



BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

**Tuesday, April 2, 2019
7:00 PM**

Location: 28 N Raleigh Street, Angier, NC 27501

Call to Order

Pledge of Allegiance

Invocation

Approval of Agenda

Presentations

1. **Arthur R. Yarbrough, Jr. will be administered his Oath of Office to serve as Angier's new Chief of Police**

Public Comment

Public Hearing

1. **Rezoning Request** – application submitted by Prime 1 Builders to rezone a .9 acre parcel located at 8316 S N.C. 55 Highway from Open Space & Recreation to Office & Institutional (PIN#: 0675-51-0135).

Consent Agenda Items

1. **Approval of Minutes:**
 - a. March 5, 2019 – Regular Meeting
 - b. March 8, 2019 & March 9, 2019 – Board Retreat
 - c. March 26, 2019 – Work Session Meeting
2. **Consideration and Approval of Town Attorney, Dan Hartzog Jr., Memorandum of Understanding**
3. **Consideration and Approval to construct a Retention Wall at Jack Marley Park**

- 4. Consideration and Approval to adopt a Flag Policy**
- 5. Consideration and Approval to appoint 9 members to the Downtown Advisory Committee**
- 6. Consideration and Approval of a proposal for the Highway 210 Sidewalk Extension Project**
- 7. Consideration and Approval to proceed with a Farmer's Market next spring**
- 8. Consideration and Approval to adopt Resolution #006-2019 to amend the Board Meeting Schedule due to modification of Work Session meetings**

Business Items

- 1. Annexation Petition** – The Town Clerk, on behalf of the Governing Board, has received an Annexation Petition owned by the Limited Liability Corporation, KBNK Holdings, LLC. The proposed site requested for annexation is 4 tracts of land approximately 33.88 acres located off Gardner Road (PIN#: 0673-42-7003.000; 0673-52-1506.000; 0673-52-3849.000; 0673-52-4376.000). The Board may consider directing the Clerk to investigate Sufficiency of Petition and to Certify Results at the next regularly scheduled Board of Commissioners meeting May 7, 2019.
- 2. Approval of an Amendment to the Audit Contract for Fee Modification** – due to final date being March 6, 2019.
- 3. Approval of the Annual Financial Information Report (AFIR) (Form LGC-37-06)** – this form is required by GS 159-33.1 and should be submitted as soon as audited information is available.
- 4. Budget Ordinance Amendment #8 to purchase additional Flags**

Town Manager's Report

- **Department Reports**
- **Manager's Report**

Mayor & Town Board Comments

Adjourn

PRESENTATION



Town of Angier

www.angier.org

Lewis Weatherspoon
Mayor

Gerry D. Vincent
Town Manager

Veronica Hardaway
Town Clerk

NORTH CAROLINA
HARNETT COUNTY
TOWN OF ANGIER

OATH OF OFFICE ANGIER POLICE DEPARTMENT

"I, Arthur R. Yarbrough Jr., do solemnly swear or affirm that I will support the Constitution of the United States; that I will faithfully and bear true allegiance to the State of North Carolina and to the Constitutional powers and authorities which are, or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States; that I will be alert and vigilant to enforce the criminal laws of this State; that I will not be influenced in any manner on account of personal bias or prejudice; and that I will faithfully and impartially execute the duties of my office as Chief of Police according to the best of my skill, abilities and judgement, so help me God."

Arthur R. Yarbrough Jr.

Oath administered this 2nd day of
April, 2019.

Lewis W. Weatherspoon, Mayor



PUBLIC HEARING



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: April 2, 2019
PREPARED BY: Sean Johnson
ISSUE Rezoning Request
CONSIDERED:
DEPARTMENT: Planning & Inspections

SUMMARY OF ISSUE:

The Planning Department has received a rezoning application for the property at 8316 S. N.C. 55 HWY. Attached is the rezoning staff report detailing the proposed zoning district, uses allowed by that district, adjoining land uses and compliance with our 2017 Comp. Land Use Plan. The Planning Board recommended approval of the rezoning at their March 18th meeting.

FINANCIAL IMPACT: N/A

RECOMMENDATION:

Staff recommends approval of the requested rezoning based on the items mentioned in the staff evaluation in the rezoning staff report.

REQUESTED MOTION:

I move to approve the rezoning of the parcel at 8316 S. N.C. 55 HWY to R-6.

REVIEWED BY TOWN MANAGER:

Attachments:

Rezoning Staff Report



REZONING STAFF REPORT

File #: 2019-000035
Staff Contact: Sean Johnson
sjohnson@angier.org
(919) 331-6702

Planning Board: March 18, 2019

Public Hearing: April 2, 2019

Requesting Rezoning: Open Space & Recreation to Office & Institutional

Applicant Information

Owner of Record:

Name: B.F. McLeod
Address: 100 Park Ave.
City/State/Zip: Fuquay-Varina, NC 27526

Applicant:

Name: Prime 1 Builders
Address: 2209 Hamrick Dr
City/State/Zip: Raleigh, NC 27613

Property Description

PIN(s): 0675510135
Address: 8316 S. NC 55 HWY
Acreage: 0.9 Acres

Vicinity Map





	CURRENT GC	REQUESTED R-6
Parks & Recreation Facilities	P	P
Single Family/Duplexes		P
Multi-Family		P
Schools		P
Offices & Services	P	
Retail Uses	P	
Churches		S
Governmental Uses	P	
Agriculture		P

P=Permitted Use S=Special Use

Physical Characteristics



Aerial Photograph (2017)

Site Description:

The property contains a small wireless facilities structure.

Surrounding Land Uses:

Surrounding Land Uses include medium and high density residential, office and retail and services.

Services Available

Water:

- ☒ Public
☐ Private (Well)
☐ Other: Unverified

Sewer:

- ☒ Public
☐ Private (Septic Tank)
☐ Other: unverified

Transportation:

Access will be provided by Bitter Melon Drive

Land Use Classification Compatibility



Future Land Use Map (2017)

	REQUESTED ZONING	LAND USE
	R-6	COMM
Parks & Rec Facilities	P	
Detached Single Family	P	
Multi-Family	P	
Churches	P	
Schools	P	
Professional Offices		P
Retail Uses		P
Restaurants		P
Governmental Uses	P	P
Distribution		S
Manufacturing Uses		S

2017 Angier Comp. Land Use Plan: Commercial

The Proposed Rezoning Is Not In Compliance With The Land Use Plan

Evaluation

- ☒ **Yes** ☐ No The IMPACT to the adjacent property owners and the surrounding community is reasonable, and the benefits of the rezoning outweigh any potential inconvenience or harm to the community.
REASONING: The requested zoning would allow for use of the property that is compatible with adjoining uses.
- ☐ Yes ☒ **No** The requested zoning district is COMPATIBLE with the existing Land Use Classification.
REASONING: The Land Use Plan calls for Commercial use of the property, which is not compatible with the uses allowed by the requested zoning district.
- ☒ **Yes** ☐ No The proposal does ENHANCE or maintain the public health, safety and general welfare.
REASONING: The rezoning would allow for uses compatible with surrounding uses.
- ☐ Yes ☒ **No** The request is for a SMALL SCALE REZONING and should be evaluated for reasonableness
REASONING: The uses allowed by the proposed rezoning are similar to that of adjacent parcels.

Suggested Statement-of-Consistency (Staff concludes that...)

The requested rezoning to R-6 is compatible with The Land Use Plan. The uses permitted by the requested district would be compatible with existing uses, would not have an unreasonable impact on the surrounding community, and will not harm the public health, safety, and general welfare for the reasons stated in the evaluation. It is recommended that this rezoning request be **APPROVED**.

Planning Board Recommendation

The Planning Board recommended the approval of the requested rezoning at their March 18, 2019 meeting.

Attachments

☒ Original Rezoning Application

CONSENT AGENDA

**Town of Angier
Board of Commissioners
Tuesday, March 5, 2019, 7:00 P.M.
Angier Municipal Building
28 North Raleigh Street
Minutes**

The Town of Angier convened during a regularly scheduled Board of Commissioners meeting Tuesday, March 5, 2019, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

Members Present: Mayor Lewis W. Weatherspoon
Mayor Pro-Tem/Commissioner Craig Honeycutt
Commissioner Bob Smith
Commissioner Loru Boyer Hawley
Commissioner Mike Hill

Members Excused:

Staff Present: Town Manager Gerry Vincent
Town Clerk Veronica Hardaway
Public Works Director Jimmy Cook
Planning Director Sean Johnson
Finance Director John Ellis
Interim Chief of Police Arthur Yarbrough
Downtown Manager Christy Adkins
Library Director Amanda Davis
Town Engineer Bill Dreitzler
Town Attorney Dan Hartzog, Jr.

Others Present:

Call to Order: Mayor Weatherspoon presided, calling the Board of Commissioners meeting to order at 7:00 p.m.

Pledge of Allegiance: Mayor Weatherspoon led the pledge of allegiance.

Invocation: Commissioner Smith offered the invocation.

Approval of the March, 2019, meeting agenda: The Town Board approved the agenda with the following amendments: Move Business Item #1 (Consideration and Approval to adopt recommended Ordinance Text Amendments to the Unified Development Ordinance) to Public Hearing Section; Table Business Item #3 (Downtown Advisory Board Appointments); Move Business Item #6 (Request for Qualifications for Downtown WiFi) to Consent Agenda; and add a Closed Session pursuant to 143-318.11 (a) (1) – to discuss privileged or confidential information, 143-318.11 (a) (3) – attorney-client privilege, 143-318.11 (a) (5) – to discuss the Town Attorney’s contract, & 143-318.11 (a) (6) – to discuss Town Attorney’s conditions of initial agreement.

Board Action: The Town Board unanimously approved the March 5, 2019 meeting agenda with the above amendments.

Motion: Commissioner Smith

Second: Mayor Pro-Tem Honeycutt

Vote: Unanimous, 4-0

Presentations:

1. Year-end Audit – Cherry Bekaert LLP presented findings from the Comprehensive Annual Financial Report for year ending June 30, 2018

April Adams, Cherry Bekaert, LLP, presented her audit findings from the previous fiscal year. *(Due to its length, a copy of the Audit Report will be filed in the Clerk's office for review.)* Highlights include: assets and deferred outflows of resources of the Town of Angier exceeded its liabilities and deferred outflows of resources at the close of the fiscal year by approximately \$18,375,595. The government's total net position, excluding the restatement, increased by \$157,855. Increase in governmental activities amounts to \$123,596 and increase in the enterprise type activities amounts to \$34,259. As a result of this increase, there have been some positive signs of the economy improving in our Town as well as Management instructing staff to curtail spending to aid in the improvement of the Town's financial condition. As of the close of the current fiscal year, the Town of Angier's governmental funds reported combined ending fund balances of \$4,155,068 an increase of \$176,235 in comparison with the prior year excluding restatement. Approximately 17.0 percent of this total amount, or \$706,216 is non spendable or restricted and committed. At the end of the current fiscal year, unassigned fund balance for the General Fund was \$3,292,165 or 83.8 percent of total general fund expenditures, for the fiscal year. At June 30, 2018, the Town of Angier's total debt was \$5,689,725. Decrease of the Town's debt was the result of timely debt service payments. The Town of Angier has a Municipal Council Rating of 80 which is equivalent to a rating A3/A by the national rating agencies. This rating is considered an investment grade rating and average or better than average for a town of Angier's population.

Ms. Adams concluded by asking the Board if they had any questions on the report presented.

Finance Director John Ellis wanted to thank Bonnie Bray publicly for all of her hard work on the Town's audit.

Board Action: The Board unanimously voted to accept the Comprehensive Annual Financial Report.

Motion: Commissioner Hawley

Second: Commissioner Smith

Vote: Unanimous, 4-0

2. Ricky Temple with RLT & Associates discussed the process of the Jack Marley Park Retention Wall construction

Ricky Temple with RLT & Associates addressed the Board and explained the estimate he submitted for the construction of the retention wall at the park was using the most economical material. The blocks that was proposed would produce a stable wall.

Mayor Weatherspoon suggested to place this item on the March Work Session Agenda for further discussion.

Public Comment:

Alan Coats, 131 Wilma Street, stated he received a disturbing letter through the mail on February 19th concerning accusations made towards the Mayor's conduct. If these accusations are true, the Town needs to move on. He assumed the letter came from a disgruntled employee, however if these accusations did in fact happen, he's embarrassed for the Town and hopes that no one would represent this Town in that manner. If the Town is continuing to operate with the Censure of the Mayor in place, he encouraged the Commissioners to consider removing it and start working in a positive direction.

Mayor Weatherspoon responded by saying he had read the letter that was received anonymously and that the accusations contained in the letter are false.

Rhonda Powell, 92 N Dunn Street, 92 N Dunn Street, stated there has been significant traffic and large trucks traveling on her street. She asked the Board if they would consider a four way stop at Williams Street or speed bumps. She also stated that several years ago, the Town installed a ditch and concrete pipe in front of her house, and since then has experienced worsening drainage issues.

Mayor Weatherspoon directed the Town Manager, Public Works Director, and Interim Police Chief to look into Ms. Powell's complaints.

Public Hearing:

1. Consideration and Approval to Adopt Recommended Ordinance Text Amendments to the Unified Development Ordinance.

Planning Director Sean Johnson stated there are several text amendments to the Zoning Ordinance which have been discussed extensively by staff and the Planning Board as well as the Town Board. Those amendments include changes to: sweepstakes/internet gaming facilities; auto service related businesses; multi-family residential uses; alcohol sales uses and bars, and dumpster screening.

Section 4.8.4 Rewritten:

4.8.4 Internet gaming, sweepstakes, or other gambling establishments.

A. The following standards shall apply to Game Centers, as defined in Section A.4, which comply with N.C.G.S. 14306(b).

~~Internet sweepstakes machines, etc., or any gambling establishment shall require a special use permit as an accessory use only, of which shall be three or less machines, within the Central Business zoning district.~~

B. Game Centers shall be permitted only in the General Commercial district and require a special use permit issued by the Board of Adjustment regardless of the number of machines proposed.

~~It shall be a permitted use within the General Commercial zoning district providing that the use is not within a one-half-mile radius of any other facility, primary or accessory use, that has a licensed internet sweepstakes machine, etc.~~

C. The use shall not be located within a one-half-mile radius of any other Game Centers, or within 1,000 feet of any school, religious institution or day care center.

~~All machines and/or games existing prior to adoption of this section shall be allowed to remain providing their privilege licenses are renewed as required. If the internet sweepstakes privilege license is not renewed, compliance with the above regulations is required. Failure to comply with this ordinance shall result in penalty as defined herein.~~

Game Center. A business enterprise, whether principal or accessory, where persons utilize electronic machines or devices, including but not limited to computers and gaming terminals or other amusement devices, where cash, merchandise, or other items of value are redeemed or otherwise distributed, whether or not the value of such distribution is determined by electronic games played.

Section 3.3 Auto Services and Sales Uses

Mr. Johnson explained that the Planning Board and staff recommend removing the Special Use requirement for auto services and sales businesses. There are still requirements that need to be met for these types of businesses; the only change is eliminating the Special Use Permit requirement as well as eliminating the operation of such business in the Central Business District of Town.

