



Board of Commissioners Organizational Meeting Agenda

**Tuesday, December 5, 2023
6:30 PM**

Location: 28 N Raleigh Street, Angier, NC 27501

Call to Order

Pledge of Allegiance

Invocation

Approval of Agenda

Public Comment

Consent Agenda

1. Approval of Minutes

- a. November 7, 2023 – Regular Meeting

Public Hearings

1. Austin Gardner (G&J Development) - Conditional Rezoning Request

- a. Application submitted by Austin Gardner (G&J Development) requesting to rezone approximately 28.357 located at 5963 NC 210, Angier, NC (Harnett PINs: 0662-68-5452; 0662-68-6638; 0662-68-0457) from R-30 to R-10 CZ.

2. Meritage Homes - Conditional Rezoning Request

- a. Application submitted by Meritage Homes requesting to rezone approximately 57.38 acres located along Hwy 55 S, Angier, NC (Harnett PIN: 0673-83-7341) to R-6 CZ. The applicant is proposing to modify the already approved conditions.

Presentations

1. Mayor Smith's Farewell Message

2. Presentation of Plaque to Outgoing Mayor Robert Smith and relinquishment of seat

3. **Presentation of Plaque to Outgoing Ward 2 Commissioner Alan Coats and relinquishment of seat**
4. **Acknowledgement of Taylor Davenport for Flag Boxes**

Organizational Meeting: Pursuant to NCGS 160A-68, the Town Governing Body is scheduled to conduct an organizational meeting. Therefore, the following information is provided:

Oaths of Office

1. **Administering Oath of Office – Mayor Robert M. Jusnes, Sr.**
 - a. Oath of Office to be given to newly elected Mayor, Robert M. Jusnes, Sr. by the Town Clerk.
2. **Administering Oath of Office – Ward 2 Commissioner Ashley Strickland**
 - a. Oath of Office to be given to newly elected Ward 2 Commissioner, Ashley Strickland by the Town Clerk.
3. **Administering Oath of Office – Ward 4 Commissioner Sheveil Harmon**
 - a. Oath of Office to be given to newly elected Ward 4 Commissioner, Sheveil Harmon by the Town Clerk.

Election of the Mayor Pro-Tempore

1. **Elect Mayor Pro-Tempore & Administer Oath of Office**
 - a. Pursuant to NCGS 160A-70 & Article II, Section 2-36 of the Town Code of Ordinances, the new Board is to elect a Mayor Pro-Tem amongst its members. As for Mayor Pro-Tem responsibilities, please refer to the Town of Angier Charter Article II, Section 2.4.

New Business

1. **Re-appointment of Town Attorney**
 - a. Pursuant to the Town of Angier Code of Ordinances Chapter 2, Article III, Division 4, Section 2-141; at the first meeting of the Town Board after their election and qualification, or as soon thereafter possible, they shall appoint (or reappoint) a Town Attorney.
2. **Resolution #R018-2023 - to Adopt Town of Angier's 2024 Holiday Schedule**
 - a. Consideration and approval of Resolution #R018-2023 to adopt Town of Angier's 2024 Holiday Schedule.
3. **Resolution #R019-2023 - to Adopt Angier Board of Commissioner's 2024 Meeting Schedule**
 - a. Pursuant to NCGS 160A-71 and the Town of Angier Code of Ordinances Article II, Section 2-33, the governing body is to adopt a meeting schedule.

4. Board Opening & Application Procedures Policy

- a. Consideration and approval of guidelines to promote greater citizen involvement through advisory and appointed boards.

5. Resolution #R020-2023 of Support Lead Line Replacement

- a. Consideration and approval to authorize the Town Manager to proceed with hiring WithersRavenel to process the grant/loan application regarding the Lead Service Line Find Replacement.

6. ARPA Policies

- a. Consideration and approval of ARPA policies necessary to expend funds that have been awarded to the Town.

Manager's Report

Mayor and Town Board Reports

Staff Reports

Adjourn

*****IN ACCORDANCE WITH ADA REGULATIONS, PLEASE NOTE THAT ANYONE WHO NEEDS AN ACCOMMODATION TO PARTICIPATE IN THE MEETING SHOULD NOTIFY THE TOWN CLERK AT 919.331.6703 AT LEAST 48 HOURS PRIOR TO THE MEETING.*****

CONSENT AGENDA

**Town of Angier
Board of Commissioners
Wednesday, November 8, 2023, 6:30 P.M.
Angier Municipal Building
28 North Raleigh Street
Minutes**

The Town of Angier convened during a regularly scheduled Board of Commissioners meeting on Wednesday, November 8, 2023, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

Members Present: Mayor Bob Smith
Mayor Pro-tem Loru Boyer Hawley
Commissioner Jim Kazakavage
Commissioner Alan Coats

Members Excused:

Staff Present: Town Manager Elizabeth Krige
Town Clerk Veronica Hardaway
Public Works Director Jimmy Cook
Planning Director Jeff Jones
Town Attorney Dan Hartzog Jr.

Others Present:

Call to Order: Mayor Smith presided, calling the Board of Commissioners meeting to order at 6:30 p.m.

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

Invocation: Mayor Smith offered the invocation.

Approval of the November 8, 2023 meeting agenda: The Town Board unanimously approved the agenda as presented.

Board Action: The Town Board unanimously voted to approve the agenda as presented.

Motion: Commissioner Coats

Vote: 3-0; unanimous

Public Comment

June Badgley, 36 Kevin Troy Ct., shared concern with the traffic in the Whetstone subdivision and requested that more speed limit signs be installed.

Pamela Yanez, 49 North St., shared her concern with the conduct of Board members in public.

Consent Agenda

1. Approval of Minutes

- October 3, 2023 – Regular
- October 17, 2023 – Workshop

2. Donation of Funds to Angier Food Pantry & Senior Citizen Center

- Pertains to the donation of funds in the amount of \$1,000 going to the Angier Food Pantry and \$1,500 going to the Angier Senior Citizen Center.

Board Action: The Town Board unanimously voted to approve the consent agenda as presented.

Motion: Commissioner Coats

Vote: 3-0; unanimous

Public Hearing

1. Ordinance Text Amendment – Residential Parking Standards

Planning Director Jeff Jones stated that staff is proposing an amendment to the Permitted Use Table, specifically the parking requirements for Multifamily and Single-Family parking. Staff has reviewed this section with potential applicants and have found that the current requirements require more parking than needed for residential projects.

Multifamily residential, apartments	2					P	P			4.2.10	1 1/2 per bedroom plus 1 per bedroom suite > 2 spaces/unit + 10% for guest parking
Multifamily residential, condominiums	2			P	P	P		P		4.2.10	1 1/2 per bedroom plus 1 per bedroom suite > 2 spaces/unit + 10% for guest parking
Multifamily residential, townhomes	2			P	P	P		P		4.2.10	1 1/2 per bedroom plus 1 per bedroom suite > 2 spaces/unit + 10% for guest parking
Single-family residential, detached	1		P	P	P	P					1 1/2 per dwelling
Temporary emergency residences	1		P	P	P	P	P	P		4.2.10	2 per dwelling
Two-family residential (duplexes)	1		P	P	P	P				4.2.11	1 1/2 per bedroom plus 1 per bedroom suite > 2 per dwelling

A 3-bedroom Townhome would be required four parking spaces under the current ordinance, whereas, the proposed language would require 2 parking spaces per unit plus 10% of the required amount of parking for the entire project to be provided for guest parking. The proposed language is consistent with other jurisdictions in the area, such as Holly Springs. The proposed amendment is the minimum requirement, developers can add more units of parking. These requirements would be placed on any new development.

The Planning Board voted unanimously to recommend approval of these Ordinance amendments as presented at their September 12th meeting.

Mayor Smith opened the Public Hearing.

The Board shared concern regarding townhomes that lack driveway and garage parking.

Bob Jusnes, 574 N. Broad St. E, stated that the way the ordinance is currently written, a four-bedroom condominium or townhome would require seven spaces which sounds excessive. It's hard navigating through neighborhoods with multiple vehicles and trash cans and suggested calculating spaces for a single-family home be one space per bedroom and one-off street parking. For multi-family he suggested one space per bedroom plus one for guest overflow.

Seeing no one, Mayor Smith closed the Public Hearing.

Board Action: The Town Board unanimously voted to approve the text amendment as it relates to the reduction of residential parking standards to include one space per bedroom plus one guest space for multifamily, single-family, and duplex dwellings; 2 spaces per dwelling for temporary emergency shelters.

Motion: Commissioner Coats

Vote: 3-0; unanimous

New Business

1. Pedestrian Plan Update

Planning Director Jeff Jones stated the Town of Angier has been awarded an NCDOT grant to update the Town's Pedestrian Plan. Most of the proposed pedestrian facilities from Angier's 2014 Comprehensive Pedestrian Plan have either been constructed or have secured funding. The Junny Road sidewalk project that connects sidewalks from Broad Street up Junny Road will be under construction soon. The NC HWY 210 sidewalk project which runs from the intersection of HWY 210 and Raleigh Street down to Fish Drive was approved by the Board of Commissioners on March 7, 2017. Sidewalks have also been extended to connect W Lillington Street and Park Street up to NC 210. The Town has also received LAPP funding to extend the sidewalk on McIver Street down to S Wilma Street, but construction has not yet begun.

The Planning Process will begin late this year or early next year with an anticipated 12-month timeline. NCDOT will select a planning consultant that the Town will work with to develop the update to the plan. The Town will be asked to form a steering committee that will assist the consultant and the Town with the planning process. In the past a steering committee consisted of Town staff, Board members, and other interested community members. Staff will come back to the Board with suggested steering committee members, once the planning process begins.

The goal of the update is to identify pedestrian linkage gaps between the core area of Town and newer developments that have been constructed since the 2014 plan. With gaps identified the plan will prioritize projects for the Town to consider.

The plan cost is \$45,000, NCDOT will fund 90% of the plan cost with the Town's portion of the plan cost being 10% or \$4,500.

Board Action: The Town Board voted unanimously to authorize the Town Manager to execute the Pedestrian Plan Agreement with NCDOT.

Motion: Commissioner Coats

Vote: 3-0; unanimous

2. Angier Chamber of Commerce Road Closure Requests

Executive Director Shelby Blackmon announced that the Angier Chamber of Commerce is holding their annual Christmas on the Square event on Friday, December 1, 2023. The proposed road closure is to allow safe access to the hayride loading/unloading area and the family activity overflow area from 4pm to 9pm. Road closure area consists of W. Lillington Street behind Depot Square to the intersection of S. Broad St. E and Lillington St.

The second road closure request is for the annual Christmas Parade event on Saturday, December 2, 2023. The proposed road closure is to allow safe parade access from 7am to 11am. The parade route starts at Angier Baptist Church parking lot and Angier Elementary School parking lot along the parade route to the Angier Depot. A detour by the Angier Police Department will be in place during this timeframe.

Board Action: The Town Board voted unanimously to approve the Angier Chamber of Commerce proposed road closures for their upcoming Christmas events.

Motion: Commissioner Coats

Vote: 3-0; unanimous

3. November Workshop Meeting

Town Manager Elizabeth Krige requested to cancel the November workshop due to being the same week as Thanksgiving.

