Seminole Dr	JP/JV	OPEN
120 Seminole Dr	OL	OPEN
132 Seminole Dr	JP	OPEN
142 Seminole Dr	JV/OL	OPEN
108 Sprewell Ct	OL/JV/JP	OPEN
150 Seminole Dr	JV/JP	OPEN
118 Ottawa Dr	JV	OPEN
131 Ottawa Dr	JV/OL	OPEN
113 Ottawa Dr	JP	OPEN
109 Ottawa Dr	JP/OL	OPEN



PROTECTING QUALITY OF LIFE

Alliance Code
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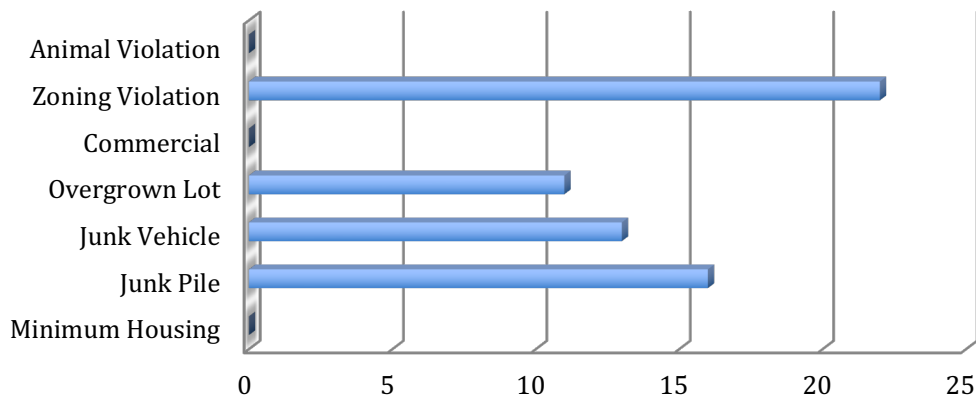
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145 Seminole Dr	JV	OPEN
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HIGHLIGHTS

- 23 New Cases were opened.
- 23 Notice of Violations were issued.
- 11 Cases were abated.
- 6 Notice of Hearings sent out.
- 22 Signs picked up.
- Inspections, follow ups and in person meetings or attempted in person meetings were made with all violators.
- 14960 Buffalo Rd – Finally abated with the overgrowth & Junk.
- 14649 Buffalo Rd – Very successful hearing.
- 3901 Bridge Ct – Property is 90% abated two junk vehicle(s) remaining.
- 110 Tecumseh Ct – Assisted Animal Control with contact & service of documents.
- I would like to thank each of you for the opportunity to serve this community and “Protecting Quality of Life”

Violations by the Numbers



	Minimum Housing	Junk Pile	Junk Vehicle	Overgrown Lot	Commercial	Zoning Violation	Animal Violation
Violations by the Numbers	0	16	13	11	0	22	0



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