Section 4.2.10 Rewritten:

Section 4.2.10 Multifamily Residential

A. All Multifamily residential developments with 20 or more proposed units shall require a Special Use Permit from the Board of Adjustment.

B. Dimensional requirements for multifamily residential developments shall be as follows:

Max Density – 12 dwelling units per acre (with public water and sewer)

Minimum Public Street Footage – 150 ft if 20 or more units, 100 ft if less than 20 units;

Projects equal to or greater than 10 acres: 100 ft; Projects between 5 and 10 acres: 50 ft;

Projects less than 5 acres: 25 ft.

Side Setback (project perimeter) – 30 ft.

Rear Setback (project perimeter) – 30 ft.

Minimum building separation – 10 ft.

Maximum units per structure – single story structure: 6 units; multistory structure: 18 units.

A. All structures shall be a minimum of ten feet from all internal parking areas, and drive-
isles.

B. Project perimeter setback areas shall be free of any structures, excluding access ways
and signs.

C. Amenities and accessory structures shall be permitted as an accessory use to the primary
use.

D. Developments of 50 units or more shall provide two means of ingress and egress.

Section 4.8.5 Rewritten:

Section 4.8.5 Bars and Alcohol Related Businesses

~~A. Nightclubs and bars shall not be located within 1,000 feet of a residential structure or park, unless
permitted as part of a live/work development.~~

A. No bar shall be allowed within a 500 foot radius of radius of any school, religious institution or
day care center except within the Central Business District.

~~B. Live music shall not be audible off the premise at decibel levels louder than normal background
noise after 11:00 p.m., if such establishments are located within 1,000 feet of a residential structure.~~

B. Outdoor seating regulations for "restaurants", located in this chapter, shall be met if applicable.

C. Alcoholic beverage consumption areas may be allowed on the premises of a
Brewery/Winery/Distillery and a Bottle Shop as an accessory use. This accessory use shall occupy
30% or less of the square footage of the total area occupied by these establishments. Alcoholic
beverages may not be consumed on the premises after 10p.m.

Bar/Nightclub Definition: An establishment, also referred to as a pub, tavern, saloon, beer garden,
tap room or sports bar, that serves alcoholic beverages such as beer, liquor, wine and cocktails, for
consumption on the premises, and where 51% or greater of the net sales is from alcohol and not
food sales.

Bottle Shop

- Add to retail section of Permitted Use Table
- Permitted Use in General Commercial and Central Business
- Definition: A retail establishment that primarily sells alcoholic beverages for off premise
consumption. Alcoholic beverage consumption areas may be allowed on the premises as
an accessory use.

Brewery/Winery/Distillery

- Add to Industrial, Warehousing, Wholesale, Distribution and Transportation Uses Section
of Permitted Use Table
- Permitted Use in General Commercial, Commerce Park and Central Business

- Definition: A manufacturing use that produces alcoholic or non-alcoholic beverages, including ales, beers, wine, liquor and/or similar beverages, on-site. Breweries are classified as a use that primarily manufactures such beverages and may or may not include on site alcoholic beverage consumption areas.

Section 7.3.4 Dumpster Screening Requirements

7.3.4 Screening requirements for outdoor storage, waste containers, and mechanical equipment.

The requirements of this section shall apply to all new and expanding nonresidential and multifamily development:

- A. Any outdoor storage or utility structures shall be screened in the form of a berm, wall, or fence and natural plantings as to provide an opaque screen for outdoor storage, waste containers, and utility structures. The screen shall exceed the height of the storage or equipment by a minimum of one foot, shall not interfere with the operation of utility equipment.
- B. Dumpsters and other waste collection containers shall not be located in the front yard of any structure.
- C. Ground mounted mechanical equipment shall be located to the rear or side yard and screened from view of the street. Roof-mounted mechanical equipment shall be screened from view by a parapet wall or screen wall matching the primary building materials.
- D. Any fencing used to fulfill the requirements of this section shall be supplemented with landscaping. Chain link fence with slats shall not be used to meet the requirement of this section.
- E. All screens shall utilize building materials and design which are compatible with those used for the exterior of the principal building.

Mr. Johnson explained this amendment would only apply to new and expanding businesses.

Mayor Weatherspoon opened the Public Hearing.

Jr. Price, 619 N Dunn Street, stated he drove around Town and took pictures of several dumpsters that are not compliant with State and OSHA regulations. He suggested someone should be checking area businesses making sure they're in compliance.

Bob Cohen, 271 Gardner Road, expressed his concern allowing bars and alcohol businesses within close proximity to schools. While he appreciates schools were taken into consideration, he feels the original ordinance stating these businesses be 1,000 feet from schools should remain.

Chris Hughes, 65 Golden Lane, stated the Town is growing and changing rapidly and feels these amendments will be good for the Downtown area especially when the bypass comes. He encouraged the Board to approve the text amendments discussed.

John Hart, 40 Pinecrest Way, stated he is one hundred percent in favor of the presented text amendments and believes it will be a great opportunity for the area.

Neal Eichhorn, 5 Whetstone Drive, stated he believes the amendments would be great for the Downtown area.

Joe Langley, 298 Kirk Adams Road, stated he believes the amendments are great, however he suggested the Board review the entire Unified Development Ordinance and consider eliminating anything that cannot be enforced or is too restrictive of growth.

Steve Spencer, 5125 Commission Drive, stated he is in favor of anything that will encourage growth and business within the Town.

Mayor Weatherspoon closed the Public Hearing.

Commissioner Smith stated that the Town needs to be sensitive to the needs of younger generations.

Board Action: The Board unanimously voted to adopt Sweepstakes/Internet Gaming Text Amendment.

Motion: Commissioner Hill

Second: Commissioner Hawley

Vote: Unanimous, 4-0

Board Action: The Board unanimously voted to adopt Auto Related Businesses Text Amendment.

Motion: Commissioner Smith

Second: Mayor Pro-tem Honeycutt

Vote: Unanimous, 4-0

Board Action: The Board unanimously voted to adopt Multifamily Residential Text Amendment.

Motion: Mayor Pro-tem Honeycutt

Second: Commissioner Hawley

Vote: Unanimous, 4-0

Board Action: The Board unanimously voted to adopt Alcohol Related Businesses (Bar/Night Club, Bottleshop/Winery/Distillery) Text Amendment.

Motion: Commissioner Hawley

Second: Commissioner Hill

Vote: Unanimous, 4-0

Board Action: The Board voted to adopt Dumpster Screening Text Amendment.

The motion died for lack of a second.

Board Action: The Board unanimously voted to reconsider the Dumpster Screening Text Amendment. The Board felt that the screening requirements should be enforced in all existing cases as well as to all new and expanding development.

Motion: Mayor Pro-tem Honeycutt

Second: Commissioner Hawley

Vote: Unanimous, 4-0

Board Action: The Board unanimously voted to refer the Dumpster Screening Text Amendment back to the Planning Board for further discussion.

Motion: Commissioner Hawley

Second: Commissioner Hill

Vote: Unanimous, 4-0

Consent Agenda Items

1. Approval of Minutes

- February 5, 2019 – Regular Meeting
- February 26, 2019 – Work Session Meeting

2. Consideration and Approval of Budget Amendment #7 to Purchase two new Police Vehicles

3. Consideration and Approval to Adopt the Amended Audit Contract, with Cherry Bekeart, LLP, to Extend the Due Date from 2/15/19 to 3/6/19

4. Consideration and Approval to Adopt a Code Enforcement Policy

5. Consideration and Approval to allow NC State University School of Design conduct a Downtown Area Visioning Study

6. Consideration and Approval of RFQ for Downtown WiFi

Board Action: The Town Board unanimously voted to approve the Consent Agenda as amended.

Motion: Commissioner Smith

Second: Mayor Pro-Tem Honeycutt

Vote: Unanimous, 4-0

Business Items

- 1. Item moved to Public Hearing.**
- 2. Minimum Housing Case – Consideration and Approval to adopt Ordinance #003-2019 to Vacate and Close Structure located at 102 N Dunn Street.**

Planning Director Sean Johnson requested the Board to consider adopting an Ordinance to vacate and close structure located at 102 N Dunn Street. This house has been declared uninhabitable by the Minimum Housing Code of the Town of Angier due to a lack of power and water services. He stated a complaint was received November 2, 2018, site inspections were conducted on November 5, 2018 and a hearing to all interested parties was held at Town Hall November 28, 2018 to which no one attended. The structure in question was given until March 4, 2019 to comply with the standards of the Town of Angier Minimum Housing Code by repairing, altering, improving, or vacating and closing said structure. An inspection was conducted to verify current conditions of the dwelling and revealed the structure still remains in violation.

Once the Ordinance is adopted, the Planning Department will contact a contractor to vacate and close the dwelling by boarding all entrances to the dwelling and place a placard on the door that reads “This Building Is Unfit For Human Habitation. The Use Or Occupancy Of This Building Is Prohibited”.

Board Action: The Town Board voted to adopt Ordinance #003-2019 to Vacate and Close the Structure located at 102 N Dunn Street.

Motion: Commissioner Hawley

Second: Commissioner Smith

Opposed: Commissioner Hill

Vote: 3-1; motion carries

- 3. Downtown Advisory Board Appointments – Item tabled**

- 4. Flag Etiquette**

Town Manager Gerry Vincent reminded the Board that at their February Work Session meeting there was a consensus of the Board requesting additional information regarding flag etiquette. Several months ago, the Interim Town Manager had researched the topic, however no decision was made and/or policy drafted for consideration.

Mr. Vincent stated that in doing research, he explained that there are no mandatory rules about flying the flag at half-staff. In summary, the flag is to be flown at half-staff in mourning for designated, principle government leaders and upon Presidential or Gubernatorial order.

Board Action: The Town Board voted to go by the United States Flag Code of Conduct that provides the order of the flag to be flown at half-staff by the President, Vice President, Mayor of District of Columbia, and Governor.

Motion: Commissioner Hawley

Second: Commissioner Hill

Opposed: Mayor Pro-tem Honeycutt, Commissioner Smith

Vote: 2-2; Mayor Weatherspoon stated there was a 2 to 2 vote and called for the motion to die for lack of majority. He stated he is not required to vote to break a tie and requested that this item be placed on the March Work Session Agenda.

Town Attorney Dan Hartzog, Jr. confirmed NCGS 160A-69 states; the mayor shall preside at all council meetings, but shall have the right to vote only when there are equal numbers of votes in the affirmative and in the negative. In a city where the mayor is elected by the council from among its membership, and the city charter makes no provision as to the right of the mayor to vote, he shall have the right to vote as a council member on all matters before the council, but shall have no right to break a tie vote in which he participated.

5. Planning Board Vacancy

Board Action: The Town Board unanimously voted to authorize advertising to fill a vacancy on the Planning Board for an In-Town member.

Motion: Commissioner Hill

Second: Commissioner Hawley

Vote: Unanimous, 4-0

6. Request for Qualifications for Downtown WiFi – Item moved to Consent Agenda

7. Consideration and Approval of Resolution #004-2019 opposing Part I. of House Bill #91 that requires consolidation in Counties with multiple ABC Systems

Mayor Weatherspoon explained to the Board that Resolution #004-2019 is in opposition to parts of House Bill #91 and Senate Bill #87 that requires consolidation of the ABC Systems in Counties that have multiple Boards which will affect funding to the Town.

Board Action: The Town Board unanimously voted to adopt Resolution #004-2019 opposing Part I. of House Bill #91 and Senate Bill #87 that requires consolidation in Counties with multiple ABC Systems.

Motion: Mayor Pro-Tem Honeycutt

Second: Commissioner Hawley

Vote: Unanimous, 4-0

Town Manager's Report

Town Manager Gerry Vincent updated the Board on various items. Those items are the following:

- A. Signing a contract with a local company that will provide free WiFi to the Town in two phases.
- B. Budget Retreat is scheduled for Friday, March 8 & Saturday March 9 at Campbell University.
- C. NCSU School of Design will be conducting a visioning study of Downtown
- D. The Clerk signed up for Flag Alerts for United States notifications for flags to fly at half-staff.
- E. Pay & Classification Study should be complete in 90 days.
- F. Met with Town Manager of Fuquay-Varina to discuss ETJ Annexation.
- G. Tristan Scott, owner of Carolina Butcher Shop, raised over \$7,600 for the Ronald McDonald House by selling BBQ. Manna Church purchased one pound of BBQ for each employee of the Town in appreciation.
- H. Work Shops with the Board have been very productive.

Mayor & Town Board Comments

Mayor Weatherspoon announced that the Natural Gas line is moving forward and is anticipated to be at the city limits by March 28th pending weather. A ribbon cutting celebration will be done and our Legislative Delegation will be in attendance.

Board Action: The Town Board unanimously voted to go into Closed Session pursuant to 143-318.11 (a) (1) – to discuss privileged or confidential information, 143-318.11 (a) (3) – attorney-client privilege, 143-318.11 (a) (5) – to discuss the Town Attorney's contract, & 143-318.11 (a) (6) – to discuss Town Attorney's conditions of initial agreement at approximately 8:43pm.

Motion: Commissioner Smith

Second: Commissioner Hill

Vote: Unanimous, 4-0

Board Action: The Town Board unanimously voted to reconvene in Open Session at approximately 9:01pm.

Motion: Commissioner Smith

Second: Mayor Pro-tem Honeycutt

Vote: Unanimous, 4-0

Board Action: The Town Board unanimously voted to amend Town Attorney's contract as discussed.

Motion: Commissioner Hawley

Second: Commissioner Hill

Vote: Unanimous, 4-0

Board Action: The Town Board unanimously voted to amend Board Workshop meeting dates from the fourth Tuesday of the month to the third Tuesday of the month. Board of Adjustment meetings will be moved to the fourth Tuesday of the month.

Motion: Commissioner Smith

Second: Mayor Pro-tem Honeycutt

Vote: Unanimous, 4-0

Adjournment: Being no further business, the Town Board voted unanimously to adjourn the meeting at 9:06pm.

Motion: Commissioner Hawley

Second: Commissioner Hill

Vote: Unanimous, 4-0

Lewis W. Weatherspoon, Mayor

Attest:

Veronica Hardaway, Town Clerk

Town of Angier Annual Board Retreat



Commissioners, the mayor, and town staff of the Town of Angier held a two-day leadership retreat on March 8 and March 9, 2019. Triangle J Council of Governments facilitated the sessions. The objectives of the retreat were to:

1. To enhance communication and develop a renewed positive camaraderie
2. To review the current state of the town
3. To discuss issues and opportunities facing the town
4. To develop goals (immediate, intermediate, and long term)
5. To develop actions plans for the highest priority goals heading into formulation of Angier's 2019-2020 budget

Attendees

Lew Weatherspoon, Mayor
Craig Honeycutt, Mayor Pro-tem
Bob Smith, Commissioner
Loru Boyer Hawley, Commissioner
Mike Hill, Commissioner
Gerry Vincent, Town Manager
Veronica Hardaway, Town Clerk
Sean Johnson, Planning Director
John Ellis, Finance Director
Arthur Yarbrough, Chief of Police
Jimmy Cook, Public Works Director
Amanda Davis, Library Director
Derek McLean, Parks & Recreation Director
Christy Adkins, Main Street Downtown Manager
Bill Dreitzler, Town Engineer
Lee Worsley, TJCOG, Executive Director, Facilitator
Jenny Halsey, TJCOG, Facilitator

Gerry Vincent, Town Manager, kicked off the retreat with a "State of the Town" presentation. The presentation highlighted a financial snapshot of the town, current projects, and a FY19-20 budget schedule. Presentations from the department heads followed that included the expected growth for Angier, demographic trends, and anticipated infrastructure, equipment, and staffing needs. The presentations are included as Appendix A.