Board Action: The Town Board voted unanimously to approve the cancellation of the November workshop meeting.

Motion: Commissioner Kazakavage

Vote: 3-0; unanimous

4. NCDOT Layout for Hwy 210/East Depot and Willow Street

Public Works Director Jimmy Cook reviewed NCDOT's proposal in regards to the turn lanes at the intersection of HWY 210/East Depot and Willow Street. The proposal is to create a left turn lane onto North Willow Street to prevent traffic backups. This would also include the loss of on street parking along HWY 210/East Depot at the Red Barn and Truist Bank. There will also be an option of a right turn lane down Dunn Street to help with traffic overflow. NCDOT will monitor the proposed changes for any issues and Mr. Cook will consult with them regarding temporary striping.

Board Action: The Town Board voted unanimously to approve the proposed NCDOT changes to HWY 210/East Depot and Willow Street.

Motion: Commissioner Kazakavage

Vote: 3-0; unanimous

5. NCDOT Layout for NC 55 & Hwy 210

Mr. Cook reviewed NCDOT's proposal in regards to turn lanes at the intersection of NC55 and HWY 210. The proposal is to create left and right turn lanes to help with traffic flow going North along NC55/North Raleigh Street. This would also include loss of on street parking along HWY 210 at First Citizens Bank and the businesses across the street. The on-street parking would begin at the Depot near the RH Ellington Sign. NCDOT will provide temporary striping in this area to monitor the area.

There was discussion in regards to the traffic flow in front of the Depot. It was suggested adding a turn lane and eliminate on street parking in front of the Depot. Mr. Cook will consult with NCDOT.

Board Action: The Town Board voted unanimously to approve the proposed NCDOT changes to NC 55/HWY 210 with the following amendment: eliminating on street parking in front of the Depot and making a left turn lane onto Broad Street.

Motion: Commissioner Coats

Vote: 3-0; unanimous

6. Mid-Block Crossing at East Depot & Ed's Restaurant

Mr. Cook presented a mid-block crossing next to Ed's Restaurant and the Lillington Street alleyway. This would necessitate the removal of four parking spaces on each side of the crossing to improve sight distance for pedestrians and drivers. If the Board recommends approval of this proposal, we will still need approval from NCDOT.

There was discussion about traffic backups due to having to stop for pedestrians and the loss of parking spaces.

Board Action: The Town Board voted to deny the proposed mid-block crossing at East Depot and Ed's Restaurant.

Motion: Commissioner Coats

Motion: Commissioner Coats
Opposed: Commissioner Kazakavage
Vote: 2-1; motion carried

Manager's Report

Ms. Krige updated the Board on various items:

- Audit – The Town's audit was submitted on time for the first time in 4 years. On-time submittal to the Local Government Commission is crucial when seeking financing for capital projects.
- Trunk or Treat was a great success. I especially want to recognize Crissy Porter, Derek McLean, Austin Yarbrough, Lee Thompson and the Police Department. Community events like this are not possible without a dedicated and knowledgeable team working together.
- Ting – The agreement with Ting has been finalized. Ting met with Public Works for a pre-construction meeting, and they plan to break ground this week.
- Recruitment – The Town is seeking a new Finance Director. Details about the opening have been sent to both the ASU and ECU MPA directors for circulation to their alumni. The job has been posted to several sites. Due to the resignation of the Utility Billing Clerk, Cecelia Stephenson has been promoted to Utility Billing Supervisor effective November 13.
- Facilities – There were a few items that needed repair at the Town Hall Annex (32 W. Williams Street). We are removing the carpet due to age and poor air quality as well as painting. There were a few places in the roof needing repair. Lights will be placed on the building to match the Depot.

Mr. Cook informed the Board that trees have been installed in planters around Town with lights and Christmas decorations will be going up next week.

Mayor & Town Board Reports

Commissioner Coats suggested there be a crosswalk near Napper Tandy's to which Mr. Cook stated a crosswalk will be installed near Thanks a Latte. He also shared a concern with the last parking space in front of Thanks a Latte butts up right against the corner of the street making it difficult to see.

Mr. Cook gave an update regarding Hwy 55 and Old Buies Creek Road. The district engineer researching to see how many crashes have occurred and are looking at options.

Adjournment: Being no further business, the Town Board voted unanimously to adjourn the meeting at 7:55pm.

Motion: Commissioner Coats
Vote: 3-0; unanimous

Attest:

Robert K. Smith, Mayor

Veronica Hardaway, Town Clerk

PUBLIC HEARINGS



Board of Commissioners Agenda Report

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

MEETING DATE: December 5, 2023
PREPARED BY: Jeff Jones, AICP
ISSUE: Rezoning Request
CONSIDERED:
DEPARTMENT: Planning & Inspections

SUMMARY OF ISSUE:

Staff has received a conditional rezoning request from Austin Gardner to rezone approximately 28.357 located at 5963 NC 210, Angier, NC 0662-68-5452; 0662-68-6638; 0662-68-0457 (Harnett)

1. The subdivision will incorporate 2 access points: NC 210 and N. Harnett School Road
2. The subdivision will contain no less than 11 acres of open space, which is more than 40% of the property net acreage, or twice the requirement
3. Single- Family lots will not be mass graded.

The current zoning is Angier R-30 and the requested zoning is R-10 CZ.

The property was annexed on July 5th, 2023.

The Planning Board recommended approval of the rezoning request at their November 14th meeting.

Attached is the rezoning application and staff report for your review.

FINANCIAL IMPACT: N/A

RECOMMENDATION: Staff recommends approval of the requested.

REQUESTED MOTION: I move to approve the rezoning request to R-10 CZ.

REVIEWED BY TOWN MANAGER:

Attachments:

Rezoning Application
Staff Report



REZONING STAFF REPORT

Staff Contact: Jeff Jones, AICP
jajones@angier.org
(919) 639-2071

Planning Board: November 14, 2023

Public Hearing: December 5, 2023

Requesting Rezoning: (Angier) R-30 to (Angier) R-10 CZ

Applicant Information

Owner of Record:

Name: G and J Development, LLC

Address: 2265 Benson Road

City/State/Zip: Angier, NC 27501

Applicant:

Name: Austin Gardner

Address: 2265 Benson Road

City/State/Zip: Angier, NC 27501

Property Description

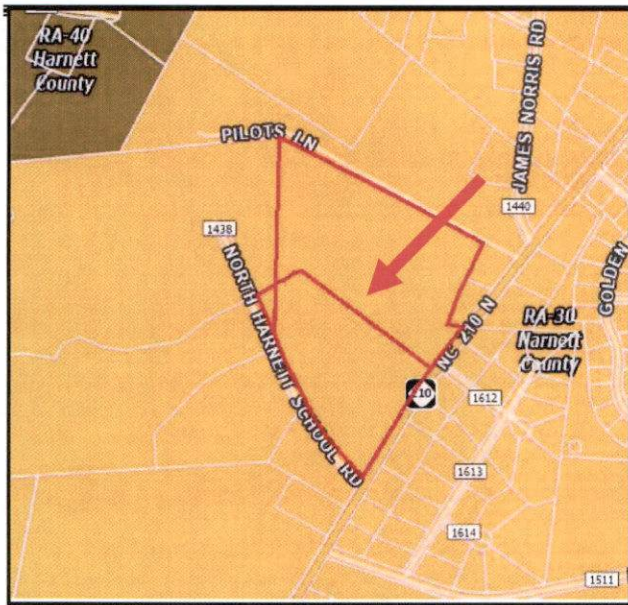
PIN(s): 0662-68-5452; 0662-68-6638; 0662-68-0457 (Harnett)

Acreage: **28.357** Acres

Address: 5963 NC 210, Angier, NC

Vicinity Map





	CURRENT R-30	PROPOSED R-10
Min. Lot Size		10,000sqft
Parks & Recreation Facilities		P
Single Family/Duplexes		P
Multi-Family		P
Schools		P
Offices & Services		
Retail Uses		
Churches		S
Governmental Uses		P
Agriculture		
Manufacturing Uses		
P=Permitted Use S=Special Use		

Zoning Compatibility

Physical Characteristics



Aerial Photograph (2017)

Site Description: The property is Vacant

Surrounding Land Uses: Surrounding Land Uses include low and medium density residential as well as a North Harnett Primary School adjacent to the property.

Services Available

Water:

☒ Public (Harnett Regional Water)

☐ Private (Well)

☐ Other: Unverified

Sewer:

☒ Public (Harnett Regional Water)

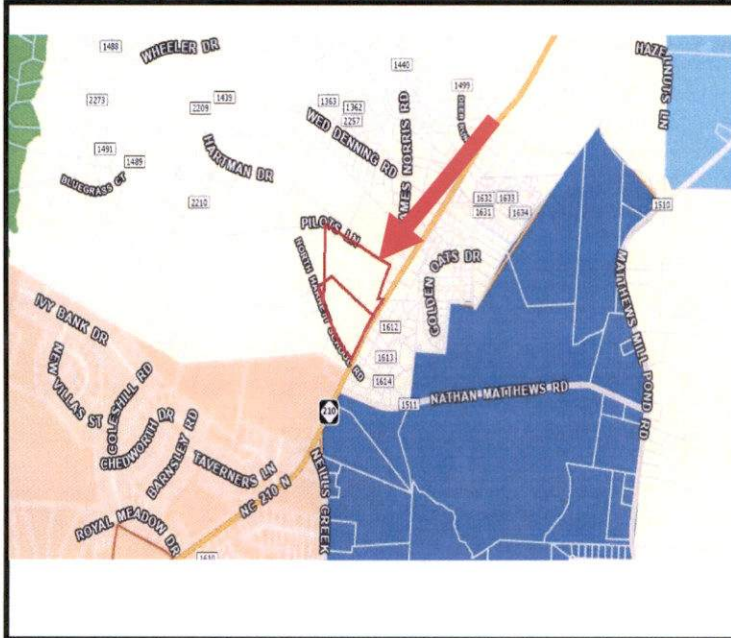
☐ Private (Septic Tank)

☐ Other: unverified

Transportation:

Access is provided by NC 210 and North Harnett School Road

Land Use Classification Compatibility



	REQUESTED ZONING	LAND USE
	R-10CZ	N/A
Parks & Rec Facilities	P	
Detached Single Family	P	
Multi-Family	P	
Churches	S	
Schools	P	
Professional Offices		
Retail Uses		
Restaurants		
Governmental Uses	P	
Distribution		
Manufacturing Uses		

Future Land Use Map (2017)

The Property In Question Is Not Shown On The Future Land Use Map. The map shown above is Harnett County Future Land Use Map

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 uses compatible with existing and adjacent uses especially those uses where public water and sewer are available, such as those developments in the Town of Lillington within a mile of this location. Additionally, conditions offered by the applicant condition any future development that will reduce the impact to surrounding properties.

1. The subdivision will incorporate 2 access points: NC 210 and N. Harnett School Road
2. The subdivision will contain no less than 11 acres of open space, which is more than 40% of the property net acreage, or twice the requirement
3. Single- Family lots will not be mass graded.