The focus of the retreat was to identify issues and opportunities facing the town and translate them into overarching goals for the town. Initiatives for each goal were developed as a group and then prioritized into immediate, intermediate (3-5 years), and long-term (5-10 years) needs. Additionally, time was spent on developing a vision for the town. Below is a summary of the process.

SWOT Analysis

Strengths

- Town Staff
- Fund balance and good fiscal practices
- Strong and passionate community
- Park System and programming
- Library
- Vacant land
- Well defined downtown
- One town-one team
- Leadership—good board
- Proximity to higher education, Wake County, RTP
- Minimal Flooding
- Growth

Weakness

- Aging or lack of facilities and infrastructure: no police department or community center, youth center overcrowded town hall
- Reactive not proactive
- Self-interest/single issue advocacy
- Lack of vision-not open to new ideas
- In-town property owners
- Fiscal weakness
- Negative Communication
- Employee salaries
- Policies
- People getting involved
- Lack of available commercial buildings for economic development
- Business
- No craft brewery downtown

Opportunities

- Growth
- 55 Bypass: need a goal around this in 2, 5 years
- More diverse opinions to from community members
- Natural gas
- Partnerships w/ neighboring town, Campbell University, County
- Town is looking towards future and being responsive to community needs
- Economic Development
- New Downtown Manager

Threats

- Traffic
- High number of illegal immigrants
- Growth
- Good old boys club
- Divided leadership
- Lack of visioning/forward thinking—resistance to change
- Fuquay Varina's growth could threaten Angier's Park and Rec, acquiring land from Angier; Water is limiting
- Harnett County: there focus seems to be on the western and north western part and not Angier; want to provide services themselves; anti-growth
- Library/DMV/Parks—Johnston County, Apex, F-V are coming to Angier's facilities
- Schools: facilities, overcrowding, quality, leadership does not want to work together; hinders growth; the county had no plans to put a school close to Angier

Vision

With the expected growth the Town of Angier will experience, the group expressed a vision for the town. Values, the desired future state, and unique features of the town were discussed, and a list of descriptive words were generated from the group. Each member was able to "vote" for the key words they would like to see included in a future vision statement. Below are the results.

Leader	3
Teamwork	9
Accountable	10
Responsible	
Communication	8
Quality of Life	
Motivation	
Incentive	
Family	3
Trust	1
Prepared	1
Inclusion	
Model	
Honesty	13
Transparency	14
Mediate	
One Town-One Team	14
Sharing	
Dynamic	1
Loyalty	1
Compassion	1
Opportunity	6

Goals and Initiatives

Goals and initiatives were generated in small groups. They were presented to the large group and modified until the group reached consensus on each one.

Goal 1: Attack Infrastructure and Facilities Needs Now

- Immediate Initiatives:
 - Replace aging infrastructure
 - Identify and plan to purchase site for new town hall, police department, community center, and park
 - Develop a Capital Improvement Plan
- Mid-term Initiatives:
- Long-term Initiatives

Goal 2: Maintain, Grow, and Properly Fund our Outstanding Workforce in a positive work environment: current and long term

- Immediate Initiatives:
 - Establish team-building events and group outings for staff and elected officials to encourage relationship building
- Mid-term Initiatives:
 - Establish staffing plan based on population and infrastructure growth to expand departments and offer competitive compensation
- Long-term Initiatives:

Goal 3: Develop Plans to Facilitate and Address Organized Growth

- Immediate Initiatives:
 - Refinement of UDO
 - Hwy 55 Bypass Plan
- Mid-term Initiatives:
 - Develop a strategy for expected growth
 - Update the utility master plan
- Long-term Initiatives
 - Implementation of growth strategy

Goal 4: Develop a strategy to achieve “One Town-One Team”

- Immediate Initiatives:
 - Encourage open dialogue/communication, teamwork, and education
 - Implement citizen town hall meeting per ward
 - Create a strategy for interlocal collaboration
- Mid-term Initiatives:
- Long-term Initiatives
 - Implementation of collaboration and teamwork

Goal 5: Create the environment to leverage and increase revenue by activating positive growth

- Immediate Initiatives:
 - Create a fund balance policy
- Mid-term Initiatives:

- Diversify revenue base; develop a strategy for grant opportunities and other financial opportunities;
- Long-term Initiatives
 - Long-term financial plan should be continuous and ongoing

Goal 6: Attract small and large businesses by offering incentives and a business-friendly environment that helps them succeed

- Immediate Initiatives:
 - Downtown Plan: includes beautification, parking, wifi
 - Natural Gas
 - Chamber of Commerce relationship
- Mid-term Initiatives:
 - Increase mixed used and diversity of businesses in the downtown
 - Increase partnerships
- Long-term Initiatives
 - Need to add an Economic Development Department



**Town of Angier
Board of Commissioners
Workshop Session
Tuesday, March 26, 2019, 6:30 P.M.
Angier Municipal Building
28 North Raleigh Street
Minutes**

The Town of Angier convened during a regularly scheduled Board of Commissioners Workshop Session meeting Tuesday, March 26, 2019, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

Members Present: Mayor Lewis W. Weatherspoon
Mayor Pro-Tem/Commissioner Craig Honeycutt
Commissioner Loru Boyer Hawley
Commissioner Bob Smith
Commissioner Mike Hill

Staff Present: Town Manager Gerry Vincent
Town Clerk Veronica Hardaway
Public Works Director Jimmy Cook
Finance Director John Ellis
Planning Director Sean Johnson
Town Engineer Bill Dreitzler
Officer Pollard
Downtown Manager Christy Adkins
Town Attorney Dan Hartzog Jr.

Others Present:

Call to Order: Mayor Weatherspoon presided, calling the Board of Commissioners meeting to order at 6:33 p.m.

Pledge of Allegiance: Mayor Weatherspoon led the pledge of allegiance.

Invocation: Commissioner Smith offered the invocation.

Approval of the March 26, 2019, meeting agenda: The Town Board approved the agenda as amended; removing Item E – Coble Farms; and Item H – Beer Garden.

Board Action: The Town Board unanimously approved the March 26, 2019 meeting agenda as amended.

Motion: Commissioner Hawley

Second: Commissioner Smith

Vote: Unanimous, 4-0

A. Retention Wall Project/Ricky Temple

Town Manager Gerry Vincent has indicated that rip rap would take longer to install since each rock has to be placed by hand as well as causing a great deal of disturbance from having to dig. Rip rap would also have to be sprayed often to prevent vegetation from growing. The Parks & Recreation Director informed Mr. Vincent that the rip rap currently at the park gets thrown into the pond by children.

Ricky Temple explained to the Board rip rap would have to be maintained by spraying the area 2-3 times per year, and the rocks might cause children to fall. Mr. Temple informed the Board a block wall could take approximately 1 to 1.5 weeks to complete versus the 3 weeks to install rip rap. He stated not much of the wall will be seen and would be more sustainable.

The Board had discussion about the possibility of using rip rap and installing a fence.

It was the consensus of the Board to proceed with the construction of a block retention wall and to place this item on the April Consent Agenda. Commissioner Hawley was opposed.

Mr. Temple conveyed to the Board that he will honor the original estimate given in November.

B. Flag Etiquette

Town Attorney Dan Hartzog Jr. presented the Board with a draft Flag Policy which incorporates the Federal Flag Code that would warrant a flag to be flown at half-staff. He also included an item that's not in the Federal Code which is giving the authority to the Board of Commissioners to lower the flag when appropriate upon a unanimous agreement. This would not require a vote but rather a simple agreement amongst members.

Much discussion was had regarding whether the Board authorizes the flag to be flown at half-staff upon a unanimous agreement or by a majority agreement.

Commissioner Hawley suggested to include a black streamer on the flag pole in honor of locals such as citizens and first responders.

The Town Attorney stated this policy can be amended at any time by the Board.

Brian Hawley, 49 Kerrylane Drive, addressed the Board and stated that US Army regulations allows the black streamer, it's historical. He conveyed he is in disagreement with what is being discussed about the United States Flag Code, there's many interpretations out there, however someone that has served in military service come home underneath the flag; that flag has significance of raising and lowering to honor those that have fallen. That is being diminished if we continuously allow people to use that whenever they want to at their beck and call. This is why he has offered the suggestion in using the black streamer to find a compromise or bridge that difference. The flag issue is something he believes should not be debated. He understands we are trying to unite the community and that's why he feels by using the black streamer it will help bridge that gap. The flag code is very specific and only speaks of the Mayor of DC, President,

Vice President, and Governor. This is an issue that will continuously be brought up throughout different municipalities across the country where the flag has been lowered without a proclamation by the President or Governor, and have received a great deal of heat over it.

Mayor Weatherspoon stated there was never an attempt or intent to diminish anyone's military service to our Country. We value the service every person that's ever served and thanked Mr. Hawley for his service.

After much discussion, it was the consensus of the Board to follow the Federal Flag Code and State Statute along with having the option to honor those who are local by flying a black streamer upon a majority agreement.

C. Downtown Advisory Board Appointments

Mayor Weatherspoon stated the Downtown Manager has provided a list of recommended members and indicated the Board would like to change three individuals.

Downtown Manager Christy Adkins reviewed the nine recommended members and explained they would serve a one year term. The Downtown Advisory Committee would follow the guidelines set by the Main Street Program. Members were selected according to those guidelines which include a variety of property owners, retail businesses, professional offices, ethnicity, and gender.

Commissioner Hawley recommended three alternate members to the list.

Mr. Vincent reminded the Board that information was previously distributed to them regarding member guidelines.

It was the consensus of the Board to approve the Downtown Advisory Committee member list provided by staff.

D. Hwy 210 Sidewalk Extension Project

Town Engineer Bill Dreitzler reminded the Board that at their previous work session meeting, the sidewalk budget was discussed extensively. One of those items being \$35,000 to hire a consultant to expedite the process to complete the proper documentation for NCDOT to contact property owners and prepare easement papers. Mr. Dreitzler stated CAMPO has suggested to wait until bids are received prior to requesting additional funding. Three proposals were received from the following: Telics \$35,000; Right of Way Group \$39,000; and Southeastern Right of Way, LLC \$26,000. Based on those numbers Mr. Dreitzler recommended the Board to accept Southeastern Right of Way, LLC contract contingent upon a supplemental agreement from NCDOT.

It was the consensus of the Board to proceed and place this item on the April Consent Agenda.

E. Coble Farms – Item removed

F. Farmer's Market

Mayor Weatherspoon asked the Board if they would like to proceed with a Farmer's Market and if they desired to have the Town operate the event or the Fuquay-Varina group that spoke at the last work session meeting.

Downtown Manager Christy Adkins stated the Fuquay-Varina group would apply for grants to receive funds that would help operate the Farmer's Market as well as relieve the Town of any liability. Ms. Adkins stated that unfortunately it is too late to coordinate a Farmer's Market this year, but with Board approval plans can be made for next spring.

There was concern from the Board that it would turn into a Flea Market.

Ms. Adkins stated guidelines would be set by the Board to prevent a Flea Market from happening.

It was the consensus of the Board to proceed with coordinating a Farmer's Market next spring contingent upon guidelines set by the Board. Commissioner Hawley was opposed.

G. Murals

Ms. Adkins reviewed some mural examples to put on the library, Ed's Restaurant, and Ty Cobb buildings.

H. Beer Garden – Item removed

I. Other Items Discussed

Mr. Vincent stated Christy has spoken to a group that is interested in renovating the caboose in Depot Square. He explained the Town would only have to purchase materials that the company is willing to waive labor fees. Ms. Adkins informed the Board the caboose would be open to the public to tour.

Mr. Vincent stated flags need to be purchased prior to Memorial Day and will be looking at pricing with different vendors.

Commissioner Smith thanked everyone for a good meeting. He asked the Board for their consensus on requesting the Town Manager to put together a committee to determine how the Town should proceed with starting to replace aging infrastructure. The Board agreed to move forward.

Adjournment: The Town Board voted unanimously to adjourn the meeting at 7:53pm.

Motion: Commissioner Hawley
Second: Commissioner Smith
Vote: Unanimous, 4-0

Lewis W. Weatherspoon, Mayor


Attest:

Veronica Hardaway, Town Clerk



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: April 2, 2019
PREPARED BY: Gerry Vincent, Town Manager ICMA-CM 
ISSUE Town Attorney-Memorandum of Understanding
CONSIDERED:
DEPARTMENT: Administration

SUMMARY OF ISSUE: At its regularly scheduled meeting on March 5, 2019, in Closed Session, the Board of Commissioners, by consensus, authorized a revision to the Town Attorney's Contract as attached.

FINANCIAL IMPACT: Funds are available in the FY19 Budget; therefore, no adjustment necessary.

RECOMMENDATION: Authorize the Town Manager to sign the attached contract on behalf of the Town.

REQUESTED MOTION: I recommend authorizing the Town Manager to sign the contract on behalf of the Town.

REVIEWED BY TOWN MANAGER: *Gerry Vincent*

Attachments: *Memorandum of Understanding*

NORTH CAROLINA
HARNETT COUNTY

MEMORANDUM OF UNDERSTANDING.

1. Parties The Parties to this memorandum of understanding ("memo") are the Town of Angier ("the Town") and Cranfill, Sumner & Hartzog, LLP ("Law Firm").

2. Purpose The purpose of this memo is to set forth the understanding between the parties concerning the nature of the relationship under which the Law Firm shall serve as the Town Attorney.

3. Scope of Service In consideration of the compensation set forth below, the Law Firm shall perform for the Town legal services as set forth herein. Such services shall include the following:

- a. routine legal advice, including consultation and opinions to the Town Board and staff on areas such as zoning and land use, general municipal law, civil and criminal enforcement, personnel law, tort liability, and risk management;
- b. preparation and review of ordinances, resolutions, agreements, contracts and related documents;
- c. review of Town Board agenda packet and attendance at all regularly scheduled Town Board meetings;
- d. attendance at other meetings as deemed necessary.

4. Services Performed Principally by Dan Hartzog, Jr. The parties acknowledge and agree that the services covered under this memorandum shall generally be performed by Dan Hartzog, Jr. However, the full resources of the Law Firm shall be available to the Town and other members of the firm may assist the Town when requested to do so.

5. Compensation The Town shall pay to the Law Firm a flat-rate yearly retainer of \$45,000, billed in 12 monthly increments at the beginning of each month. This monthly rate will compensate the law firm for the services set forth above. The monthly retainer covers the cost of reimbursement for reasonable expenses. The Town agrees to reimburse the Law Firm for any filing fees, service of process fees, or any other fees associated with litigation.