☒ **Yes** ☐ **No**

The requested zoning district is COMPATIBLE with the existing Land Use Classification. REASONING: The Property in Question Is Not Shown On the Future Land Use Map, but is within a potential Urban Growth Boundary agreement area between Lillington and Angier in unincorporated Harnett County. If the property were to be within the Town of Angier's Future Land Use area those properties along NC Highways would be classified under a denser classification other than low density residential, particularly when served by Public Water and Sewer.

☒ **Yes** ☐ **No** The proposal does ENHANCE or maintain the public health, safety and general welfare.
REASONING: The rezoning would allow for uses compatible within an ever changing area, especially those that are served with Public Water and Sewer. Additionally, conditions offered by the applicant condition any future development that will reduce the impact to surrounding properties.

☒ **Yes** ☐ **No** The request is for a SMALL SCALE REZONING and should be evaluated for reasonableness
REASONING: The proposed rezoning will allow for uses similar to surrounding uses, especially those parcels served with Public Water and Sewer. Additionally, conditions offered by the applicant condition any future development that will reduce the impact to surrounding properties.

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

The proposed rezoning to R-10 CZ is in keeping with The Town's Land Use Plan for areas of similar characteristics. The rezoning request 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**.

Staff Recommendation

The proposed rezoning to R-10 CZ is in keeping with The Town's Land Use Plan for areas of similar characteristics. The rezoning request 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

At their November 14th meeting, the Planning Board recommended **APPROVAL** of the proposed Conditional rezoning.

Attachments

☒ Original Rezoning Application



October 26, 2023

Mr. Jeff Jones
Planning Director
Town of Angier
Planning Department
58 N. Broad St.
Angier, NC 27501

RE: Gryphon Village
Rezoning Submittal

Dear Jeff:

The purpose of this letter is to request your review of the above referenced project at 5963 NC 210 and adjacent properties also owned by G&J Development, LLC, totaling 28.357 ac +/-, As required in the Town of Angier Rezoning Application, please note the following as it pertains to Section 14.3 of Angier's Ordinance:

1. The proposed conditional rezoning of CZ R10 is consistent with the Town of Angier's zoning ordinance for similarly used properties throughout the Town's jurisdiction and is compatible with the surrounding area which consists of residential subdivisions. Note that because the proposed rezoning is a satellite zoning, there are no immediately adjacent Angier zoned properties.
2. The accompanying application, maps, and fees meet the submittal requirements referenced in this code section.

Furthermore, the conditional rezoning proposes the following conditions:

1. The subdivision will incorporate 2 access points: NC 210 and N. Harnett School Road
2. The subdivision will contain no less than 11 acres of open space, which is more than 40% of the property net acreage, or twice the requirement.
3. Single-family lots will not be mass graded.

We appreciate your review of the enclosed application.

Feel free to contact us with any questions or concerns regarding this project.

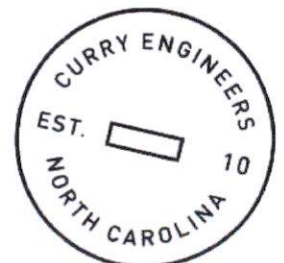
Sincerely,
The Curry Engineering Group, PLLC

A handwritten signature in black ink, reading "Donald L. Curry, Jr." with a stylized flourish at the end.

Donald L. Curry, Jr.
President

T (919) 552-0849
F (919) 552-2043

205 S. Fuquay Avenue
Fuquay-Varina, NC 27526





APPLICATION FOR ZONING CHANGE

Angier Planning Department
55 N. Broad Street W.
Angier, NC 27501
(919)-331-6702



Total Fee: \$400.00
Receipt: _____
Permit: _____
Date: _____
Case #: _____

Property Owner:

Name: G and J Development, LLC
Address: 2265 Benson Road
City/State/Zip: Angier, NC 27501
E-mail: austin@gardnernc.com
Phone: 919-669-1106

Applicant:

Name: Austin Gardner
Address: 2265 Benson Road
City/State/Zip: Angier, NC 27501
E-mail: austin@gardnernc.com
Phone: 919-669-1106

Property Description

PIN(s): 0662-68-5452, 0662-68-6638,
0662-68-0457 Acreage: 28.357 acres
Address: 5963 NC 210, Angier, NC 27501
Deed
Book: 3901 Page: 638

Rezoning Request:

Existing zoning district:

R-30

Requested zoning district:


CZ R-10

Required Attachments:

- Deed of the property in question showing the current legal owner
- Recorded map of the property OR Survey of the property at a scale of not less than one (1) inch = 200 feet
- Explanation of why the zoning change is requested, addressing applicable portions of Section 14.3 of the Ordinance

Signatures:

The undersigned applicant hereby certifies that, to the best of his or her knowledge, all information supplied with this application is true and accurate, and that the applicant certifies that they have the legal authority to sign this application as the property owner or authorized agent:



Property Owner Signature

10-26-23

Date

OR

Authorized Agent Signature

Date

Town of Angier Zoning Ordinance

14.3.3 Map amendments (rezonings).

A. For all map amendments (rezonings), applications shall contain a statement regarding the consistency of the request with adopted town plans and the surrounding area.

B. For conditional zoning map amendments (rezonings), the application shall be accompanied by a description of the use or uses proposed and any conditions being proposed by the applicant. The applicant shall also provide a statement of reasonableness regarding the request on the application. In addition to the application, the applicant shall submit a site-specific plan.

The following conditions apply to this Rezoning Change Application:

1. The subdivision will incorporate 2 access points: NC 210 and N. Harnett School Road.
2. The subdivision will contain no less than 11 acres of open space, which is more than 40% of the property net acreage, or twice the requirement.
3. Single-family lots will not be mass graded.

HARNETT COUNTY TAX ID #
 040662 0055 03
 040663 0103
 040663 0103 01

For Registration Kimberly S. Hargrove
 Register of Deeds
 Harnett County, NC
 Electronically Recorded
 2020 Nov 24 12:37 PM NC Rev Stamp: \$ 1030.00
 Book: 3901 Page: 638 - 640 Fee: \$ 28.00
 Instrument Number: 2020021958

11-24-2020 BY: 58

STATE OF NORTH CAROLINA
 COUNTY OF HARNETT

GENERAL WARRANTY DEED

Excise Tax: none \$0.00

Prepared by & Return to:
 Brownlee, Whitlow, & Praet, PLLC
 5001 Weston Parkway, Ste 201
 Cary, NC 27513

Parcel ID Number: 004-0662-0055-03; 04-0663-0103 & 04-0663-0103-01

Prepared By & Mail to: Pope & Pope, Attorneys at Law, P.A., 4590 Old Buies Creek Road, Angier, NC 27501 (NO TITLE SEARCH, TITLE OPINION OR CLOSING PERFORMED)

THIS DEED made this 18th day of November, 2020, by and between

GRANTOR	GRANTEE
Chesterfield Property Group, LLC, a NC Limited Liability Company	G & J Development, LLC, a NC Limited Liability Company
PO Box 158 Angier, North Carolina 27501	2265 Benson Road Angier, North Carolina 27501

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

W I T N E S S E T H:

THAT said Grantor, for and in consideration of the sum of TEN and no/hundredths DOLLARS (\$10.00) and other good and valuable considerations, receipt of which is hereby acknowledged, has given, granted, bargained, sold, and conveyed, and by these presents does hereby give, grant, bargain, sell, and convey unto said Grantee, its successors and assigns forever, all of that certain piece, parcel, or tract of land situate, lying, and being in Black River Township of said County and State, and more particularly described as follows:

First Parcel:

BEING all of Tract B, containing 25,695 square feet gross, 9066 square feet in right of way, 16,629 square feet net, more or less, as shown upon that map of survey entitled, "Survey For: Troy G. Cotton and wife, Brookie H. Cotton" prepared by Ashworth Land Surveying, dated June 12, 1998 and recorded in Map Number 98-338, Johnston County Registry, reference to which map is hereby made for greater certainty of description.

The above described tract being all of that certain tract or parcel conveyed from Brookie H. Cotton, widow to James M. Johnson, III and Lloyd Stuart Surles by warranty deed dated March 3, 2011 and recorded March 3, 2011 in Deed Book 2843, Page 720, Harnett County Registry.

Second Parcel:

Surveyed and Mapped For: Robert P. Wellons and wife, Su Lou Wellons," prepared by Stancil & Associates, Professional Land Surveyor, P.A., dated December 8, 2010, and revised December 10, 2010, December 16, 2010 and April 5, 2011, and recorded April 13, 2011 in Map Book 2011, Page 223, Harnett County Registry, which plat is incorporated by reference herein and made a part hereof.

The above described parcel being Tract No. 1 as depicted in warranty deed dated May 13, 2011 from Robert P. Wellons et ux to Lloyd Stuart Surles and James W. Johnson, III recorded June 6, 2011 in Deed Book 2872, Page 578, Harnett County Registry. For further reference see: Deed Book 1344, Page 312, Harnett County Registry.

Third Parcel:

All of Tract No. 2, containing 15.491 total acres, more or less (15.267 Net Acres with 0.224 acres located in road R/W) as shown on plat entitled, Owned By, Surveyed and Mapped For: Robert P. Wellons and wife, Su Lou Wellons," prepared by Stancil & Associates, Professional Land Surveyor, P.A., dated December 8, 2010, and revised December 10, 2010, December 16, 2010 and April 5, 2011, and recorded April 13, 2011 in Map Book 2011, Page 223, Harnett County Registry, which plat is incorporated by reference herein and made a part hereof.

The above described parcel being Tract No. 2 as depicted in warranty deed dated May 13, 2011 from Robert P. Wellons et ux to Lloyd Stuart Surles and James W. Johnson, III recorded June 6, 2011 in Deed Book 2872, Page 578, Harnett County Registry. For further reference see: Deed Book 1344, Page 312, Harnett County Registry.

See also:

(1) Boundary Line Agreement between Robert P. Wellons and wife, Su Lou O. Wellons and Max Trevis Adams and wife, Portia H. Adams dated April 27, 2011, and recorded in Deed Book 2860, Page 782, Harnett County Registry.

Boundary Line Agreement between Robert P. Wellons and wife, Su Lou O. Wellons and Margaret J. Matthews dated April 28, 2011, and recorded in Deed Book 2860, Page 787, Harnett County Registry.

The above described three parcels were conveyed from Lloyd Stuart Surles et als to Chesterfield Property Group, LLC by deed dated May 4, 2012 and recorded in Deed Book 3047, Page 541, Harnett County Registry.

Pursuant to MOGS §105-317.2 the Grantor acknowledges that the real property conveyed herein does not include a primary residence.

The herein described lands are conveyed to and accepted by the Grantee subject to all other easements, rights-of-way and restrictions shown on said map and listed on the public record.

This conveyance is expressly made subject to the lien created by Grantor's real 2020, Harnett County ad valorem taxes.

TO HAVE AND TO HOLD the above-described lands and premises, together with all appurtenances thereunto belonging, or in any wise appertaining, unto the Grantee, its successors and assigns forever, but subject, however, to the limitations set out above.

AND the Grantor covenants to and with said Grantee, its successors and assigns that it is lawfully seized in fee simple in said lands and premises, and has full right and power to convey the same to the Grantee (but subject, however, to the limitations set out above) and that said lands and premises are free from any and all encumbrances, except as set forth above, and that it will (and its successors, and assigns shall) forever warrant and defend the title to the same lands and premises, together with the appurtenances thereunto appertaining, unto the Grantee, its successors and assigns against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantor have caused this instrument to be duly executed and delivered, the day and year first above written.

Chesterfield Property Group, LLC, a NC
Limited Liability Company

 (Seal)
James W. Johnson, III, General Manager

By:  (Seal)
Lloyd Stuart Surles, General Manager

STATE OF NORTH CAROLINA
COUNTY OF HARNETT

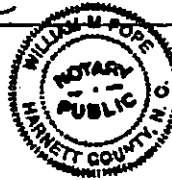
I, William M. Pope, a Notary Public of the County and State aforesaid certify that James W. Johnson, III, General Manager for Chesterfield Property Group, LLC, a NC Limited Liability Company personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

WITNESS my hand and notarial stamp or seal this 19 day of November, 2020.


Notary Public

My commission expires: 04/23/2025

STATE OF NORTH CAROLINA
COUNTY OF HARNETT

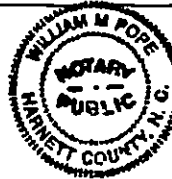


I, William M. Pope, a Notary Public of the County and State aforesaid certify that Lloyd Stuart Surles, General Manager for Chesterfield Property Group, LLC, a NC Limited Liability Company personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

WITNESS my hand and notarial stamp or seal this 19 day of November, 2020.


Notary Public

My commission expires: 04/23/2025



LEGAL DESCRIPTION

G and J Development LLC

Beginning at the northernmost point of Lot 2 of the Wellons Property as recorded in Map Book 2011, Page 223 in the Harnett County Register of Deeds;

THENCE South 62 degrees 07 minutes 16 seconds East for a distance of 1195.87 feet to a point;

THENCE South 24 degrees 33 minutes 52 seconds West for a distance of 449.63 feet to a point;

THENCE South 59 degrees 59 minutes 17 seconds East for a distance of 113.82 feet to a point in the centerline of NC 210 N;

THENCE along the centerline of NC 210 N the following courses and distances: South 37 degrees 24 minutes 07 seconds West for a distance of 58.43 feet to a point;

THENCE South 37 degrees 17 minutes 45 seconds West for a distance of 100.01 feet to a point;

THENCE South 36 degrees 51 minutes 25 seconds West for a distance of 84.17 feet to a point;

THENCE South 36 degrees 51 minutes 25 seconds West for a distance of 15.84 feet to a point;

THENCE South 35 degrees 17 minutes 45 seconds West for a distance of 100.09 feet to a point;

THENCE South 33 degrees 49 minutes 10 seconds West for a distance of 99.98 feet to a point;

THENCE South 32 degrees 16 minutes 17 seconds West for a distance of 100.01 feet to a point;

THENCE South 30 degrees 56 minutes 28 seconds West for a distance of 99.94 feet to a point;

THENCE South 30 degrees 20 minutes 23 seconds West for a distance of 312.81 feet to a point;

THENCE South 30 degrees 00 minutes 32 seconds West for a distance of 125.96 feet to a point;

THENCE leaving the centerline of NC 210 N North 57 degrees 21 minutes 33 seconds West for a distance of 30.25 feet to a point on the western right-of-way of NC 210 N;

THENCE continuing along the western right-of-way of NC 210 N North 30 degrees 03 minutes 37 seconds East for a distance of 102.83 feet to a point in the intersection of right-of-ways of NC 210 N and North Harnett School Road;

THENCE along the western right-of-way of North Harnett School Road the following courses and distances: North 40 degrees 41 minutes 34 seconds West for a distance of 92.57 feet to a point;

THENCE North 41 degrees 45 minutes 04 seconds West for a distance of 64.32 feet to a point;

THENCE North 38 degrees 26 minutes 26 seconds West for a distance of 82.78 feet to a point;

THENCE North 36 degrees 16 minutes 06 seconds West for a distance of 84.72 feet to a point;

THENCE North 33 degrees 50 minutes 51 seconds West for a distance of 84.97 feet to a point;

THENCE North 31 degrees 34 minutes 56 seconds West for a distance of 79.17 feet to a point;

THENCE North 28 degrees 34 minutes 40 seconds West for a distance of 81.61 feet to a point;

THENCE North 25 degrees 21 minutes 28 seconds West for a distance of 83.30 feet to a point;

THENCE North 24 degrees 11 minutes 05 seconds West for a distance of 78.91 feet to a point;

THENCE North 23 degrees 55 minutes 59 seconds West for a distance of 16.00 feet to a point;

THENCE leaving the western right-of-way of North Harnett School Road North 86 degrees 03 minutes 53 seconds West for a distance of 12.11 feet to a point;

THENCE North 01 degrees 11 minutes 04 seconds East for a distance of 96.22 feet to a point in the centerline of North Harnett School Road;

THENCE along the centerline of North Harnett School Road the following courses and distances: North 23 degrees 51 minutes 20 seconds West for a distance of 217.59 feet to a point;

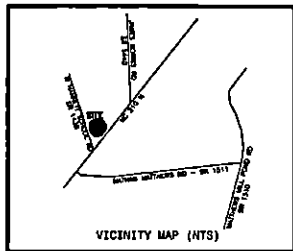
THENCE North 23 degrees 50 minutes 14 seconds West for a distance of 117.40 feet to a point;

THENCE leaving the centerline of North Harnett School Road North 68 degrees 34 minutes 31 seconds East for a distance of 153.55 feet to a point;

THENCE North 00 degrees 46 minutes 40 seconds East for a distance of 757.50 feet to the point and place of beginning.

Together with and subject to covenants, easements, and restrictions of record.

Said property contains 28.357 acres more or less.



N.C. GRID NORTH (NAD 83)
(REF: M.B.2011, PG.223)

State of North Carolina, Harnett County

I, James W. Mauldin, certify that this map was drawn under my supervision from an actual survey made under my supervision, that the facts of preparation are substantiated by testimony and deposition in 1/10/2023, that the boundaries and surveyed are shown as broken lines plotted from information in book "322" map 2822, that this map was prepared in accordance with G.S. 47-30 as amended.

Witness my hand and seal this _____ day of _____, 2023.

SIGNATURE

Licensed Number L-2267

PRELIMINARY PLAT
NOT FOR RECORDATION

- I, James W. Mauldin, Professional Land Surveyor, No. L-2267, certify to you or your agent of the following as indicated by the [X] in the margin:
- That this plat is of a survey that contains a subdivision of land within the town of a county or municipality that has an ordinance that requires growth of land.
 - That this plat is of a survey that is located in each portion of a county or municipality that is completed or in an ordinance that requires growth of land.
 - That this plat is of a survey of an existing parcel or parcels of land.
 - That this plat is of a survey of another category, such as the construction of a survey system, a non-survey survey or other examples in the subdivision of land.
 - That the information provided in this survey is such that I am unable to make a statement as to the fact that any professional ability as to the accuracy of the survey is not [X] stated.

James W. Mauldin, Professional Land Surveyor, No. L-2267

REFERENCES:
M.B.2011, PG.223
M.B.2006, PG.330
D.B.3061, PG.438
OTHER REFERENCES AS SHOWN

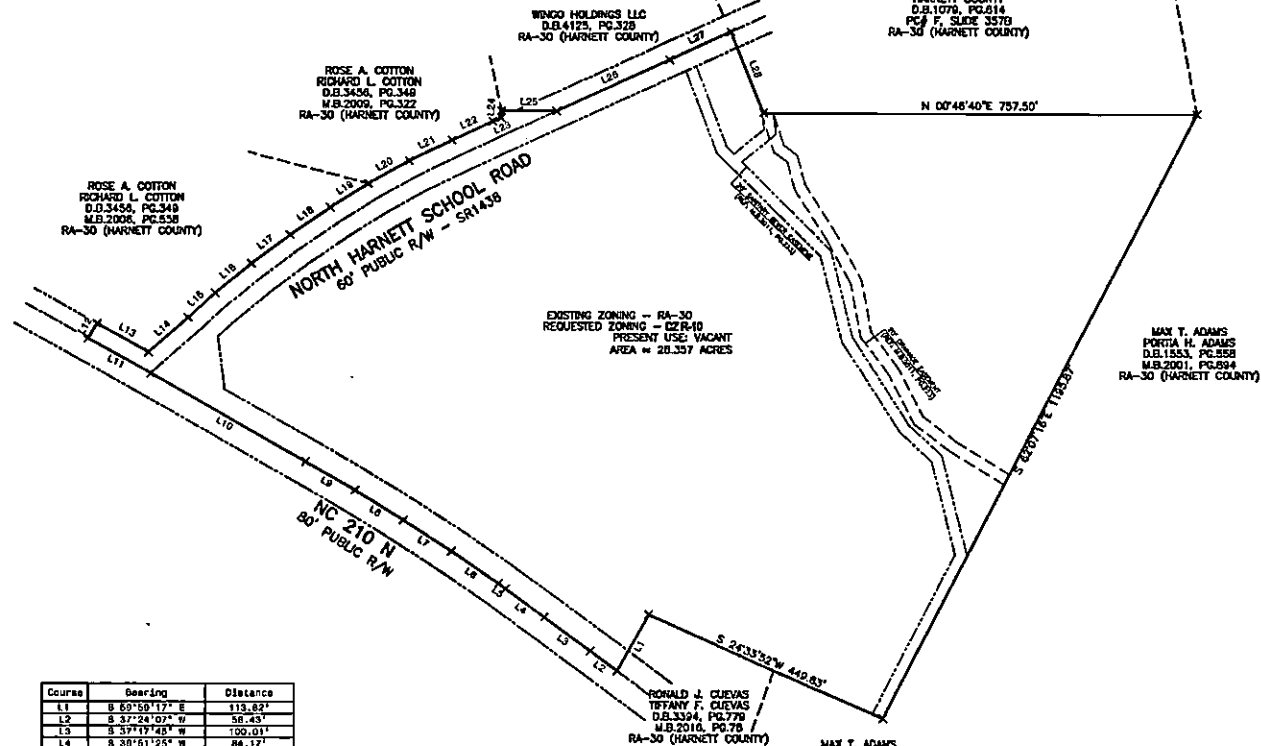
NOTES:
(A.) THE PROPERTY SHOWN HEREON IS SUBJECT TO ALL EASEMENTS OF RECORD AFFECTING SAME.
(B.) NO TITLE SEARCH HAS BEEN PERFORMED BY THIS FIRM DURING THE COURSE OF THIS SURVEY.
(C.) THIS SURVEYOR DOES NOT CERTIFY TO THE EXISTENCE OR NON-EXISTENCE OF ANY UNDERGROUND UTILITIES THAT MAY OR MAY NOT BE PRESENT ON THIS SITE.
(D.) THIS PLAT IS FOR RECORDING PURPOSES ONLY AND SHOULD NOT BE USED TO TRANSFER ANY PROPERTY SHOWN HEREON.

THE SURVEYOR RELIED UPON THE CITY OR COUNTY FOR APPROVAL OF ALL APPLICABLE ORDINANCE AND HAS MADE NO INTERPRETATIONS OF THE ORDINANCES.