6. Extraordinary Services Extraordinary service constitutes a matter that requires a significant amount of time and resources above and beyond what is outlined above. Such services will be determined on an as-needed basis and discussed with the Town Manager and/or Board of Commissioners ahead of time. Such services are to be performed at an hourly rate of 250.00/hr Partner/Of Counsel; \$200.00/hr Associate; \$110.00/hr Paralegal. The Law Firm will provide detailed billing to the Town monthly for all such work and expenses incurred, with

payment to follow within 30 more days. If travel is required for such services, the Town agrees to reimburse the Law Firm for mileage at the standard IRS mileage rate.

7. Duration, Termination This memorandum shall govern the relationship between the parties on a month to month basis, and is automatically renewed at the beginning of each month unless terminated by either party. Either party may terminate the contract upon ten (10) days written notice to the other party. Payment shall be made for services rendered through the date of termination. This agreement will supercede any prior agreements between the parties with respect to the terms and conditions set forth herein.

This Memorandum of Understanding is executed by the parties this the ____ day of March, 2019.

TOWN OF ANGIER

BY: _____
Gerry Vincent, Town Manager

CRANFILL, SUMNER, & HARTZOG, LLP

BY: _____
Dan M. Hartzog, Jr.

ATTEST:

Town Clerk

Provision for payment has been made by an appropriation duly made or bonds or notes duly authorized, pursuant to the Local Government Budget and Fiscal Control Act.

Finance Officer



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: April 2, 2019
PREPARED BY: Gerry Vincent, Town Manager ICMA-CM *GV*
ISSUE Retention Wall Project-Jack Marley Park
CONSIDERED:
DEPARTMENT: Administration

SUMMARY OF ISSUE: In 2018, an area within Jack Marley Park, along the pond, developed significant erosion issues that needed to be addressed. At its workshop on March 26th, by consensus of the Board, authorized the Town Manager to proceed with securing the services of RLT & Associates, Inc. to install concrete blocks along the pond's edge.

FINANCIAL IMPACT: Funds were authorized in FY19 to proceed with the proposed project.

RECOMMENDATION: Authorize the Town Manager to sign the attached contract on behalf of the Town to secure the services of RLT & Associates, Inc.

REQUESTED MOTION: I recommend authorizing the Town Manager to sign the contract on behalf of the Town to secure the services of RLT & Associates, Inc. to correct the erosion problems at Jack Marley Park.

REVIEWED BY TOWN MANAGER: *Gerry Vincent*

Attachments: *RLT & Associates, Inc. Proposal*

RLT & Associates, Inc.

111 Tasha Lane
Fuquay-Varina, NC 27526

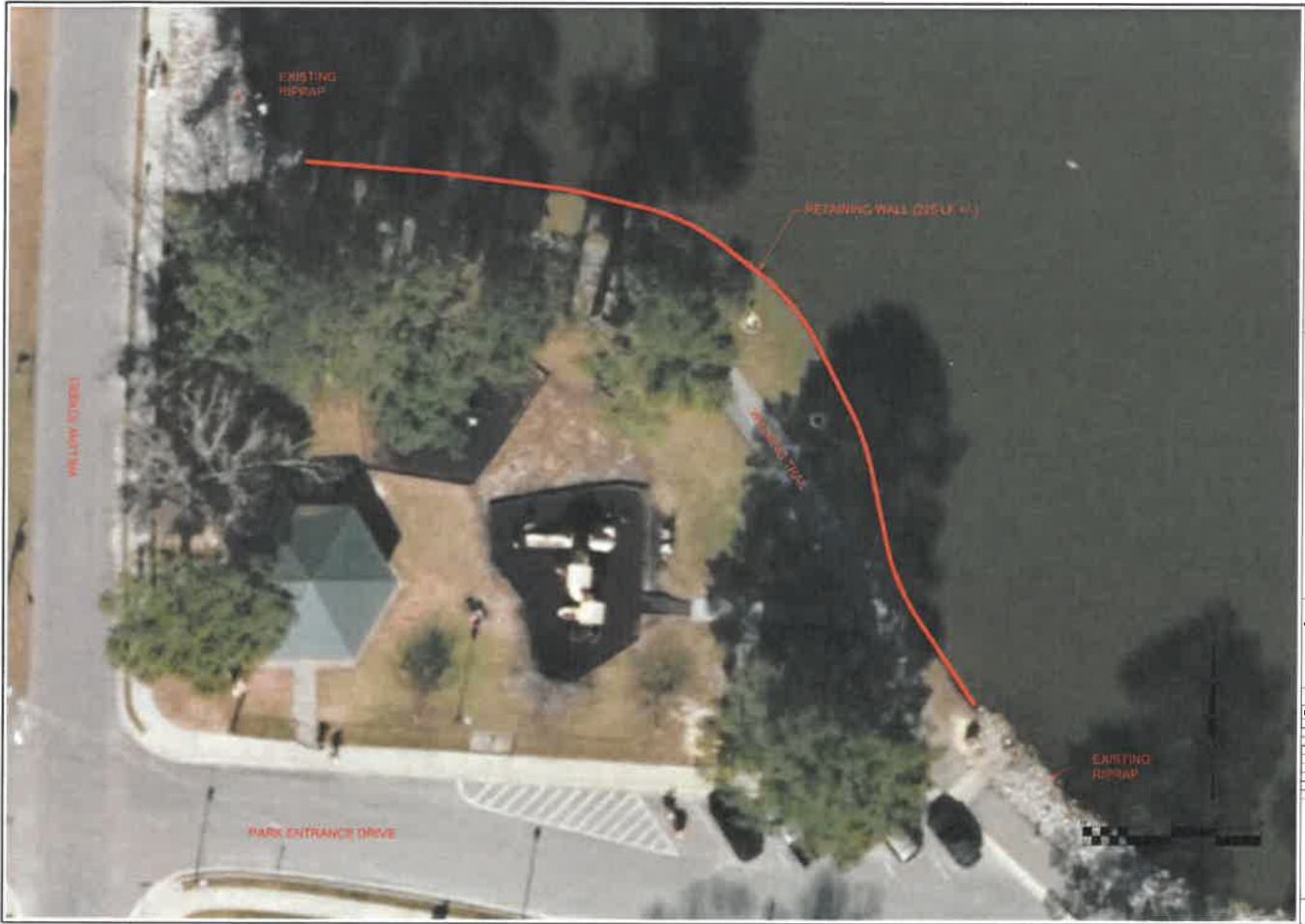
Proposal

Date	Proposal #
11/2/2018	1368

Name / Address
Town of Angier 55N Broad St West Angier, NC 27501

		P.O. No.	Terms
Description		Qty	Cost
Location: Marley Park SCOPE OF WORK: Install retaining wall around pond area at playground. 200 linear feet 2 block high using 2x3x6 concrete blocks. Backfill with topsoil around retaining wall. Labor Equipment Materials			Total
			5,750.00
			23,450.00
			5,300.00
			5,750.00T
			23,450.00T
			5,300.00T
All material is guaranteed to be as specified and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner. With the payments to be made as follows: Due within 15 Days of Receipt of Invoice. **Exclusions: Testing, Unsuitable Soil/Rock/Materials & Permits unless specifically noted in above description. Note: This Proposal may be withdrawn by us if not accepted within 15 Days. Any Alteration or deviation from above specifications involving extra cost, will be executed only upon written orders and will become an extra charge over and above the estimated. Workmen's Compensation and Public Liability Insurance on above work to be taken out by: RLT Construction and/or RLT and Associates. Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above. Accounts over 15 days will incur a monthly service charge of 1.5% *****This proposal is valid for 15 days. Cumberland 7.0%			
			7.00%
			2,415.00
		Total	
		\$36,915.00	

Phone #	Fax #
919-552-4489	919-552-9600



ENGINEERING, PLLC

211 EAST CHALKWOOD DRIVE
FAYETTEVILLE, NC 27825

P.O. BOX 1448
FAYETTEVILLE, NC 27825
PHONE: (336) 532-2394

ENGINEER'S SEAL AND SIGNATURE

ANCIENT POND
RETAINING WALL
ANCIENT, NC
SCHEMATIC

PRELIMINARY PLANS
NOT FOR
CONSTRUCTION

REVISIONS		
NO.	BY	DATE

DRAWN BY: NSR
DESIGNED BY: NSR
CHECKED BY: WMD
PROJECT NO: XXXXX
START DATE: XXXXX
SCALE: 1" = 10'

SHEET: C-X OF X



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: April 2, 2019
PREPARED BY: Dan Hartzog Jr.
ISSUE Flag Policy
CONSIDERED:
DEPARTMENT: Administration

SUMMARY OF ISSUE:

The Board came to a consensus at the March 26, 2019 work session meeting to proceed with a Flag Policy authorizing the Board to fly a black streamer to signify honor and mourning upon a majority agreement.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Staff recommends to approve.

REQUESTED MOTION:

I move to adopt the Black Streamer Policy

REVIEWED BY TOWN MANAGER:

Attachments:

- 1 Black Streamer Policy

Town of Angier

Black Streamer Policy

Upon majority agreement by the Board of Commissioners, the Town may fly a black streamer on the flagpole to signify honor and mourning. The streamer shall be attached to the pole at the top corner of the flag, but not to the flag itself.



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: April 2, 2019
PREPARED BY: Sean Johnson
ISSUE Downtown Advisory Board
CONSIDERED:
DEPARTMENT: Planning & Inspections

SUMMARY OF ISSUE:

The Board came to consensus at the March 26th Workshop to appoint the 9 recommended Downtown Advisory Board members proposed by Staff. This Board will meet on a monthly basis to oversee and direct downtown initiatives and events as well as to administer the Main Street budget as assigned by the Town Board.

FINANCIAL IMPACT: N/A

RECOMMENDATION:

Staff recommends the appointment of the 9 members proposed to the Downtown Advisory Board.

REQUESTED MOTION:

I move to approve the list of 9 members as proposed by Staff to the Downtown Advisory Board.

REVIEWED BY TOWN MANAGER:

Attachments:

Downtown Angier Advisory Board Recommendations

- | | | |
|---|---|----------------------------------|
| Rachel Barnes | Town Historian/Past Angier Chamber 18 years | Lives in Town |
| <ul style="list-style-type: none">• Head of Depot Museum• Angier has been my home for 84 years. My Dad had a grocery and hardware business until his death in 1969. I was, what you might say, raised on the street rowing up here. I love this town, the people and anything to do with Angier, and I'd like to be a part of the future of this home I love. | | |
| Brian Causer | Director of Operations / TransSource Inc. | Lives in Town |
| <ul style="list-style-type: none">• The Gathering Community Church (Teaching Tam Pastor)• Angier Parks and Recreation – Baseball Coach• “I love the town of Angier. My three boys have grown up here. Would love to have the experience of being more involved in the community in this capacity in helping make Angier better.” | | |
| Jennifer Bell | Dentist/Signature Dentistry | Owens business in Town |
| <ul style="list-style-type: none">• Kiwanis International• Board member of Academy of General Dentistry• “I am very committed to the economic success of Angier as we are hoping to grow businesses in the area. I hope I could be an asset to the community and am appreciative of the invitation.” | | |
| Diana Lischin | Owner/Angier Family Pharmacy | Runs business in Town |
| <ul style="list-style-type: none">• Harnett County Board of Health• Coats Area Chamber of Commerce Board• “I'd like to be of service in whatever capacity to the town.” | | |
| Ron Lopez Jr. | Case Administrator/ U.S. District Court | Lives in Town |
| <ul style="list-style-type: none">• American Legion• “Downtown is in desperate need of a revitalization to transform it into a place where people want to stop and shop or grab a bite to eat on their way home. The revitalization should focus on our local business owners, farmers and artists. As a homeowner, I would love to be a part of this process and contribute to my community.” | | |
| Ty Cobb | Owner/Cobb Insurance | Owens Business/ Property in Town |
| <ul style="list-style-type: none">• Previous Mayor of Angier• Division of Aging RSVP Board• “To help the town of Angier grow and prosper.” | | |

Jim Nicholson

Owner/Brick and Mortar Restaurant

Owns Business in Town

- “We moved to town and opened a restaurant and are excited to see the current & potential growth of a wonderful small town with so much history. I have a construction background in both commercial & residential. I wish to team up with energetic folks and try and help Angier grow in a way we can all be proud of.”

Rick Gutierrez

Pastor of Anthem Church

- Angier Chamber of Commerce Board of Directors
- “As a resident and a pastor of a church in Angier, I care greatly about the health and growth of Angier. As a business major from UNC-Chapel Hill, with years of sale/marketing experience, I can provide input into this advisory board. Also, as a board member of Angier Chamber of Commerce, I have insight into the business of the town. Lastly, as a church planter, I have first-hand experience in how to establish and grow an organization.”

Gail Turner

Branch Manager/First Bank

Property Owner in Town

- Angier Rotary Club
- Jack Marley Park Committee
- “I have worked and been active in this community for the last 18 years.”



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: Tuesday, April 2, 2019
PREPARED BY: William W. Dreitzler, P.E., Town Engineer
ISSUE Hwy 210 Sidewalk Extension – R/W Acquisition Contracts
CONSIDERED:
DEPARTMENT: Public Works

SUMMARY OF ISSUE:

The Town entered into a LAP Agreement with NCDOT in June 2016 for the extension of sidewalk along Hwy 210 from Walgreens to Fish Drive. The project is at the 70% design phase and now requires right-of-way certification from NCDOT to proceed. There are 13 parcels that require either additional right-of-way, permanent drainage easement or temporary construction easement. Informal proposals were received from 3 consultants with experience in the R/W acquisition field.

FINANCIAL IMPACT:

The low proposal is for \$2,000/parcel or \$26,000. Upon acceptance by NCDOT and execution of a Contract Amendment the cost will be added to the PE Phase of the LAP. Therefore, the cost will be 80% Federal funds and 20% Local funds so the impact to the Town is \$5,200.

RECOMMENDATION:

Staff recommends award of the contract to Southeastern R/W, LLC in the amount of \$2,000/parcel or \$26,000 for 13 parcels.

REQUESTED MOTION:

Board of Commissioners to accept the low proposal of \$2,000/parcel from Southeastern R/W, LLC contingent upon the execution of a Contract Amendment by NCDOT to include the cost within the PE Phase of the Hwy 210 Sidewalk Extension LAP Project.