- LEGEND
- Existing Iron Pipe (Control Point)
 - Open Station (Not Control Station)
 - Existing Concrete (Control Point)
 - Concrete Monument (Not Control Point)
 - Computed Point Only

All measurements shown are horizontal ground measurements unless otherwise noted.
Area computed by coordinates

Zone: RA-30
Proj: 0652-05-6038.000
0652-05-6432.000
0652-05-0457.000



Course	Bearing	Distance
L1	S 60°50'17" E	113.82'
L2	S 37°24'07" W	58.43'
L3	S 37°17'45" W	100.01'
L4	S 30°51'25" W	84.17'
L5	S 35°17'25" W	15.84'
L6	S 35°17'45" W	100.09'
L7	S 33°40'10" W	89.69'
L8	S 32°18'17" W	100.01'
L9	S 30°56'20" W	35.94'
L10	S 30°20'23" W	312.81'
L11	S 30°00'32" W	125.98'
L12	S 57°21'33" W	30.25'
L13	W 30°03'37" E	102.63'
L14	N 40°41'34" W	92.57'
L15	N 41°45'04" W	64.32'
L16	N 38°26'28" W	82.78'
L17	N 38°16'08" W	54.72'
L18	N 33°50'51" W	84.97'
L19	N 31°34'58" W	76.17'
L20	N 28°04'40" W	81.81'
L21	N 25°21'29" W	53.00'
L22	N 24°11'05" W	78.91'
L23	N 23°55'58" W	16.00'
L24	N 04°03'54" W	12.11'
L25	N 01°11'04" W	56.22'
L26	N 23°51'20" W	217.59'
L27	N 23°50'14" W	117.40'
L28	N 68°34'31" E	152.55'

HARNETT COUNTY
MINIMUM BUILDING
SETBACK REQUIREMENTS

FRONT: 35' FROM R/W
REAR: 25'
SIDE: 10'
CORNER LOT SIDE: 20'



OWNER:
C AND J DEVELOPMENT LLC
2265 BENSON ROAD
ANGIER, N.C. 27501
919-689-1248

REZONING PLAT FOR: TOWN OF ANGIER

BLACK RIVER TOWNSHIP, HARNETT COUNTY, NORTH CAROLINA
SCALE 1" = 150' MARCH 24, 2023

MAULDIN - WATKINS SURVEYING, P.A.
P.O. BOX 444 / 139 N. MAIN ST.
FURQUAY VILLAGE, NORTH CAROLINA 27528
(919) 552-8328 C-028

JOB# 4754
PF:4754REZ CF:4754PTEL



Board of Commissioners Agenda Report

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

MEETING DATE: December 5, 2023
PREPARED BY: Jeff Jones, AICP
ISSUE: Rezoning Request
CONSIDERED:
DEPARTMENT: Planning & Inspections

SUMMARY OF ISSUE:

Staff has received a conditional rezoning request from Meritage Homes to rezone approximately 57.38 acres located along Hwy 55 S, Angier, NC 0673-83-7341 (Harnett)

The applicant is proposing to modify the already approved conditions. Below are the proposed conditions, those highlighted in yellow are the modified conditions.

Conditions to be Incorporated into the Zoning Regulations:

1. The parcel in question shall only be developed with single family residential lots.
2. There shall be no more than 152 total lots on the parcel in question. In the case of a reduction in the total lot count based on unforeseen design constraints, the Planning Director may approve minor adjustments to the proposed subdivision plan.
3. The minimum lot size shall be at least 6,000sqft.
4. There shall be at least 28 lots greater than or equal to 10,000sqft.
5. The minimum lot width shall be 50ft.
6. The minimum building setbacks shall be as required in the R-6 district.
7. The proposed Northbound left-turn lane and Southbound right-turn lane improvements on NC 55 shall be installed per NCDOT standards prior to recordation of the 100th lot in the subdivision.
8. There shall be a Northbound right-turn lane installed on Ennis Rd to serve the proposed access to the subdivision. This turn lane, along with street connection to Ennis Road, shall be installed to NCDOT standards prior to the recordation of any lots shown on the subdivision plan.
9. There shall be a minimum of 19 acres of open space preserved in the proposed subdivision. Open shall be developed in accordance with Chapter 6 of the Angier Zoning Ordinance.
10. The proposed 20ft street buffers along NC 55, Old Buies Creek Rd and Ennis Rd shall be installed per the Type A Buffer standards in Section 7.3 of the Angier Zoning Ordinance.
11. There shall be curb & gutter and 5ft wide sidewalk installed throughout the proposed subdivision on both sides of each proposed street.
12. There shall be curb & gutter and 5ft wide sidewalk installed along the existing roadways

adjacent to the subdivision which stub to the North and South of the property in question
– Includes: NC 55, Old Buies Creek Rd and Ennis Rd
There shall be a 15ft Type A landscaping buffer installed along the rear of Lots 40-43 adjacent to
the neighboring property prior to recordation of these lots

The current zoning is Angier R-6CZ and the requested zoning is R-6 CZ.

The Planning Board recommended approval of the rezoning request at their November 14th meeting.

Attached is the rezoning application and staff report for your review.

FINANCIAL IMPACT: N/A

RECOMMENDATION: Staff recommends approval of the requested.

REQUESTED MOTION: I move to approve the rezoning request to R-6 CZ.

REVIEWED BY TOWN MANAGER:

Attachments:

Rezoning Application
Staff Report



REZONING STAFF REPORT

Staff Contact:

Jeff Jones
jajones@angier.org
(919) 639-2071

Planning Board: November 14, 2023

Public Hearing: December 5, 2023

Requested Rezoning: R-6 CZ to R-6 CZ

Applicant Information

Owner of Record:

Name: Meritage Homes
Address: 3300 Paramount Pkwy
City/State/Zip: Raleigh, NC 27560

Applicant:

Name: Meritage Homes
Address: 3300 Paramount Pkwy
City/State/Zip: Raleigh, NC 27560

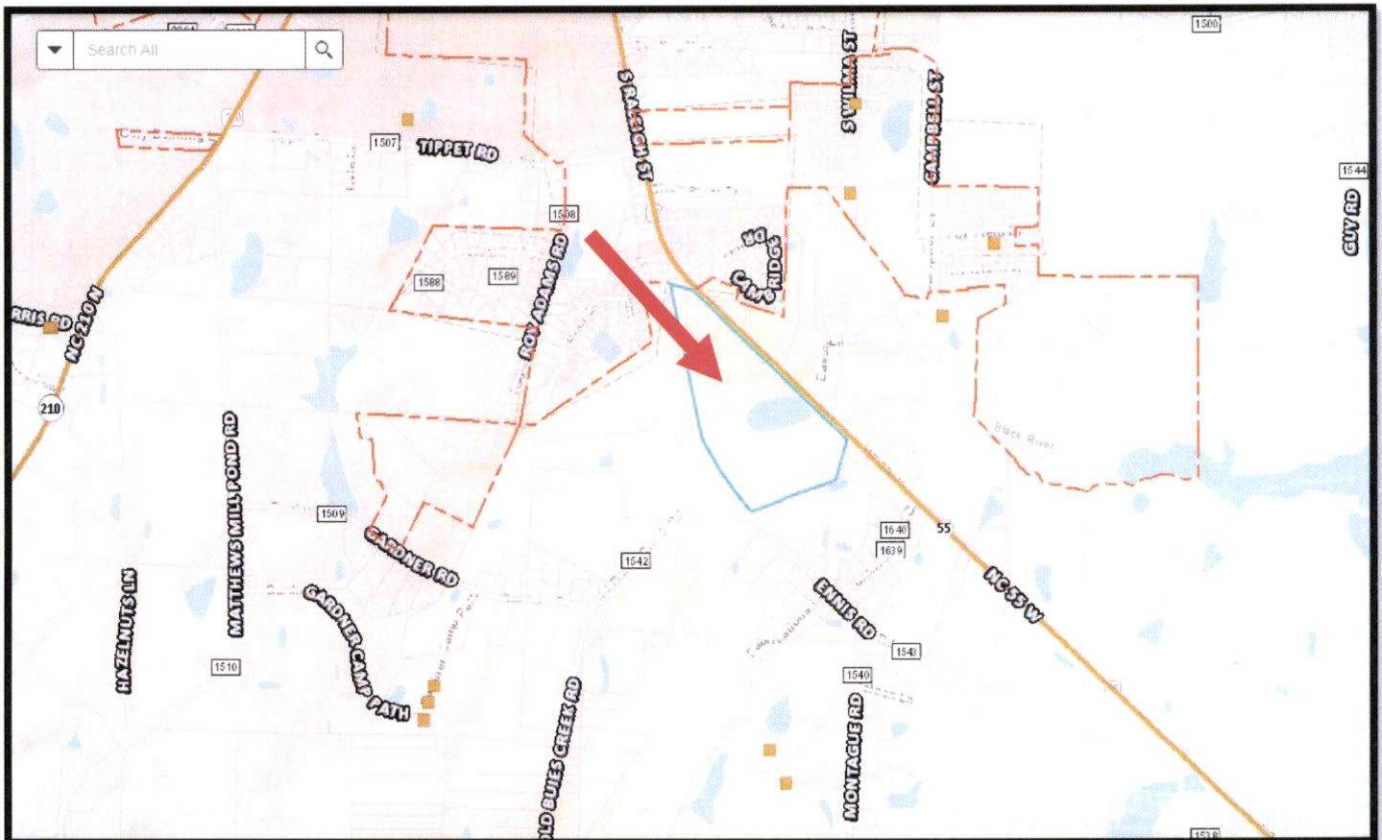
Property Description

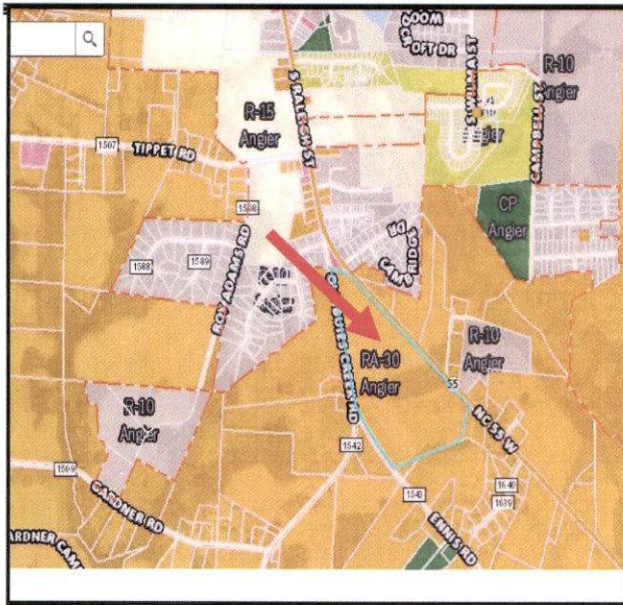
PIN(s): Harnett: 0673-83-7341.000

Acreage: 57.38 Acres

Address: NC 55 W., Angier, NC

Vicinity Map





	CURRENT R-6 CZ	PROPOSED R-6 CZ
Min. Lot Size	6,000sqft	6,000sqft
Parks & Recreation Facilities	P	
Single Family	P	P
Multi-Family		
Schools	P	
Retail		
Churches	S	
Government Uses		
Agriculture	P	

P=Permitted Use S=Special Use

Zoning Compatibility

Physical Characteristics



Aerial Photograph (2017)

Site Description: The properties is currently vacant agricultural land.