REVIEWED BY TOWN MANAGER:

Attachments:

1. Request for Proposal
2. Parcel Index Sheet
3. Southeastern Right of Way, LLC Experience and Cost Email
4. The Right of Way Group Proposal
5. Telics Proposal

STAFF REPORT:

The Town entered into a Locally Administered Project (LAP) Agreement with NCDOT back in June 2016. We have access to Federal funds through our membership with the Capitol Area Metropolitan Planning Organization (CAMPO). We have completed multiple sidewalk extension projects over the last decade using the LAP program as it provides 80% federal funding with a Town match of 20%. The project budget was established back in 2016 as follows:

Federal Funding:	\$ 418,280.00
Town Funding:	<u>104,570.00</u>
Project Budget:	\$ 522,850.00

Early on in the design process we recognized that the original budget was not going to cover the project costs. We have discussed this with both CAMPO and NCDOT. The direction given is for us to wait until we have bid the project and have contractor quotes in hand before we request additional funding. Based on past projects, additional funding, if needed and authorized is provided on a 50-50 cost share basis. We have been closely tracking costs throughout the design process (we are at the 70% design stage). Please consider the following cost estimate breakdown:

Summit Engineering Design (contract amount):	\$ 74,030.00
Construction (Summit Estimate):	667,134.00
Water line Relocation (Contractor Estimate):	30,000.00
Easement Acquisition Consultant (quote):	35,000.00
Property Appraisal (Estimate):	5,000.00
Easement Acquisition (Estimate):	5,000.00
Construction Administration (Estimate):	40,000.00
NCDOT Management Charge (Estimate):	<u>15,000.00</u>
Project Budget Estimate:	\$ 871,164.00

The Easement Acquisition cost and the NCDOT Management Charge are both non-reimbursable so that \$20,000 is all Angier responsibility. Therefore, the reimbursable overrun is currently estimated to be \$328,314.00 that would be shared, if approved by CAMPO as a 50-50 reimbursement. The updated project budget would be:

Federal Funding:	\$ 582,437.00
Town Funding:	268,727.00
Additional Town Cost:	<u>20,000.00</u>
Project Budget:	\$ 871,164.00

The updated budget translates to a 33% Town match and a 67% Federal Grant. Please note that within the updated budget, the cost for the easement acquisition consultant and the construction administration are costs that were originally included within the Summit Engineering cost proposal; however, they were not authorized at the time of contract execution. Staff is requesting Board consideration to authorize us to receive bids for the easement acquisition phase of the project. Although we have handled this task in-house on past projects, this project involves working with 13 different property owners. Based on the overall scope of the task, the effort can be completed more efficiently and expeditiously using an outside consultant.

At the direction of CAMPO, the Town requested informal proposals from 3 firms for the property acquisition work required. We received the following submittals:

- 1. Telics - \$2,500/parcel (\$32,500)**
- 2. Southeastern Right of Way, LLC - \$2,000/parcel (\$26,000)**
- 3. The Right of Way Group - \$3,000/parcel (\$39,000)**

Upon approval of the Southeastern Right of Way, LLC Proposal, staff will make submittal through CAMPO and NCDOT to initiate a contract amendment to add the cost to the PE Phase of the Hwy 210 Sidewalk Extension LAP Project.

Bill Dreitzler, P.E.
Angier Town Engineer



Town of Angier

www.angier.org

Lewis Weatherspoon
Mayor

Gerry Vincent
Town Manager

Veronica Hardaway
Town Clerk

HWY 210 SIDEWALK PROPERTY NEGOTIATIONS

NCDOT PROJECT U-5530PA

Scope of Services: The Town of Angier is seeking qualified firms to assist with the NCDOT requirements to acquire temporary construction easements, permanent drainage easements and additional right-of-way for the above referenced sidewalk extension project. The Town of Angier will provide either NCDOT approval for the unit property cost based on recent sales of similar property or the Town will provide the necessary appraisal. The scope consists of 13 parcels of which 2 require permanent drainage easements, 1 requires additional right-of-way and the balance require temporary construction easements. The scope of services is defined as:

1. Complete a Claim Report for all 13 parcels and submit to NCDOT for approval.
2. Prepare the recordable instruments with the appropriate data for each parcel. The Town will provide the model document(s). The consultant will include the appropriate property data and reimbursement amounts.
3. Make contact with the property owners to secure signatures.

Submittal: This request for proposals is being provided as an informal bid. Please submit your quote on or before Tuesday, March 26, 2019 at 3:00 PM. Submittals shall be electronic and provided to Bill Dreitzler at bdreitzler@dm2engineering.com. Any questions shall be directed to Bill Dreitzler at the same email or at 919-818-2235.

END DOCUMENT

TOWN OF ANGLIER
NORTH CAROLINA

PARCEL INDEX SHEET

PARCEL NO.	SHEET NO.	OWNER	TYPE	AREA (SF)	AREA (AC)
1	4, 5	CAROLINA POWER AND LIGHT DB 526 PG 207	TCE	458.91	0.011
2	5	BEAM STORAGE SOLUTIONS DB 3471 PG 699	TCE	385.55	0.009
3	5	LLOYD S SURESS DB 1482 PG 110	TCE	366.42	0.008
4	6	ANGUELO RODRIGUEZ DB 1900 PG 400	TCE	92.88	0.002
5	6	WILLIAM HARGIS JR DB 2735 PG 15	TCE	485.47	0.011
6	6	BARBARA ENNIS DB 1664 PG 131	TCE	43.31	0.001
6	6	BARBARA ENNIS DB 1664 PG 131	TCE	91.06	0.002
7	6, 7	AVERY L MOORE JR DB 2075 PG 475	TCE	521.84	0.012
8	7	RAY PLEASANT DB 2501 PG 284	PDE	93.99	0.002
8	7	RAY PLEASANT DB 2501 PG 284	TCE	262.75	0.006
9	7	FARM BUREAU INC DB 3059 PG 966	TCE	274.16	0.006
10	7	BARBIEROS GIL LLC DB 3442 PG 764	TCE	60.13	0.001
10	7	BARBIEROS GIL LLC DB 3442 PG 764	ROW	297.59	0.007
11	7, 8	HAZELEN W GILBERT & CO JEAN R OWEN DB 956 PG 0164	PDE	829.29	0.019
12	8	JULIO CESAR CHAVEZ-SERVERIANO DB 3475 PG 0771	TCE	260.89	0.006
13	8	HARRY L & MECHIE ARNETTE DB 1147 PG 732-733	TCE	675.83	0.016

EDUCATION:	North Carolina State University - Raleigh, NC - BA Business Economics - 1974
MILITARY:	U.S. Army - Honorable Discharge – 1974 U.S. Army - Honorable Discharge - 1986
LICENSES / CERTIFICATIONS:	North Carolina Real Estate Broker (License #46795) North Carolina Real Estate Broker in Charge (License #21680) North Carolina General Certified Appraiser (License # A5295) South Carolina Real Estate Broker (License #81353) South Carolina General Certified Appraiser (License #7039) North Carolina Notary Public

EXPERIENCE: On September 1, 2008 Mr. Chadwick retired after 30 years of experience in the Right of Way Branch of the North Carolina Department of Transportation (NCDOT). At retirement, he served as a **General Certified Appraiser** for NCDOT, having served in this capacity in the Appraisal Section of the Right of Way Branch since the year 2000. Previous to this role, Mr. Chadwick was assigned to the Relocation Section of the Right of Way Branch and served as an **Area Relocation Supervisor** for over seven years, which encompassed more than 33 counties and 4 to 5 highway divisions within the state. When the Relocation and Negotiation Sections of the Right of Way Branch merged, he authored a Training Manual for Relocation, which was utilized to train negotiators statewide in the Uniform Relocation Act (URA). Mr. Chadwick is also qualified and experienced as a **Right of Way Negotiator** and has his real estate broker and broker in charge license in North Carolina and South Carolina and also a General Certified Appraiser license in South Carolina. Presently Mr. Chadwick is doing Negotiations work, Appraisal work and Relocation work on many highway projects in North Carolina, directly for the state and also in concert with other right of way consultants.

On June 30, 2008 Mr. Chadwick created *Southeastern Right of Way, LLC*. Since retirement and under this company, he has completed extensive Right of Way work for NCDOT on many highway projects across the state. In this capacity, Mr. Chadwick has administered the Uniform Relocation Act as a relocation agent on several projects, and has also performed multiple appraisal assignments and negotiating assignments directly for the NCDOT, as well as on behalf of consultants on highway related projects.

Mr. Chadwick has also performed services for the preparation of Environmental Impact Studies (EIS) for several proposed projects across the state. He has also prepared several Right of Way Estimates across the state and has been recognized for the promptness and quality of his services. Mr. Chadwick's firm, *Southeastern Right of Way, LLC* is currently pre-qualified on multiple contract bid lists, including those of many State and other agencies and larger, multidisciplinary engineering and consulting firms.

Southeastern Right of Way, LLC is on the NCDOT Prime list and the On Call for Services list for qualified consultants, and is a Small Professional Services Firm (SPSF) and a Small Business Entity (SBE) with NCDOT. The firm is also listed with Dunn and Bradstreet. *Southeastern Right of Way, LLC* is now considered a *DBE* firm with Mr. Chadwick's wife Karen Seal Chadwick now owning the majority interest of the firm..

rchadwick49@gmail.com

910-538-7771

3104 Lantern Way Wilmington, NC 28409
Phone: 910-399-2725 (Home) 910-538-7771 (cell)
E-mail: rchadwick49@gmail.com

Angier Sidewalk Property Negotiations

Robert Chadwick <rchadwick49@gmail.com>

Thu 3/21/2019 9:37 AM

To: Bill Dreitzler <bdreitzler@dm2engineering.com>;

📎 1 attachment

Chadwick Resume in Word - Copy.docx;

Greetings Mr. Dreitzler,

I hope you are doing well today. I appreciate you talking with me the other day about this upcoming project in Angier. After giving the project some consideration, we would be happy to do the right of way work on all thirteen parcels for \$2,000 per parcel. We would be happy to have a face to face meeting if that would be appropriate. Please let me know if you need anything else. I am attaching my resume here for your reference.

Thanks so much and have a nice day.

--

Robert B. Chadwick
910-538-7771

\$26,000

Southeastern Right of Way, LLC
3104 Lantern Way
Wilmington, NC 28409



PROPOSAL

Property Acquisition Services for U-5530PA HWY 210 Sidewalk

The Right of Way Group

210 E. 5th Street
Lumberton, NC 28358
(910)674-3213
therightofwaygroup.com



The Right of Way Group, LLC

REQUEST FOR PROPOSALS

FOR

PROPERTY ACQUISITION SERVICES

I. PROJECT

Property Acquisition Services for
U-5530PA HWY 210 Sidewalk Project

II. SCOPE OF SERVICE

Services to be provided by The Right of Way Group, LLC are as follows:

- Complete Claim Reports for 13 parcels and submit to the NCDOT for approval.
- Prepare the recordable instruments with the appropriate data for each parcel. The Town will provide the model document(s). The consultant will include the appropriate property data and reimbursement amounts.
- Make contact with the property owners to secure signatures.

III. FIRM INFORMATION

The Right of Way Group, LLC is located in Lumberton, NC. Our web address is therightofwaygroup.com. The main point of contact for this project will be Mark T. Smith, Manager. Mr. Smith can be reached at (910)734-1949 or by email at smithandmark@gmail.com.

IV. STATEMENT OF QUALIFICATIONS & EXPERIENCE

The Right of Way Group has over 185 years of combined experience working on projects in North Carolina. We are prequalified with the NCDOT as a Private Consulting Firm, approved for all right of way services. Since 2009 The ROW Group has worked various types of projects for the Department, including Traditional, Design Build, Express Design Build, Division Managed and Division Design projects across all 14 Divisions of the NCDOT. We have also worked on gas line projects for Piedmont Natural Gas as well as sewer/water projects for Fayetteville PWC. We are a Licensed NC Real Estate Brokerage Firm, a Member of the International Right of Way Association and designated as an SBE and SPSF with the NCDOT. The ROW

Group has consistently provided expert services and top quality work to all of our clients, offering professionalism and expertise, no matter the size of the project. Our team members include the former State Negotiator/Acting Manager, former Assistant State Negotiator, former Area Negotiator and two former Right of Way agents for the NCDOT ROW Branch.

V. PROPOSED FEE

The lump sum proposal to complete this project is **\$39,000.00**. This proposal is considering no claims will need an appraisal or preliminary title. Below is a breakdown of the Flat Fee Costs for Negotiations to perform the acquisitions on this project.

(1) Acquisition parcel cost to include R/W Claim Report. \$3,000 X 13 parcels=\$39,000.00

Total=\$39,000.00

Although not called for in the proposal below is a list of other services that the Right of Way Group provides.

- (1) Preliminary Opinion of Title
- (2) Residential, Business/Commercial, Personal property and Sign Relocation Services
- (3) Appraisal Services
- (4) Appraisal Review Services

Thank you for the opportunity to provide these services to the Town of Angier. If you have any questions or need additional information please let me know.

The Right of Way Group, LLC

BY: Mark T. Smith
Mark T. Smith-Manager

DATE: 3/25/19



Team Members

Mark Smith-Lumberton-Project Manager/Acquisition Agent: 20 years of Right of Way Negotiations and Project Management experience. Former Right of Way Agent with the North Carolina Department of Transportation's Division 6 Right of Way Office in Fayetteville, NC. Strong background in Right of Way Acquisitions, Project Delivery and Project Management. Licensed NC Real Estate Broker in Charge.

Steve Grimes- Wilson-Project Manager/Acquisition Agent: 30 years of Right of Way Negotiations and Project Management experience. Former NCDOT State Negotiator and Acting Manager for the Right of Way Branch. Strong background in Right of Way Acquisitions, Project Management and Delivery, Policy Development and Implementation as well as Federal Compliance. Licensed NC Real Estate Broker.

Tracy Clark- Fayetteville-Project Manager/Acquisition Agent: 25 years of NCDOT experience in both construction and Right of Way. Strong background in Negotiations and Project Management. Former NCDOT Assistant State Negotiator for the Right of Way Branch. Strong background in Right of Way Acquisitions, Project Management and Delivery, Policy Development and Implementation as well as Federal Compliance. Licensed NC Real Estate Broker.

Steve Whisnant- Shelby-Acquisition Agent: 33 years of Right of Way experience. Former Area Negotiator for the NCDOT. Strong background in Right of Way Negotiations and Project Delivery. Licensed NC Real Estate Broker.

Reggie Smith-Lumberton-Acquisition Agent: 7 years of Right of Way Negotiations & Project Management experience. Retired Deputy Director of NCDOT/DMW. Strong background in project schedules, Quality Control and Right of Way Negotiations. Licensed NC Real Estate Broker.

Jay Burney-Wilmington-Relocation Agent/Project Management: 20 years Right of Way Negotiations, Project Management and Relocation experience. Former NCDOT employee with the Division 3 Right of Way Office. Strong background in Relocation and FHWA guidelines.

David Pleasants-Gastonia, NC-Relocation/Acquisition Agent: 8 years of Right of Way experience. Strong background in Relocation and FHWA guidelines. Licensed NC Real Estate Broker.

Rick Yates- Fayetteville-Acquisition Agent: 7 years Right of Way Negotiations, Relocation and Project Management experience with NCDOT. Strong background in Right of Way Negotiations. Licensed NC Real Estate Broker.

Ritchie Smith-Lumberton-Acquisition Agent: 3 years Right of Way Negotiations and Project Management experience with NCDOT and the City of Fayetteville. Strong background in Right of Way Negotiations. Licensed NC Real Estate Broker.

Kyle Starkloff-Elizabethtown-Acquisition Agent/Relocation Agent: Kyle has been working with the Right of Way Group for 12 months and is handling over 60 claims throughout NC. Kyle retired in 2017 as a Sergeant with the NC Highway Patrol. Licensed NC Real Estate Broker.

Michael Grimes -Clayton-Acquisition Agent: Michael has 11 years of public utility experience. Michael has been shadowing our agents on NCDOT projects across the State. Licensed NC Real Estate Broker.

Gerald Rodriguez-Lumberton- Acquisition Agent Trainee Bilingual Agent: Fluent in Spanish.

Mailing Address:
THE RIGHT OF WAY GROUP, LLC
210 E. 5TH STREET
LUMBERTON, NC 28358

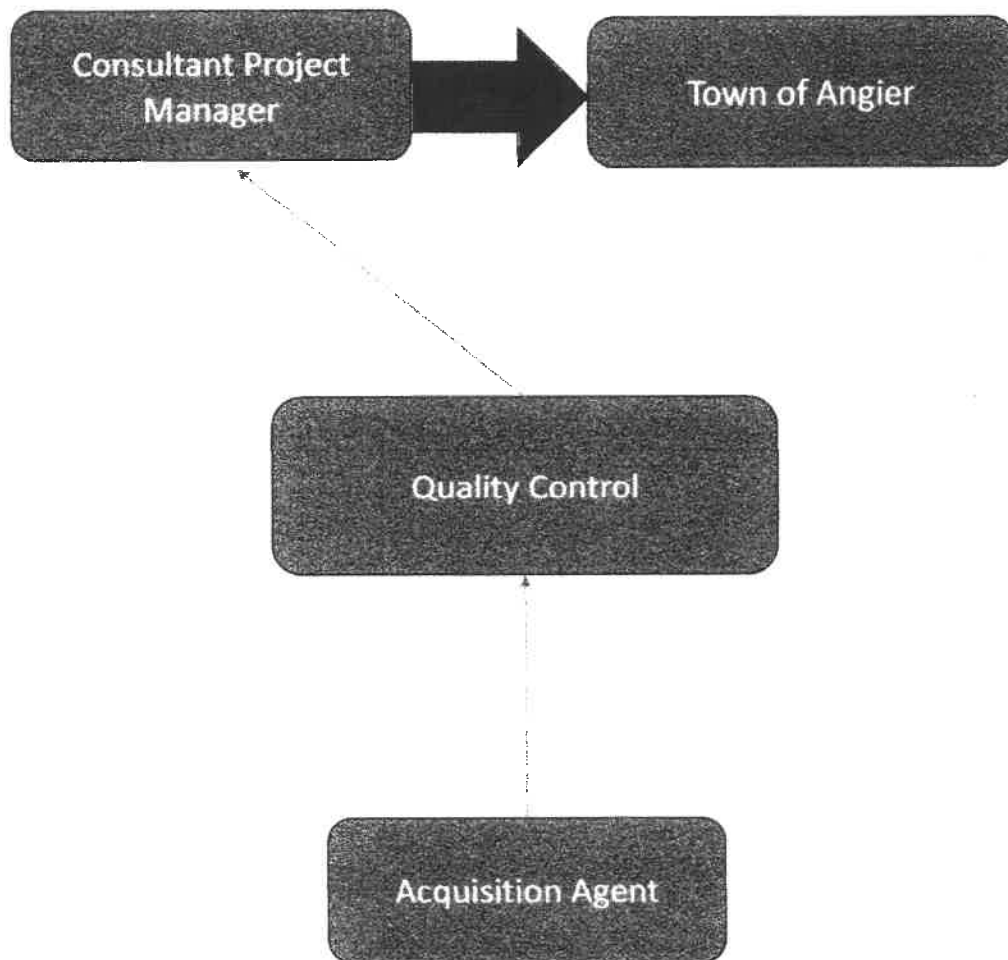
Telephone: (910)674-3213

Website: www.therightofwaygroup.com

Location:
210 E. 5TH STREET
LUMBERTON, NC 28358

The Right of Way Group, LLC

Organization Chart





September 7, 2018

Mr. Brandon Johnson, P.E.
Summit Design and Engineering Services
100 E. Six Forks Road, Suite 300
Raleigh, NC 27609
(919) 322-0115

**Town of Angier
Sidewalk Project
Harnett County**

Proposal for Right of Way Negotiations and Appraisals

Pursuant to the Summit's request for TELICS to submit a proposal to perform the negotiations for the above project the following is submitted for your consideration:

Fee Schedule	Unit Price	Total Price
Negotiations (14 parcels)	\$2,500.00 / parcel	\$35,000.00
TOTAL		\$35,000.00

- All Appraisal Reviews will be handled by the Town of Angier (if required).
- All Appraisals will be billed for actual type of report used (if applicable).
 - Narrative Report \$3,800.00 per parcel
 - RW transmittal summary \$1,500.00 per parcel
 - Claim Report No Cost
- Claim Reports will be used where applicable.

13 x 2,500
\$32,500

This total amount is All-Inclusive to include any and all expenses TELICS may incur in performance of the tasks necessary to complete the agreed upon Right of Way Negotiations and Appraisals.

Thank you for your consideration. Please contact me with questions or if you require additional information.

Yours Truly,

J. Taylor Keith, RW-RAC
Senior Manager
TELICS
252.227.4596

CC: Steve Nichols
Admin



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: April 2, 2019
PREPARED BY: Sean Johnson
ISSUE: Farmer's Market
CONSIDERED:
DEPARTMENT: Planning & Inspections

SUMMARY OF ISSUE:

The Board came to consensus at the March 26th Workshop to move forward with establishing a Town sponsored farmer's market to begin in 2020. This market will take place on the Depot property and will be organized and carried out by Kelly Wyatt and Teresa Riddle, formerly of the *Fuquay-Varina Grower's Market*. Ms. Wyatt and Ms. Riddle will be responsible for establishing a 501C3 non-profit corporation, liability insurance with the Town named as an insured party and a list of local vendors, among other tasks.

Town staff will be tasked with drafting a set of guidelines, which will include criteria that vendors must sell locally grown produce or handmade crafts made by the seller themselves. No such market will take place until the appropriate Town staff has certified that these guidelines are met.

FINANCIAL IMPACT: N/A

RECOMMENDATION:

Staff recommends the Board authorize staff to proceed with planning the Town sponsored farmer's market to begin in Spring of 2020.

REQUESTED MOTION:

I move to authorize staff to proceed with planning a Town sponsored farmer's market to begin in the Spring of 2020. The market shall be organized and managed by the nonprofit organization established by Kelly Wyatt and Teresa Riddle, and will comply with guidelines that require sales of only local produce and crafts.

REVIEWED BY TOWN MANAGER:



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: April 2, 2019
PREPARED BY: Veronica Hardaway
ISSUE Amended 2019 Board of Commissioner's Meeting Schedule
CONSIDERED:
DEPARTMENT: Administration

SUMMARY OF ISSUE:

The Board unanimously voted to amend Board Workshop meeting dates from the fourth Tuesday of the month to the third Tuesday of the month. Board of Adjustment meetings will be moved to the fourth Tuesday of the month. This schedule will start in May.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

REQUESTED MOTION:

I move to adopt Resolution #006-2019 to amend the 2019 Board Meeting Schedule due to the unanimous approval of modifying Work Session meeting dates.

REVIEWED BY TOWN MANAGER:

Attachments:

1. Resolution #006-2019



Town of Angier

www.angier.org

Lewis Weatherspoon
Mayor

Gerry Vincent
Town Manager

Veronica Hardaway
Town Clerk

Resolution No.: 006-2019

Date Submitted: April 2, 2019

Date Adopted: April 2, 2019

A RESOLUTION ADOPTING THE 2019 REGULAR MEETING SCHEDULE FOR THE TOWN OF ANGIER BOARD OF COMMISSIONERS

WHEREAS, North Carolina General Statute 160A-71 allows the Town Board of Commissioners to fix a specific time and place for their regular meetings; and

WHEREAS, North Carolina General Statute 143-318.12(a) requires that the Town Board of Commissioners' schedule of regular meetings be kept on file with the Town Clerk.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Commissioners of the Town of Angier, North Carolina, that the following meeting schedule be adopted:

Tuesday	Jan. 8, 2019	7 pm	Angier Municipal Building
Tuesday	Feb. 5, 2019	7 pm	Angier Municipal Building
Tuesday	March 5, 2019	7 pm	Angier Municipal Building
Tuesday	April 2, 2019	7 pm	Angier Municipal Building
Tuesday	May 7, 2019	7 pm	Angier Municipal Building
Tuesday	June 4, 2019	7 pm	Angier Municipal Building
Tuesday	July 2, 2019	7 pm	Angier Municipal Building
Tuesday	Aug. 6, 2019	7 pm	Angier Municipal Building
Tuesday	Sept. 3, 2019	7 pm	Angier Municipal Building
Tuesday	Oct. 1, 2019	7 pm	Angier Municipal Building
Monday	Nov. 4, 2019	7 pm	Angier Municipal Building
Tuesday	Dec. 3, 2019	7 pm	Angier Municipal Building

*****Town officials reserve the third Tuesday of each month for any additional special-called meetings or workshops.*****

Adopted by the Angier Board of Commissioners on this the 2nd day of April, 2019.

Lewis W. Weatherspoon, Mayor

ATTEST:

Veronica Hardaway, Town Clerk

BUSINESS ITEMS



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE:	April 2, 2019
PREPARED BY:	Sean Johnson
ISSUE	Voluntary Annexation Petition
CONSIDERED:	
DEPARTMENT:	Planning & Inspections

SUMMARY OF ISSUE:

The Planning Department has received a petition for the voluntary annexation of 4 properties adjacent to Gardner Road which total approximately 33.88 acres. The petition is attached.

FINANCIAL IMPACT: N/A

RECOMMENDATION: N/A

REQUESTED MOTION:

I move to adopt Resolution #005-2019 to direct the Town Clerk to investigate the sufficiency of the annexation petition.

REVIEWED BY TOWN MANAGER:

Attachments:

Voluntary Annexation Petition



Town of Angier

Lewis Weatherspoon
Mayor

Gerry Vincent
Town Manager

Resolution No.: 005-2019
Date Submitted: April 2, 2019
Date Adopted: April 2, 2019

**A RESOLUTION OF THE TOWN OF ANGIER DIRECTING THE
TOWN CLERK TO INVESTIGATE AN ANNEXATION PETITION RECEIVED
UNDER GENERAL STATUTE § 160A – 58.1**

WHEREAS, the Town of Angier has received a Petition requesting Annexation of an area described in said Petition four properties adjacent to Gardner Road inclusive to Harnett County Parcel Pins #0673-42-7003.000; 0673-52-1506.000; 0673-52-3849.000; and 0673-52-4376.000; and,

WHEREAS, the Petition to Annexation was submitted on March 16, 2019 by KBNK Holdings, LLC, and is scheduled to go before the Town of Angier Board of Commissioners during its April 2, 2019 meeting for Consideration to Direct the Clerk to Investigate;

WHEREAS, the General Statute § 160A – 58.2 provides that the Sufficiency of the Petition shall be Investigated by the Town of Angier Clerk before further Annexation Proceedings may take place; and,

WHEREAS, the Town Board of Commissioners of The Town of Angier Deems it Advisable to Proceed in Response to this Request for Annexation; and,

THEREFORE, BE IT RESOLVED, by the Mayor and Town of Angier Board of Commissioners that:

The Town of Angier Clerk is hereby Directed to Investigate the Sufficiency of the Aforementioned Petition and to Certify as soon as Possible to the Town Board of Commissioners the result of her Investigation.

Adopted by the Angier Board of Commissioners on this the 2nd day of April, 2019.

ATTEST:

Lewis W. Weatherspoon, Mayor

Veronica Hardaway, Town Clerk



Town of Angier

P.O. Box 278
Angier, NC 27501
919-639-2071

Lewis Weatherspoon
Mayor

Kimberly Lambert
Town Clerk

Coley B. Price
Town Manager

PROCEDURE FOR VOLUNTARY ANNEXATION PETITION

THE PROCESS:

(Time Frame: 60 - 90 days)

1. Petition and all required information (see checklist) must be submitted to Town Clerk at least seven (7) calendar days before next regular Town Board meeting, which is held the 1st Tuesday of each month.
2. Petition placed on Town Board agenda for next available regular meeting – 2nd Tuesday of each month.
3. Town Board may then direct the Town Clerk to investigate the sufficiency of the petition.
4. Town Clerk investigates, and if all is in order, presents Certificate of Sufficiency to Board at next regular meeting – approximately 30 days later.
5. Town Board adopts resolution setting a public hearing at next available public hearing session – approximately 30 days later.
6. Public Hearing held as advertised.
7. Annexation Ordinance may be adopted after the public hearing is complete.
8. Town Clerk notifies required agencies of approved annexation.

SUBMITTAL CHECKLIST:

- ☐ One completed annexation petition
- ☐ Annexation fee: \$250
- ☐ Eight paper copies and one PDF copy of survey map of property proposed for annexation showing:
 - The property in relationship to the primary corporate limits of the Town. (If the petition is for a non-contiguous annexation the distance from the primary corporate limits must be shown.)
 - County tax map/parcel number(s) and /or PIN numbers
- ☐ One copy of the recorded deed to the property showing current owner(s)
 - All owners of property being petitioned for annexation must sign the petition. (Signatures on petition must appear as shown on the deed)
- ☐ Attach metes and bounds description
- ☐ Statement of vested rights, if applicable
 - Attach a letter certifying vested rights, if any, from the government entity granting the vested rights. (If you are not certain of this information, contact the Planning Department)
- ☐ Complete and attach applicable signature page (Individual, Corporation, Partnership)



Town of Angier

P.O. Box 278
Angier, NC 27501
919-639-2071

Lewis Weatherspoon
Mayor

Kimberly Lambert
Town Clerk

Coley B. Price
Town Manager

Complete if property is owned by a LIMITED LIABILITY CORPORATION.

Petitioned Property PIN #: ^(s) 0673-42-7003.000, 0673-52-1506.000, 0673-52-3849.000,
0673-52-4376.000

The area to be annexed is owned by the Limited Liability Corporation

KB NK HOLDINGS, LLC
(Print LLC Name)

Of which agrees to this petition.

SURESH B KOTA
(Print Manager's Name)

[Signature]
(Signature)

03-16-19
(Date)

535 HICKORYWOOD BLVD
CARY NC 27519
(Mailing Address)

(Company Seal)

State of NC, County of WAKE

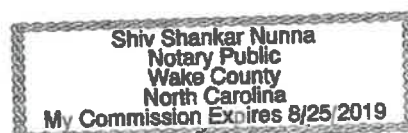
I, SHIV SHANKAR NUNNA, A Notary Public for said County and State, do hereby certify that
SURESH B KOTA, a manager for
KB NK HOLDINGS LLC, a limited liability company,
personally appeared before me this day and acknowledged the due execution of the foregoing instrument
on behalf of the partnership.

Witness my hand and official seal, this 16th day of March, 2019.
My commission expires 8/25, 2019.

Shiv Shankar Nunna

(SEAL)

Notary Public





Town of Angier

P.O. Box 278
Angier, NC 27501
919-639-2071

Lewis Weatherspoon
Mayor

Kimberly Lambert
Town Clerk

Coley B. Price
Town Manager

TO BOARD OF COMMISSIONERS OF THE TOWN OF ANGIER, NC:

1. I/We the undersigned owners of real property respectfully request that the area as referenced by the **attached survey map and metes and bounds description be annexed** into the Town of Angier, North Carolina.