Surrounding Land Uses: Surrounding Land Uses include low and medium density residential, as well as a nearby church and office building

Services Available

Water:

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

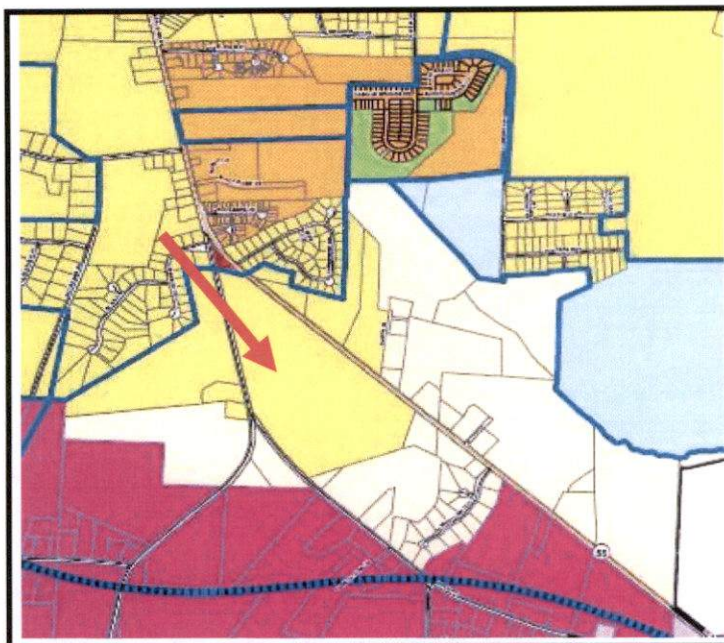
Sewer:

- ☒ Public
☐ Private (Septic Tank)

Transportation:

Accessed by NC 55 W, Old Buies Creek Rd, Ennis Rd

Land Use Classification Compatibility



Future Land Use Map (2021)

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

The Rezoning Requested *Is Compatible* With The Medium Density Residential Classification Shown On The Future Land Use Map

Subdivision Plan

152 Lots

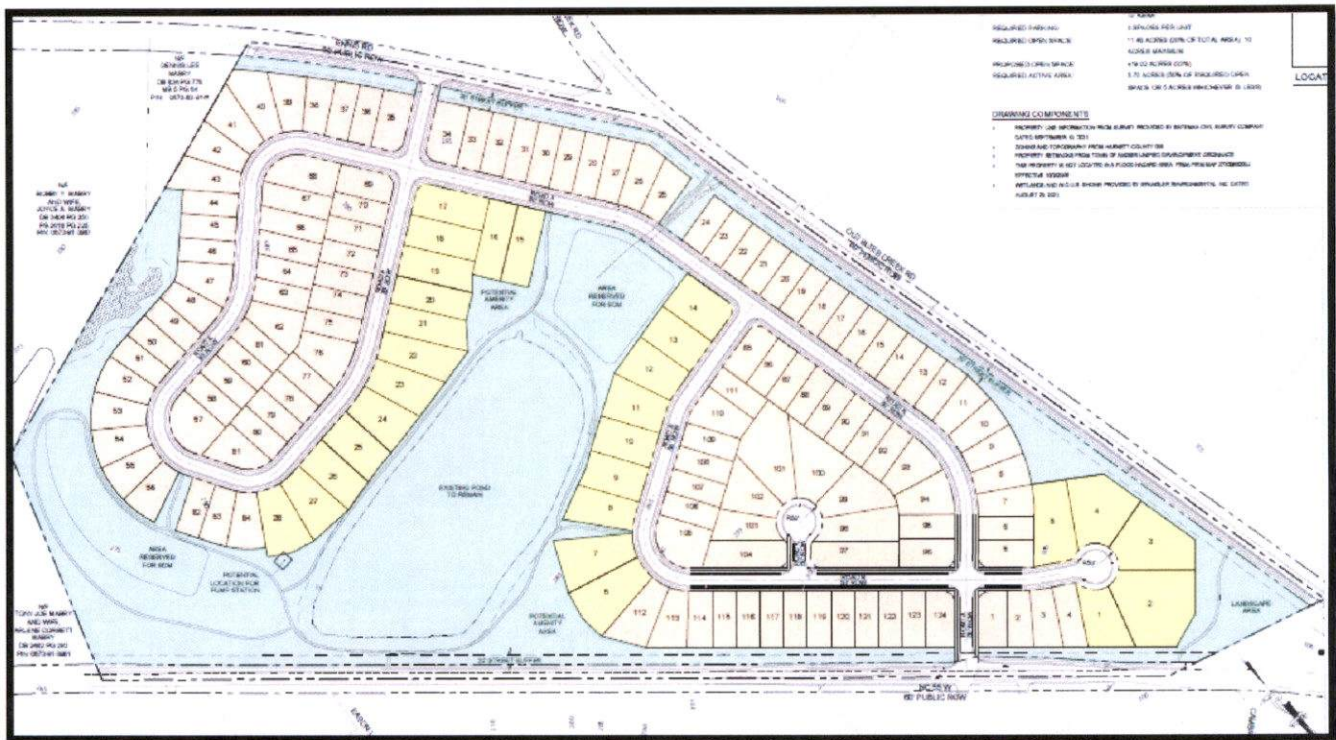
Density: 2.6 Units per Acre

(Tan) 6,000+ sqft lots: **124**

(Yellow) 10,000+ sqft lots: **28**

Total Open Space: 19.02 Acres

Active Open Space: 5.73 Acres



The applicant is proposing to modify the already approved conditions. Below are the proposed conditions, those highlighted in yellow are the modified conditions.

Conditions to be Incorporated into the Zoning Regulations:

1. The parcel in question shall only be developed with single family residential lots.
2. There shall be no more than 152 total lots on the parcel in question. In the case of a reduction in the total lot count based on unforeseen design constraints, the Planning Director may approve minor adjustments to the proposed subdivision plan.
3. The minimum lot size shall be at least 6,000sqft.
4. There shall be at least 28 lots greater than or equal to 10,000sqft.
5. The minimum lot width shall be 50ft.
6. The minimum building setbacks shall be as required in the R-6 district.
7. The proposed Northbound left-turn lane and Southbound right-turn lane improvements on NC 55 shall be

installed per NCDOT standards prior to recordation of the 100th lot in the subdivision.

8. There shall be a Northbound right-turn lane installed on Ennis Rd to serve the proposed access to the subdivision. This turn lane, along with street connection to Ennis Road, shall be installed to NCDOT standards prior to the recordation of any lots shown on the subdivision plan.
9. There shall be a minimum of 19 acres of open space preserved in the proposed subdivision. Open shall be developed in accordance with Chapter 6 of the Angier Zoning Ordinance.
10. The proposed 20ft street buffers along NC 55, Old Buies Creek Rd and Ennis Rd shall be installed per the Type A Buffer standards in Section 7.3 of the Angier Zoning Ordinance.
11. There shall be curb & gutter and 5ft wide sidewalk installed throughout the proposed subdivision on both sides of each proposed street.
12. There shall be curb & gutter and 5ft wide sidewalk installed along the existing roadways adjacent to the subdivision which stub to the North and South of the property in question – Includes: NC 55, Old Buies Creek Rd and Ennis Rd
13. There shall be a 15ft Type A landscaping buffer installed along the rear of Lots 40-43 adjacent to the neighboring property prior to recordation of these lots.

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 residential uses that will be compatible with surrounding uses.
- ☒ Yes ☐ No The requested zoning district is COMPATIBLE with the existing Land Use Classification.
REASONING: The requested zoning would allow for residential uses in line with the Medium Density Residential classification.
- ☒ Yes ☐ No The proposal does ENHANCE or maintain the public health, safety and general welfare.
REASONING: The rezoning would allow for uses that will be compatible with surrounding uses.
- ☒ Yes ☐ No The request is for a SMALL SCALE REZONING and should be evaluated for reasonableness
REASONING: proposed rezoning would allow for uses and density that will be compatible with surrounding uses.

Staff Recommendation

The rezoning in question is compatible with the Future Land Use Map. The proposed rezoning to CZ-R-6 would allow for residential uses that are compatible with the surrounding residential uses. It is recommended that this rezoning request be **APPROVED WITH THE CONDITIONS SHOWN ON THE LIST OF CONDITIONS PROVIDED.**

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

The proposed rezoning to R-6 CZ is in keeping with The Town's Land Use Plan for areas of similar characteristics. The rezoning request 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

At their November 14th meeting, the Planning Board recommended **APPROVAL** of the proposed Conditional rezoning.

Attachments

☒ Original Rezoning Application



APPLICATION FOR ZONING CHANGE
Angier Planning Department
55 N. Broad Street W.
Angier, NC 27501
(919)-331-6702



Total Fee: \$400.00
Receipt: _____
Permit: _____
Date: _____
Case #: _____

Property Owner:

Name Meritage Homes of the Carolinas Inc.
Address 3300 Paramount Pkwy. Ste. 120
City/State/Zip: Morrisville, NC 27560
E-mail: scott.roylance@meritagehomes.com
Phone: 919-926-2613

Applicant:

Name: Same as Property Owner
Address: _____
City/State/Zip: _____
E-mail: _____
Phone: _____

Property Description

PIN(s): 0673-83-7341 Acreage: 53.95 acres (Acreage doesn't include R/W)
Address: NC 55W NC
Deed
Book: 4189 Page: 2012-2015

Rezoning Request:

Existing zoning district:

CZ R-6

Requested zoning district:

CZ R-6

Required Attachments:

- Deed of the property in question showing the current legal owner
- Recorded map of the property OR Survey of the property at a scale of not less than one (1) inch = 200 feet
- Explanation of why the zoning change is requested, addressing applicable portions of Section 14.3 of the Ordinance

Signatures:

The undersigned applicant hereby certifies that, to the best of his or her knowledge, all information supplied with this application is true and accurate, and that the applicant certifies that they have the legal authority to sign this application as the property owner or authorized agent:

<div style="border-bottom: 1px solid black; padding-bottom: 2px;"><small>DocuSigned by:</small>  <small>88DD962CC777421...</small></div> <div>Property Owner Signature</div>	<div style="border-bottom: 1px solid black; padding-bottom: 2px;">10/9/2023</div> <div>Date</div>
---	---

OR

<div style="border-bottom: 1px solid black; padding-bottom: 2px;"></div> <div>Authorized Agent Signature</div>	<div style="border-bottom: 1px solid black; padding-bottom: 2px;"></div> <div>Date</div>
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Town of Angier Zoning Ordinance

14.3.3 Map amendments (rezonings).

A. For all map amendments (rezonings), applications shall contain a statement regarding the consistency of the request with adopted town plans and the surrounding area.

B. For conditional zoning map amendments (rezonings), the application shall be accompanied by a description of the use or uses proposed and any conditions being proposed by the applicant. The applicant shall also provide a statement of reasonableness regarding the request on the application. In addition to the application, the applicant shall submit a site-specific plan.