2. The area to be annexed is
() contiguous, () non-contiguous
to the Town of Angier.
(If contiguous, this annexation will include all intervening rights-of-way for streets, railroads and other areas as stated in G.S. 160-31(f).)

3. Harnett/Wake County Property
Identification Number(s) (PIN):

0673-42-7003.000, 0673-52-1506.000,
0673-52-3849.000, 0673-52-4376.000

4. Have vested rights been established with regard to this property under N.C.G.S. 160A-385.1 or G.S. 153A-344.1?

() Yes () No

If "yes", proof of vested rights must be attached.

5. I/We the undersigned owners of real property acknowledge and accept the provision that the Town of Angier will provide the property such municipal services it presently provides other lands within its corporate limits, except sewer services (inasmuch as the land is not within a reasonable proximity to the Town sewer lines and the drainage basin for the property makes the provision of sewer services financially impracticable).

6. We hereby certify that all information given with regard to this property is true and accurate to the best of my/our knowledge and is signed by **all** owners of the property being petitioned for annexation. Attached is the applicable signature page:

- ☐ Individual(s)
- ☐ Corporation
- ☐ Partnership
- ☒ LLC



Centerline Curve Data

Curve	Radius	Length	Bells	Chord	Chord Bear.
C-1	300.00'	356.45'	59°48'18"	378.09'	N 56°27'04" E
C-2	250.00'	298.55'	67°00'30"	284.36'	S 53°46'30" W
C-3	300.00'	227.01'	44°48'37"	240.81'	S 85°06'48" W
C-4	300.00'	59.41'	14°59'51"	90.13'	S 34°02'36" W

Virginia G. Pleasant
Deed Book 608, Page 258

Windsor Subdivision
 Map 2
 Slide 298-C
 West Cabinet "B"
 R/W
 150'

Clinton L. Adams
Deed Book 628, Page 186
Map Number 2093-1071

FOR REGISTRATION REGISTER OF DEEDS
HARVEY S. HARRIS
HARRIS COUNTY, TX
2004 DEC 15 02:49:47 PM
2004 PG:1216-1277 FEE:\$21.00

866.226.7066 • 1520 61.511

Note
Lots shown hereon are not
currently in a watershed district.

REFERENCE:
DEED BOOK 769, PAGE 719
DEED BOOK 1961, PAGE 307
PLAT CABINET "C", SLIDE 118-D
PLAT CABINET "F", SLIDE 26-B
PLAT CABINET "F", SLIDE 87-D
MAP NUMBER 2004-080
MAP NUMBER 2004-088
Others as Shown

3 LOT EXEMPT SUBDIVISION

OWNED BY

Gordon S. and Shelia M. Stovall
 871 Gardner Road, Angier, NC 27501

Revisions:

601

15 Dec 04
T. Taylor
Subdivision Administrator

Date: 12 Dec 07 Subdivision Administrator L. Lopez

RECORDED IN HARNETT COUNTY MAP NUMBER 2004 - 1276.

MAP # 2004-1276



KIMBERLY S. HARGROVE
REGISTER OF DEEDS, HARNETT
305 W CORNELIUS HARNETT BLVD
SUITE 200
LILLINGTON, NC 27546

PLEASE RETAIN YELLOW TRAILER PAGE

It is part of recorded document, and must be submitted with original for re-recording
and/or cancellation.

Filed For Registration: 12/15/2004 02:49:47 PM
Book: PLAT 2004 Page: 1276-1277
Document No.: 2004023286
MAP 2 PGS \$21.00
Recorder: ELMIRA MCLEAN

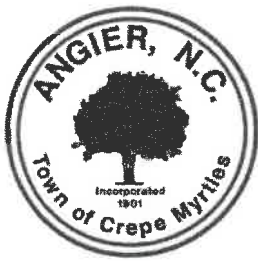
State of North Carolina, County of Harnett

KIMBERLY S. HARGROVE , REGISTER OF DEEDS

By: *Elmira McLean*
Deputy/Assistant Register of Deeds



2004023286



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: April 2, 2019
PREPARED BY: John Ellis – Finance Director *John Ellis*
ISSUE Approve Amendment to Audit Contract for Fee Modification
CONSIDERED:
DEPARTMENT: Administration - Finance

SUMMARY OF ISSUE: The Town contracted with Cherry Bekaert LLP to perform its annual audit for a total fee of \$25,000. The auditors started in November 2018 and you are aware that we extended the contract to a final due date of March 6, 2019.

Because of the turnover of all staff in the Finance Department including the Finance Director in the year under audit (FY 2018), it took more time for current staff to find and prepare information for the auditors. This resulted in additional time needed to complete the audit. The amount of additional time was significant and both the Town and the Audit firm have agreed for the Town to share 50% of the time and cost. I believe that this is more than fair to the Town and I recommend that we pay the additional cost of \$9,500.

FINANCIAL IMPACT: The contract amendment results in \$9,500 additional cost to the Town. There are sufficient funds in the current budget to cover these costs.

RECOMMENDATION: Approve the Amendment to Audit Accounts between the Town and Cherry Bekaert LLP to modify the fee to increase from \$25,000 to \$34,500.

REQUESTED MOTION: I make a motion to approve the Amendment to Contract to Audit Accounts between the Town of Angier and Cherry Bekaert LLP to modify the fee from \$25,000 to \$34,500.

REVIEWED BY TOWN MANAGER:

Attachments:

- Amendment to Contract to Audit Accounts between The Town of Angier and Cherry Bekaert LLP

Whereas	Primary Government Unit Town of Angier, North Carolina
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A
and	Auditor Cherry Bekaert LLP

entered into a contract in which the Auditor agreed to audit the accounts of the Primary Government Unit and DPCU (if applicable)

for	Fiscal Year Ending 06/30/18	and originally due on	Audit Report Due Date 10/31/18
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hereby agree that it is now necessary that the contract be modified as follows.

Modification to due date:	Original due date 10/31/18	Modified due date 03/06/19
<input checked="" type="checkbox"/> Modification to fee:	Original fee \$25,000	Modified fee \$34,500

EXPLANATION OF MODIFIED CONTRACT TERMS


Please provide an explanation for the modification of terms. If the amendment is submitted to extend the due date, please indicate the steps the unit and auditor will take to prevent late filing of audits in subsequent years.

Due to the turnover of all staff in the Finance Department including the Finance Director in the year under audit it has taken more time to prepare the information required to complete the audit than originally anticipated.

By their signatures on the following pages, the Auditor, the Primary Government Unit, and the DPCU (if applicable), agree to these modified terms.

SIGNATURE PAGE

AUDIT FIRM

Audit Firm Cherry Bekaert LLP	
Authorized Firm Representative (typed or printed) April Adams	Signature 
Date 03/26/19	Email Address aadams@cbh.com

GOVERNMENTAL UNIT

Governmental Unit Town of Angier, North Carolina	
Date Primary Government Unit Governing Board Approved Audit Contract (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
Mayor/Chairperson (typed or printed)	Signature
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT

(Pre-audit certificate not required for charter schools or hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer N/A	Signature
Date of Pre-Audit Certificate	Email Address

SIGNATURE PAGE – DPCU
(complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU N/A	
Date DPCU Governing Board Approved Audit Contract (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)	Signature
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT

(Pre-audit certificate not required for charter schools or hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed) N/A	Signature
Date of Pre-Audit Certificate	Email Address



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: April 2, 2019
PREPARED BY: John Ellis – Finance Director *John Ellis*
ISSUE
CONSIDERED: Approve Engagement Letter with Cherry Bekaert LLP for Preparation of
Annual Financial Information Report
DEPARTMENT: Administration - Finance

SUMMARY OF ISSUE: The Annual Financial Information Report (AFIR) (Form LGC-37-06) for the fiscal year ended June 30, 2018 was due October 31, 2018. The form is required by GS 159-33.1 and should be submitted as soon as audited information is available. The information from this form is used in a number of statistical reports that are prepared by the Local Government Commission and is also used to provide much of the data that is available to local government units, etc. on their website.

Our audit was presented to the Board March 5, 2019 and was submitted to the State Treasurer's Office (Local Government Commission) the next day. We just received confirmation from the Local Government Commission on Tuesday, March 26, 2019, that our report had been reviewed and did not identify any financial statement or compliance presentation items that required any attention. Accordingly, we can use the audited information to prepare the report.

The AFIR is a lengthy report and the auditors estimate it could take up to 40 hours to complete. Based on my previous experience completing the report I believe that is a good estimate. While I am capable of completing the report, I am currently unable to dedicate that much time now so that the report can be timely filed. The budget process and attending to day to day issues requiring immediate attention are consuming all of my time. Therefore, I have asked the Town Manager to place on this agenda an engagement letter between the Town and Cherry Bekaert LLP for them to prepare the AFIR for the Town. Their estimate of cost in the engagement letter is \$3,750 - \$4,000.

FINANCIAL IMPACT: The maximum fee estimate is \$4,000 which will be an additional cost to the Town. There are sufficient funds in the budget to cover this expenditure.

RECOMMENDATION: Approve the engagement letter dated March 26, 2019

REQUESTED MOTION: I make a motion to approve the engagement letter between the town and Cherry Bekaert LLP to engage Cherry Bekaert, LLP to draft the Town's June 30, 2018 Annual Financial Information Report with a fee estimate of \$3,750 to \$4,000.

REVIEWED BY TOWN MANAGER:

Attachments:

- Engagement Letter dated March 26, 2019 to John Ellis, Finance Director, from Cherry Bekaert LLP.

March 26, 2019

John Ellis
Finance Director
Town of Angier, North Carolina
55 N Broad Street West
Angier, NC 27501

Dear Mr. Ellis:

This engagement letter between the Town of Angier, North Carolina (hereinafter referred to as the "Town") and Cherry Bekaert LLP (the "Firm" or "Cherry Bekaert") sets forth the nature and scope of the services we will provide, the Town's required involvement and assistance in support of our services and the related fee arrangements, designed to facilitate the performance of our professional services and to achieve the mutually agreed-upon objectives of the Town.

Our services cannot be relied on to detect errors, fraud, or illegal acts that may occur. However, we will inform you of any material errors and any fraud or illegal acts that come to our attention. In addition, we have no responsibility to identify and communicate significant deficiencies or material weaknesses in your internal control as part of this engagement.

We will draft the Town's June 30, 2018 Annual Financial Information Report for an hourly rate of \$125 per hour. It is estimated that it will take between 30 and 40 hours to complete calculating a fee estimate of \$3,750-\$4,000.

The invoice will be rendered upon completion and are payable within 30 days from invoice date. We will cease work if an unpaid invoice goes beyond this date. A service charge will be added to past due accounts equal to 1½% per month (18% annually) on the previous month's balance less payments received during the month, with a minimum charge of \$2.00 per month. You agree to pay all cost of collection (including reasonable attorney's fees) that we may incur in connection with the collection of unpaid invoices.

Please indicate your acceptance of the above understanding by signing below. A copy is enclosed for your records. If your needs change, the nature of our services can be adjusted appropriately.

We want to express our appreciation for this opportunity to serve you.

Sincerely,



CHERRY BEKAERT LLP

RESPONSE:

This letter correctly sets forth the understanding of the Town of Angier, North Carolina.

Accepted by: _____

Title: _____

Date: _____



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: April 2, 2019
PREPARED BY: John Ellis – Finance Director *John Ellis*
ISSUE: Budget Ordinance Amendment to Purchase Additional Flags
CONSIDERED:
DEPARTMENT: Administration - Finance

SUMMARY OF ISSUE: There is a current need to purchase additional United States flags to replace torn and tattered flags. The current budget line item for Decorations and Banners is overspent by \$4,528.04. There are unspent funds for Beautification Projects in the Depot Department Budget of \$9,035 and there are no identified projects at this time. Transferring this unspent amount would correct the over expenditure of funds in the Decorations and Banners Budget and leave approximately \$4,500 to purchase new flags.

FINANCIAL IMPACT: The net effect of this transaction would be zero for the budget since we are reducing one department and increasing another department by the same amount.

RECOMMENDATION: Approve Budget Amendment Number 8 to reduce funding in the Depot Department budget by \$9,035 and increase the Street Department budget by the same amount.

REQUESTED MOTION: I make a motion to approve Budget Ordinance Amendment #8 to transfer \$9,035 from the Depot budget in the General Fund to the Street Department Budget in the same fund.

REVIEWED BY TOWN MANAGER:

Chavez

Attachments:

- Budget Ordinance Amendment # 8

Town of Angier, North Carolina
Budget Ordinance Amendment
Fiscal Year 2018-19
Amendment #8

BE IT ORDAINED by the Board of Commissioners of the Town of Angier, North Carolina, that the following amendment be made to the general fund budget ordinance for the fiscal year ending June 30, 2019:

Section 1. To amend the General Fund, the appropriations are to be changed as follows:

<u>Account</u>		<u>Decrease</u>	<u>Increase</u>
10-9005-0073	Street - Decorations/Banners		9,035
10-9010-0059	Depot - Beautification Project	9,035	
		<u>\$ 9,035</u>	<u>\$ 9,035</u>

This will result in no net increase in the appropriations of the General Fund.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Board of Commissioners, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 2nd day of April 2019.

Lewis W. Weatherspoon, Mayor

Attest:

Veronica Hardaway, Town Clerk

TOWN MANAGER'S REPORT

TOWN MANAGER'S REPORT

TOWN BOARD MEETING

APRIL 2, 2019

- A. Classification & Pay Study begin April 1st. The study timeline is April 1, 2019-February 2020. Staff is working closely with Triangle J & Central Piedmont COG.
- B. Jimmy & I met with representatives of Open Broadband to identify existing structures, i.e. light poles to affix WiFi equipment to each-15 in all.
- C. The Downtown Study began April 1st; staff will be working with the NCSU group to complete the study through February 20, 2020.
- D. The budget process has begun, and Department heads will send me their requests this week for review to formulate next year's budget. As Commissioner Smith indicated, we plan to "attack" our infrastructure needs!
- E. Veronica included in your packets an update and revision to the Workshop schedule. Workshops are scheduled for the 4th Thursday of every month, but because it conflicts with Board Agenda Packets, Workshops will now be on the 3rd Thursday of every month starting in May, and no meeting in April since I will be out of Town that week.
- F. The Board's computers will be delivered this week. Veronica will contact IT to set each one up for security. In addition, Veronica and I have been interviewing software companies for online agendas.
- G. The Mayor has been working diligently on the ribbon cutting for the Piedmont Natural Gas line set for April 16th at 10:30am. More information to come...

Memo

To: Gerry Vincent, Town Manager
From: Bill Dreitzler, P.E., Town Engineer
Date: March 28, 2019
Re: April 2019 BOC Meeting - Engineer's Staff Report

Please consider my staff report for the scheduled April 2, 2019 Board of Commissioners meeting:

Hwy 210 Sidewalk Extension Project

We received 3 proposals for the R/W Acquisition scope of work for the project. The low proposal was from Southeastern Right of Way, LLC in the amount of \$2,000/parcel for the 13 parcels that require either right-of-way, permanent drainage easement or temporary construction easement. Upon Board approval staff will be submitting the recommendation of award to CAMPO and NCDOT for consideration of a contract amendment to add the cost to the PE Phase of the Town's LAP Agreement.

On Tuesday, March 26, 2019 staff met with Joshua Lanaville regarding the natural gas line being extended along Hwy 210 into Angier. The purpose of the meeting was to make sure the sidewalk construction and the installation of the gas line were coordinated such that we avoid any conflicts when the sidewalk is under construction.

Wastewater Inflow/Infiltration Evaluation

Two Inflow/Infiltration projects were recommended for budget consideration within the 2018-2019 FY. These projects include: Priority 4 Manhole Rehabilitation: Recommended Budget - \$60,000 and TV Inspection of Priority 3 Sewer Collection Mains (13,000 LF): Recommended Budget - \$35,000. We are not presently moving forward with either project pending additional discussion and funding consideration.

Wastewater Collection and Water System Master Plan

We are proceeding with updating both the water and sewer master plans to account for the future Hwy 55 bypass. We are currently targeting late December as a completion and will provide updates if the schedule changes.

As part of this process, staff is also evaluating the potential backup potable water supply from alternative sources. The Town currently purchases all of its potable water from Harnett County.

Stormwater Control Measure (SCM's) Requirements

Staff has now implemented this requirement. The Bellewood Development off Hwy 55 is the first development to have the SCM Operation & Maintenance Agreement executed for recordation.

Planning Department Policies

I am currently drafting a proposed Traffic Impact Analysis Policy for staff review. In addition, I am currently drafting a guidance document for builders regarding erosion control requirements for individual lot development. **No updates, work is in progress.**

Construction Standards

The Construction Standards were adopted in March of 2000 and have not been updated since. Planning and Public Works are working together to amend the written technical specifications portion of the Construction Standards. In addition, we are in the process of evaluating the cost to revise and update all of the standard details. Given the scope of updating the standard details, the effort will require an outside drafting technician. Staff anticipates presenting the work as part of the 2019-2020 budget process. This is an on-going effort.

Angier / Harnett County Water Purchase Agreement Renewal

We have completed an extensive hydraulic assessment of the County's limitation of delivery at 1,000 gallons per minute. Staff has determined this limitation will not impact our ability to supply water through 2030. I am preparing an updated draft Agreement for review and target April 9th for completion of the draft. In addition to the updated draft Agreement, I am preparing a memorandum summarizing our current water needs, estimated future demands and recommendations for future planning.

Sanitary Sewer Flow Tracking

We are in the process of establishing a sewer flow tracking spreadsheet to more accurately account for wastewater flows that have been obligated but are not yet tributary to our system. As an explanation, when we permit a residential subdivision and the application has a projected flow of 30,000 gallons per day then we have "committed" that flow to our system and the volume is no longer available. Actual flows less available capacity does not represent available flows. We must account for those obligated flows. **I continue to work on the development of the flow tracking spreadsheet.**

Miscellaneous

In addition to the above major projects, I continue to provide support to the Town staff including but not limited to the following:

- Service on the Pre-Development Committee.
- Service as a member of the TRC including the associated engineering reviews.
- Attendance as staff engineer at the Planning Board Meetings, Board of Commissioners Meetings, and Board of Adjustment Meetings.
- Meet with citizens on an on-call basis for issues predominately related to storm drainage.

Sincerely,

A handwritten signature in dark ink, appearing to read "Bill Dreitzler", written over a light blue horizontal line.

Bill Dreitzler, P.E.
Town Engineer



Angier Police Department

P.O. Box 278, 55 North Broad Street West

Angier, North Carolina 27501

Office (919) 639-2699

Chief of Police

Arthur R. Yarbrough, Jr.

Date April 2, 2019

To Town Manager Gerry Vincent

From Arthur R. Yarbrough, Jr.

**Subject Matter: March 2019 Police Activities
Statistical Data**

****Police activities for the month of March consisted 2,865 Calls for Service/Officer initiated activities. Officers investigated 23 incidents involving 19 offenses. Of the offenses committed 19 individuals were arrested on a total of 22 charges.**

****Traffic enforcement activities included 68 traffic stops, 40 citations issued totaling 47 charges as opposed to 35/39 in February. There were also 15 traffic accidents investigated during this period.**

****Other activities**

Officers completed 2196 security checks, 87 business contacts and 290 subdivision checks.

**** High visibility on the roadways, subdivisions and increased business walk thru's are the area of concentration for the month of April.**

Call Log Call Type Summary

Angier Police Department

03/01/2019 - 03/28/2019

<No Call Type Specified>	30	911 Hang Up - 911 Hang Up	7
Alarm Activation - Alarm Activation	12	Animal Complaint - Animal Complaint	8
Assault - Assault	2	Assist EMS - Assist EMS	3
Assist Fire - Assist Fire Department	1	Assist Motorist - Assist Motorist	11
Assist Other Agency - Assist Other Agency - Law Enforcement	7	Business Walk Thru - Business Walk Thru	87
Careless and Reckless Vehicle - Careless and Reckless Vehicle	2	Crash - Traffic Accident	15
Custody Dispute - Child Custody Dispute	2	Direct Traffic - Direct Traffic	1
Disturbance - Disturbance	14	DOA - Dead On Arrival	2
Domestic Dispute - Domestic Dispute	8	Drug Activity - Drug Activity	2
DWI - Driving While Impaired	2	Escort - Escort	12
Follow Up - Follow Up	6	Foot Patrol - Foot Patrol	1
Found Property - Found Property	1	Larceny - Larceny	8
Mental Subject - Mental Subject	1	Missing Juvenile - Missing Juvenile	2
Noise Complaint - Noise Complaint	2	Open Door - Open Door	1
Other Call - Other Call Not Listed	11	Property Damage - Property Damage	2
Security Check - Security Check	2,196	Sexual Assault - Sexual Assault	2
Shoplifting Complaint - Shoplifting Complaint	1	Shots Fired - Shots Fired	3
Stand-By - Stand-By	5	Stolen Vehicle - Stolen Vehicle	1
Subdivision Check - Subdivision Check	290	Suspicious Activity - Suspicious Activity	12
Suspicious Person - Suspicious Person	4	Suspicious Vehicle - Suspicious Vehicle	3
Traffic Stop - Traffic Stop	68	TWO - Talk With Officer	10
Unauthorized Use of Motor Vehicle - Unauthorized Use of Motor Vehicle	1	Warrant Service - Warrant Service	3
Welfare Check - Welfare Check	3		

Total Number Of Calls: 2,865

Arrest Misdemeanor Totals by Officer

Angier Police Department

(03/01/2019 - 03/28/2019)

Arresting Officer:	Total Charges On All Misdemeanor Arrests:	Total Misdemeanor Arrests:
616 - Officer April N. Manglangit	3	1
615 - Patrol Officer Scott J. Pollard	2	1
614 - Patrolman Conner R. Capshaw	4	2
618 - Patrolman Jerel M. Wilson	2	1
617 - Patrolman Michael G. Anderson	2	2
611 - Sgt Daniel W. King	1	1
610 - Torry L. Creek	1	1
Total:	15	9

Arrest Felony Totals by Officer

Angier Police Department

(03/01/2019 - 03/28/2019)

Arresting Officer:	Total Charges On All Felony Arrests:	Total Felony Charges:	Total Felony Arrests:
615 - Patrol Officer Scott J. Pollard	1	1	1
613 - Patrolman Adam D. Meder	2	1	1
614 - Patrolman Conner R. Capshaw	1	1	1
Total:	4	3	3

Citation Totals by Charge

Angier Police Department

(03/01/2019 - 03/28/2019)

Charge:	Number of Charges:
Speeding (Misdemeanor)	1
Speeding (Infraction)	5
Passenger Seat Belt - Juvenile	1
Improper Transportation Of Children	2
No Operator License	3
Driving While License Revoked	10
Expired Registration	3
Failure To Stop (Stop Sign/Flashing Red Light)	4
Other (Infraction)	8
Other (2nd Charge - Infraction)	10
Total:	47



Town of Angier
Planning & Inspections Department
919-331-6702



Lewis Weatherspoon
Mayor

Gerry Vincent
Town Manager

Planning and Inspections Department
Monthly Report: March 2019

Permits Issued - March 2019:

Total Permits Issued: **24**

Building Inspections Performed: **52**

New Construction - Residential: **5**

New Construction - Commercial: **1** (Carolina Charter Academy)

Total Fees Collected: **\$ 39,577.00**

2018-2019 Fiscal Year Permitting Totals:

New Construction - Residential: **25**

New Construction - Commercial: **3**

Total Fees Collected: **\$ 94,113.00**

****All Data as of 3/27/19****



Town of Angier
Planning & Inspections Department
919-331-6702



Lewis Weatherspoon
Mayor

Gerry Vincent
Town Manager

Subdivision/Project Update:

Whetstone Phase 2: Awaiting Construction Drawing Comments to be Addressed

Bellewood: Currently Installing Utility Infrastructure

Kathryn's Retreat: Construction Drawings Approved, Grading in Progress

Coble Farms: Awaiting Construction Drawing Comments to be Addressed

Southern Acres: 36 of 96 Building Permits Issued

Carolina Charter Academy: Site Plan Approved, Building Permit Issued

See Attached Code Enforcement Spreadsheet

2019 Code Enforcement Report

File Number	Site Address	Property Owner	Nature of Violation	Date Cited	Date Abated	Current Status
18-107	102 N Dunn St	Henry Williams	Minimum Housing Case	11/6/2018		Unfit for Habitation, Vacated and Closed March 15, 2019
19-001	379 Deer Haven Dr	Lindsay Robinson	Illegal Business	N/A		Currently Investigating Alleged Business
19-002	276 S Raleigh St	RL Properties, LLC	Furniture & Debris	N/A	1/4/2019	CLOSED
19-003	141 S Dunn St	Leslie Morris	Debris at Street	1/11/2019	1/23/2019	CLOSED
19-004	331 W Depot St	James Tedder	Insufficient Screening	1/14/2019	1/28/2019	CLOSED
19-005	130 Crestview Dr	?	Burned House	1/14/2019	1/23/2019	CLOSED
19-006	1363 N Raleigh St	"Up N Smoke"	Feather Flag	1/17/2019	1/24/2019	CLOSED
19-007	149-A Logan Ct	Angier Sweepstakes (Skills)	Feather Flag	1/23/2019	2/1/2019	CLOSED
19-008	361 S Broad St	Ceferino Antonio	Unpermitted Work	1/23/2019	1/23/2019	CLOSED
19-009	949 N Raleigh St	Martinez Ma Lourdes Santiago	Unpermitted Work	1/23/2019	1/28/2019	CLOSED
19-010	220 Courtland Dr	Curtis and Britiany Thomas	Junk Car & Debris	1/23/2019	3/1/2019	CLOSED
19-011	113 S Poplar St	Harte Financial, LLC	Debris at Street	1/28/2019	2/7/2019	CLOSED
19-012	58 S Dunn St	Harry Arnette	Potential Junked Vehicles	N/A		Monitoring Alleged Junked Vehicles
19-013	365 W Church St	Ryan Adams	Potential Junked Vehicles	N/A		Monitoring Alleged Junked Vehicles
19-014	559-J N Raleigh St	Hair Salon	Feather Flag	1/31/2019	2/1/2019	CLOSED
19-015	183 W Depot St	Jaime Seawell	Debris at Street	2/1/2019	2/7/2019	CLOSED
19-016	26 N Broad St E	Timothy Coccione	Debris Behind Bldg	2/4/2019	2/19/2019	CLOSED
19-017	109 N Willow St	Vernell Partin	Limbs at street	2/7/2019	2/12/2019	CLOSED
19-018	57 E Williams St	Janna Crawford	Limbs at street	2/7/2019	2/20/2019	CLOSED
19-019	186 Matthews Mill Pond Rd	Ma de Lourdes Santiago	Unpermitted Work	2/20/2019		Ongoing - Working with Owner to Obtain Permits
19-020	244 Landmark Dr	William Warda	Structure Setback Intrusion	3/22/2019	3/27/2019	CLOSED
19-021	191 W Lillington St	Rhunell Chatmon	Minimum Housing Case	2/25/2019		Unfit for Habitation, Findings of Fact Issued March 15, 2019
19-022	263 W Depot St	Guillermo Mateo Morales	Debris	3/1/2019	3/6/2019	CLOSED
19-023	281 W Depot St	Guillermo Mateo Morales	Debris	3/1/2019	3/22/2019	CLOSED
19-024	384 W Williams St	Shelby Wilson	Limbs at street	3/8/2019	3/27/2019	CLOSED
19-025	33 N Johnson St	Green's Tax Service	Feather Flag	3/7/2019	3/18/2019	CLOSED
19-026	244 Landmark Dr	William Warda	Junked Vehicles	3/7/2019	3/26/2019	CLOSED
19-027	108 Sunnydale Ct	Larry Curly and Moe, LLC	Unpermitted Shed	3/12/2019	3/15/2019	CLOSED
19-028	265 Landmark Dr	David Ogilvy	Limbs at street	3/18/2019		Compliance Deadline: 4/1/19
19-029	814 N Willow St	Gary Lanier	Limbs at street	3/18/2019	3/27/2019	CLOSED
19-030	511 N Raleigh St	Boost Mobile	Feather Flag	3/7/2019		Civil Fines Continue For Repeat Violations
19-031	53 Nordan St	Manuel Gomez	Excess Limbs	3/22/2019		Compliance Deadline: 4/7/19
19-032	111 Jill St	Edward & Betsy Weaver	Junked Vehicles	3/22/2019		Compliance Deadline: 4/27/19
19-033	286 Clearfield Dr	Jason Syphrit	Junked Vehicles	3/22/2019		Compliance Deadline: 4/27/19

MONTHLY REPORT
ANGIER PARKS & RECREATION
March 27, 2019

- SPRINGS SPORTS ARE NOW BEGINNING WITH PRACTICES STARTED AND TEAMS DIVIDED. PRACTICES WILL CONTINUE THROUGH END OF APRIL WITH GAMES BEGINNING LAST WEEK OF APRIL.
- WE HAVE APPROXIMATELY 40 SPRING SPORTS TEAMS IN THE ANGIER PARKS AND REC PROGRAM THIS SEASON.
- ANGIER PARKS AND REC HAS HOSTED (2) TOP GUN SPORTS BASEBALL TOURNAMENTS ON MARCH 15-16 AND MARCH 22-23. OUR BOOSTER CLUB NETTED MORE THAN \$4,000 FOR THE (2) TOURNAMENTS AND BROUGHT IN OVER 40 TEAMS FROM OUT OF TOWN FOR THE (2) WEEKENDS.
- WE ALSO INSTALLED NEW APPLICATION OF MULCH IN ALL OF THE LANDSCAPED BEDS FOR THE SPRING.
- WE ARE CONTINUING THE PREPARATION OF OUR PARK AND SPORTS FIELDS FOR THE SPRING & SUMMER SEASON AND USAGE.