BEING ALL THAT PARCEL OF LAND NOW OR FORMERLY OF MERITAGE HOMES OF THE CAROLINAS INC (PIN: 0673-83-7341) LYING IN THE TOWN OF ANGIER, BLACK RIVER TOWNSHIP, HARNETT COUNTY, NORTH CAROLINA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A RAILROAD SPIKE FOUND ON THE CENTERLINE OF ENNIS ROAD AND THE SOUTHERN CORNER OF THE HEREIN DESCRIBED PARCEL OF LAND, SAID SPIKE BEING THE TRUE POINT OF BEGINNING AND HAVING NORTH CAROLINA STATE PLAIN COORDINATES OF N: 2,078,744.77 AND E: 632,128.44; THENCE, WITH THE CENTERLINE OF ENNIS ROAD, N43°04'04"W A DISTANCE OF 29.80 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, N41°09'14"W A DISTANCE OF 107.55 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, N39°44'13"W A DISTANCE OF 92.22 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, N37°42'33"W A DISTANCE OF 100.10 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, N36°01'45"W A DISTANCE OF 101.64 FEET TO A PK NAIL SET; THENCE, N36°05'39"W A DISTANCE OF 469.95 FEET TO A PK NAIL SET IN THE CENTERLINE OF OLD BUIES CREEK ROAD; THENCE, WITH THE CENTERLINE OF OLD BUIES CREEK ROAD, N09°32'25"W A DISTANCE OF 106.09 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, N11°32'58"W A DISTANCE OF 96.68 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, N12°21'09"W A DISTANCE OF 151.61 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, N12°48'42"W A DISTANCE OF 219.15 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, N12°48'44"W A DISTANCE OF 217.35 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, N11°57'31"W A DISTANCE OF 542.06 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, N11°59'08"W A DISTANCE OF 362.84 FEET TO A PK NAIL SET; THENCE, LEAVING SAID CENTERLINE, N85°24'13"E A DISTANCE OF 30.36 FEET TO A ¾" IRON PIPE SET; THENCE, N85°24'13"E A DISTANCE OF 199.56 FEET TO A ¾" IRON PIPE SET ON THE WESTERN RIGHT OF WAY OF NC HIGHWAY 55; THENCE, WITH THE RIGHT OF WAY OF NC HIGHWAY 55, S46°11'04"E A DISTANCE OF 22.42 FEET TO A ½" IRON REBAR FOUND; THENCE, CONTINUING WITH SAID RIGHT OF WAY, S48°16'02"E 48.43 FEET TO A ½" IRON PIPE FOUND; THENCE, LEAVING SAID RIGHT OF WAY, S74°08'39"E A DISTANCE OF 68.88 FEET TO A PK NAIL SET IN THE CENTERLINE OF NC HIGHWAY 55; THENCE, WITH THE CENTERLINE OF NC HIGHWAY 55, S48°11'46"E A DISTANCE OF 758.90 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, S48°10'31"E A DISTANCE OF 1,010.86 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, S48°13'21"E A DISTANCE OF 280.46 FEET TO A PK NAIL SET; THENCE, CONTINUING WITH SAID CENTERLINE, S48°14'15"E A DISTANCE OF 233.08 FEET TO A PK NAIL SET; THENCE, LEAVING SAID RIGHT OF WAY, S19°52'41"W A DISTANCE OF 520.59 FEET TO A 2/3" IRON PIPE SET; THENCE, S72°06'59"W A DISTANCE OF 1,020.26 FEET TO THE POINT OF BEGINNING.

SAID PARCEL OF LAND CONTAINS 2,498,351 SQUARE FEET OR 57.35 ACRES MORE OR LESS.

LESS AND EXCEPT THE RIGHT OF WAY OF ENNIS ROAD, THE RIGHT OF WAY OF OLD BUIES CREEK ROAD AND THE RIGHT OF WAY OF NC HIGHWAY 55

PRESENTATIONS

ORGANIZATIONAL MEETING

NC General Statute as it relates to the Organizational Meeting

160A-68. Organizational meeting of council.

(a) The council may fix the date and time of its organizational meeting. The organizational meeting may be held at any time after the results of the municipal election have been officially determined and published pursuant to Article 27 of Chapter 163A of the General Statutes but not later than the date and time of the first regular meeting of the council in December after the results of the municipal election have been certified pursuant to that Subchapter. If the council fails to fix the date and time of its organizational meeting, then the meeting shall be held on the date and at the time of the first regular meeting in December after the results of the municipal election have been certified pursuant to Article 27 of Chapter 163A of the General Statutes.

(b) At the organizational meeting, the newly elected mayor and councilmen shall qualify by taking the oath of office prescribed in Article VI, Section 7 of the Constitution. The organization of the council shall take place notwithstanding the absence, death, refusal to serve, failure to qualify, or nonelection of one or more members, but at least a quorum of the members must be present.

(c) All local acts or provisions of city charters which prescribe a particular meeting day or date for the organizational meeting of a council are hereby repealed. (1971, c. 698, s. 1; 1973, c. 426, s. 13; c. 607; 1979, c. 168; 1979, 2nd Sess., c. 1247, s. 2; 2017-6, s. 3.)

OATHS OF OFFICE



Town of Angier

www.angier.org

Robert K. Smith
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

NORTH CAROLINA
HARNETT COUNTY
TOWN OF ANGIER

OATH OF OFFICE

"I, Robert M. Jusnes, Sr., do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Mayor of the Town of Angier according to the best of my skill and ability, according to law; so help me, God."

Robert M. Jusnes, Sr.

*Sworn to and subscribed before me
This 5th day of December, 2023*

Veronica Hardaway, Town Clerk





Town of Angier

www.angier.org

Robert K. Smith
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

NORTH CAROLINA
HARNETT COUNTY
TOWN OF ANGIER

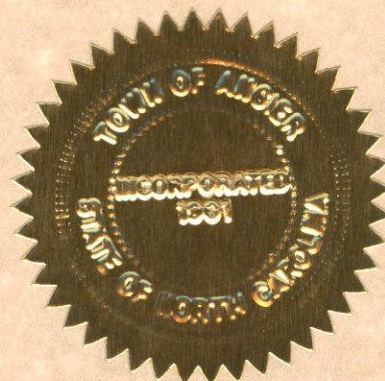
OATH OF OFFICE

"I, Ashley Strickland, do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Commissioner of the Town of Angier according to the best of my skill and ability, according to law; so help me, God."

Ashley Strickland

*Sworn to and subscribed before me
This 5th day of December, 2023*

Veronica Hardaway, Town Clerk





Town of Angier

www.angier.org

Robert K. Smith
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

NORTH CAROLINA
HARNETT COUNTY
TOWN OF ANGIER

OATH OF OFFICE

"I, Sheveil Harmon, do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Commissioner of the Town of Angier according to the best of my skill and ability, according to law; so help me, God."

Sheveil Harmon

*Sworn to and subscribed before me
This 5th day of December, 2023*

Veronica Hardaway, Town Clerk



ELECTION OF MAYOR PRO-TEMPORE



Board of Commissioners Agenda Report

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

MEETING DATE: December 5, 2023
PREPARED BY: Veronica Hardaway
ISSUE: Election of the Mayor Pro-Tempore
CONSIDERED:
DEPARTMENT: Governing Board

SUMMARY OF ISSUE: Pursuant to NCGS 160A-70 & Article II, Section 2-36 of the Town Code of Ordinances, the new Board is to elect a Mayor Pro-Tem amongst its members. Please refer to the Town of Angier Charter Article II, Section 2.4 for Mayor Pro-Tem responsibilities.

§ 160A-70. Mayor pro tempore; disability of mayor.

At the organizational meeting, the council shall elect from among its members a mayor pro tempore to serve at the pleasure of the council. A councilman serving as mayor pro tempore shall be entitled to vote on all matters and shall be considered a councilman for all purposes, including the determination of whether a quorum is present. During the absence of the mayor, the council may confer upon the mayor pro tempore any of the powers and duties of the mayor. If the mayor should become physically or mentally incapable of performing the duties of his office, the council may by unanimous vote declare that he is incapacitated and confer any of his powers and duties on the mayor pro tempore. Upon the mayor's declaration that he is no longer incapacitated, and with the concurrence of a majority of the council, the mayor shall resume the exercise of his powers and duties. In the event both the mayor and the mayor pro tempore are absent from a meeting, the council may elect from its members a temporary chairman to preside in such absence. (1971, c. 698, s. 1; 1979, 2nd Sess., c. 1247, s. 4.)

Article II, Section 2-36 of the Town Code of Ordinances

Sec. 2-36. - Election of mayor pro tempore.

At the organizational meeting, the board of commissioners shall elect from among its members a mayor pro tempore to serve at the pleasure of the board.

FINANCIAL IMPACT: N/A

RECOMMENDATION: N/A

REQUESTED MOTION: Nomination & Motion to approve Mayor Pro-Tempore

REVIEWED BY TOWN MANAGER: This has been reviewed by the Town Manager.

Attachments: Mayor Pro-Tem Oath of Office



Town of Angier

www.angier.org

Robert M. Jusnes, Sr.
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

NORTH CAROLINA
HARNETT COUNTY
TOWN OF ANGIER

OATH OF OFFICE

"I, _____, do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Mayor Pro-Tem of the Town of Angier according to the best of my skill and ability, according to law; so help me, God."

Mayor Pro-Tem

*Sworn to and subscribed before me
This 5th day of December, 2023*

Veronica Hardaway, Town Clerk



NEW BUSINESS



Board of Commissioners Agenda Report

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

MEETING DATE: December 5, 2023
PREPARED BY: Veronica Hardaway
ISSUE Re-appointment of Town Attorney
CONSIDERED:
DEPARTMENT: Governing Board

SUMMARY OF ISSUE: Per the Town of Angier Code of Ordinances Chapter 2, Article III, Division 4, Section 2-141. The Town Board shall appoint or reappoint a Town Attorney at the first meeting after their election.

FINANCIAL IMPACT: Funds have been budgeted, there is no impact to this year's budget.

RECOMMENDATION:

REQUESTED MOTION: I make a motion to reappoint Dan Hartzog Jr., as the Town of Angier's attorney.

REVIEWED BY TOWN MANAGER: This has been reviewed by the Town Manager.

Attachments: None.



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
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MEETING DATE:	December 5, 2023
PREPARED BY:	Veronica Hardaway
ISSUE	Resolution #R018-2023 to Adopt the Town's 2024 Holiday Schedule
CONSIDERED:	
DEPARTMENT:	Governing Board

SUMMARY OF ISSUE: Each year the Board adopts the Town's holiday schedule.

FINANCIAL IMPACT: N/A

RECOMMENDATION:

REQUESTED MOTION: I make a motion to approve the 2024 Holiday Schedule as presented.

REVIEWED BY TOWN MANAGER: This has been reviewed by the Town Manager.

Attachments: Resolution #R018-2023



Town of Angier

www.angier.org

Robert M Jusnes, Sr.
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

Resolution No.: R018-2023

Date Submitted: December 5, 2023

Date Adopted: December 5, 2023

A RESOLUTION ADOPTING THE 2024 HOLIDAY SCHEDULE FOR THE TOWN OF ANGIER

WHEREAS, the Town of Angier follows the State of North Carolina Holiday Schedule. The following days, and other such days as the Board of Commissioners may designate, are holidays with full pay for employees and officers of the Town; and

THEREFORE, BE IT RESOLVED, by the Mayor and Board of Commissioners of the Town of Angier, North Carolina, that the following holiday schedule for 2024 be adopted:

January 1, 2024	New Year's Day	Monday
January 15, 2024	Martin Luther King Jr.'s Birthday	Monday
February 19, 2024	Presidents Day	Monday
March 29, 2024	Good Friday	Friday
May 27, 2024	Memorial Day	Monday
June 19, 2024	Juneteenth	Wednesday
July 4, 2024	Independence Day	Thursday
September 2, 2024	Labor Day	Monday
October 14, 2024	Columbus Day	Monday
November 11, 2024	Veteran's Day	Monday
November 28 & 29, 2024	Thanksgiving	Thursday & Friday
December 24, 25, & 26, 2024	Christmas	Tues., Wed., & Thur.

*Duly adopted by the Angier Town Board meeting in regular session this
the 5th day of December, 2023.*

Robert M. Jusnes, Sr., 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:	December 5, 2023
PREPARED BY:	Veronica Hardaway
ISSUE	Resolution #R019-2023 to Adopt the Board of Commissioner's 2024
CONSIDERED:	Meeting Schedule
DEPARTMENT:	Governing Board

SUMMARY OF ISSUE: Pursuant to NCGS 160A-71; the Board shall fix a time and place for its regular meetings. Adoption of this schedule does not preclude the Board of Commissioners from calling Special or Emergency meetings.

FINANCIAL IMPACT: N/A

RECOMMENDATION:

REQUESTED MOTION: I make a motion to approve the 2024 Meeting Schedule as presented.

REVIEWED BY TOWN MANAGER: This has been reviewed by the Town Manager.

Attachments: Resolution #R019-2023

NC General Statute as it relates to the Meeting Schedule

160A-71. Regular and special meetings; recessed and adjourned meetings; procedure.

(a) The council shall fix the time and place for its regular meetings. If no action has been taken fixing the time and place for regular meetings, a regular meeting shall be held at least once a month at 10:00 A.M. on the first Monday of the month.

(b) (1) The Mayor, the mayor pro tempore, or any two members of the council may at any time call a special council meeting by signing a written notice stating the time and place of the meeting and the subjects to be considered. The notice shall be delivered to the mayor and each councilman or left at his usual dwelling place at least six hours before the meeting. Only those items of business specified in the notice may be transacted at a special meeting, unless all members are present or have signed a written waiver of notice. In addition to the procedures set out in this subsection or any city charter, a person or persons calling a special meeting of the city council shall comply with the notice requirements of Article 33C of General Statutes Chapter 143.

(2) Special meetings may be held at any time when the mayor and all members of the council are present and consent thereto, or when those not present have signed a written waiver of notice.

(3) During any regular meeting, or any duly called special meeting, the council may call or schedule a special meeting, provided that the motion or resolution calling or scheduling any such special meeting shall specify the time, place and purpose or purposes of such meeting and shall be adopted during an open session.

(b1) Any regular or duly called special meeting may be recessed to reconvene at a time and place certain, or may be adjourned to reconvene at a time and place certain, by the council.

(c) The council may adopt its own rules of procedure, not inconsistent with the city charter, general law, or generally accepted principles of parliamentary procedure. (1917, c. 136, such. 13, s. 1; C.S., s. 2822; 1971, c. 698, s. 1; 1973, c. 426, s. 14; 1977, 2nd Sess., c. 1191, s. 7; 1979, 2nd Sess., c. 1247, s. 5; 1989, c. 770, s. 37.)



Town of Angier

www.angier.org

Robert M. Jusnes, Sr.
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

Resolution No.: R019-2023

Date Submitted: December 5, 2023

Date Adopted: December 5, 2023

A RESOLUTION ADOPTING THE 2024 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:

Wednesday	Jan. 10, 2024	6:30 pm	Angier Municipal Building
Tuesday	Jan. 16, 2024*	6:30pm	Angier Municipal Building
Tuesday	Feb. 6, 2024	6:30 pm	Angier Municipal Building
Tuesday	March 5, 2024	6:30 pm	Angier Municipal Building
Tuesday	March 19, 2024*	6:30pm	Angier Municipal Building
Tuesday	April 2, 2024	6:30 pm	Angier Municipal Building
Tuesday	May 7, 2024	6:30 pm	Angier Municipal Building
Tuesday	May 21, 2024*	6:30pm	Angier Municipal Building
Tuesday	June 4, 2024	6:30 pm	Angier Municipal Building
Tuesday	June 18, 2024*	6:30pm	Angier Municipal Building
Tuesday	July 2, 2024	6:30 pm	Angier Municipal Building
Tuesday	Aug. 6, 2024	6:30 pm	Angier Municipal Building
Tuesday	August 20, 2024*	6:30pm	Angier Municipal Building
Tuesday	Sept. 3, 2024	6:30 pm	Angier Municipal Building
Tuesday	Oct. 1, 2024	6:30 pm	Angier Municipal Building
Tuesday	Oct. 22, 2024*	6:30pm	Angier Municipal Building
Wednesday	Nov. 6, 2024	6:30 pm	Angier Municipal Building
Tuesday	Dec. 3, 2024	6:30 pm	Angier Municipal Building
Tuesday	Dec. 17, 2024*	6:30pm	Angier Municipal Building

****Town officials reserve the third Tuesday of each month for any additional Special-Called meetings or Agenda Workshops.***

Adopted by the Angier Board of Commissioners on this the 5th day of December, 2023.



Town of Angier

www.angier.org

Robert M. Jusnes, Sr.
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

ATTEST:

Robert M. Jusnes, Sr., Mayor

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:	December 5, 2023
PREPARED BY:	Elizabeth Krige
ISSUE	Board Opening & Application Procedures Policy
CONSIDERED:	
DEPARTMENT:	Governing Board

SUMMARY OF ISSUE: Guidelines to promote greater citizen involvement through advisory and appointed boards.

FINANCIAL IMPACT: No financial impact.

RECOMMENDATION: Approve the proposed guidelines to promote transparency and greater civic engagement.

REQUESTED MOTION: I make a motion to approve the Guidelines for Advisory/Appointed Board member selection.

REVIEWED BY TOWN MANAGER: This has been reviewed by the Town Manager.

Attachments: Board Opening & Application Procedures Policy



Town of Angier

Robert M. Jusnes, Sr.
Mayor

Elizabeth Krige
Town Manager

Date Submitted: December 5, 2023

Date Adopted: December 5, 2023

BOARD OPENING AND APPLICATION PROCEDURES POLICY

A. Purpose

The purpose of this policy statement is to develop a preferred process for the Board of Commissioners to populate boards, committees, and subcommittees of the Board (herein referred to as Board Appointments) and provide a transparent and consistent process for all applicants to be considered by the Town Board. Additionally, this written process will clearly outline for citizens the process the Board uses for Board Appointments. The Town Board may, by majority vote, decide to waive, vary, or otherwise modify the process outlined in this policy.

B. Annual Recruitment and Application Process

Applications will only be accepted from October 1 to the first Monday of December.

The Town Clerk shall post a notice in one or more conspicuous locations at Town Hall and at other town-owned facilities as deemed appropriate at all times during the months of October and November of each year. This notice shall specify the vacancies for all appointed boards and committees and will set forth the details regarding the application procedure and the deadline for receipt of applications which shall be the first Monday of December. The Town Clerk will also advertise these vacancies utilizing the most effective advertising tools available each year to seek applicants from all segments of the community, representing various interests and groups.

In order to be eligible for appointment to any appointed boards and committees, a person must file an application on a form provided by the Town Clerk or available on the Town's website and meet the eligibility requirements as specified in the Ordinance. In order to be considered by the Town Board, an application must be filed with the Town Clerk not later than the first Monday of December preceding the beginning of the term for which the appointment is desired. This shall not apply to appointments to fill vacancies for unexpired portions of terms. All applications that meet the eligibility requirements will be forwarded to the Town Board.

The Town Clerk will distribute copies of all applications to each Town Board member during the month of December. Unless otherwise directed, the Town Board as a whole shall consider all applications received for appointment to all appointed boards and committees, and shall make such appointments as it deems appropriate. These appointments shall be made in January of



Town of Angier

Robert M. Jusnes, Sr.
Mayor

Elizabeth Krige
Town Manager

each year. Applicants not selected shall submit a new application during the next application period for further consideration.

C. Process to Fill Vacancies or Create New Board Positions

The Town Clerk shall post a notice in one or more conspicuous locations at Town Hall or at other town-owned properties as deemed appropriate, and on the Town's website at all times for a minimum of 14 days following the resignation or dismissal of a board member or the creation of a new board. This notice shall specify the vacancies for the board, and will set forth the details regarding the application procedure and the deadline for receipt of applications, which shall be a minimum of 14 days following the posting of the vacancy. The Town Clerk will also advertise these vacancies utilizing the most effective advertising tools available each year to seek applicants from all segments of the community, representing various interests and groups.

In order to be eligible for appointment to the board, a person must file an application on a form provided by the Town Clerk or on the Town's website and meet all eligibility requirements as specified by the Town Board. In order to be considered by the Town Board, an application must be filed with the Town Clerk not later than the advertised application period deadline.

The Town Clerk will distribute copies of all applications to each Town Board member with the next available Town Board meeting packet after the completion of the application period deadline. Unless otherwise directed, the Town Board as a whole shall consider all applications received for appointment to all appointed boards and committees, and shall make such appointments as it deems appropriate. These appointments shall be made at the next regular Town Board meeting. Applicants not selected shall submit a new application during the next application period for further consideration.

D. Selection of Appointments

In reviewing applications, Town Board members will take into consideration the specific composition requirements by statute or enabling ordinance of the board. Town Board members will strive to appoint applicants that reflect the current community makeup and community values.

The Town Board will determine their method for selecting members to fill vacancies. The Town Board shall vote by simple majority to select the appointees.

After the Town Board has approved the slate of appointments, applicants will be notified as follows:

- Those who were appointed will be notified by the Department with which the board works to advise them of their appointment status.



Town of Angier

Robert M. Jusnes, Sr.
Mayor

Elizabeth Krige
Town Manager

- Those who were not appointed will be notified by the Clerk's office to advise them that they were not selected, and that they must reapply in order to be considered for future vacancies.

G. Retention of Applications

Applications of successful candidates will be retained in the Town Clerk's office for a period consistent with the NCDNCR Retention Schedule. (Currently this period is one year after the expiration of the appointee's term of office.)

Applications of candidates who are not appointed will be destroyed once appointments have been made by the Town Board and appointees have been sworn in to their positions.

Adopted by the Angier Board of Commissioners on this the 5th day of December, 2023.

ATTEST:

Robert M. Jusnes, Sr., Mayor

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: December 5, 2023
PREPARED BY: Jimmy Cook
ISSUE Resolution #R020-2023 of Support Lead Line Replacement
CONSIDERED:
DEPARTMENT: Water Department

SUMMARY OF ISSUE:

EPA requirements for Utility Systems to inventory their water system for Lead serve lines.

1. The staff is requesting the Board give authorization to the Manager to proceed with hiring WithersRavenel at a cost of (\$7,500) dollars to process the Grant/loan application with a max Grant/Loan amount of \$500,000.
2. Resolution by The Town of Angier for Lead Service Line Find and Replace Project.

FINANCIAL IMPACT:

1. \$7,500 to WithersRavenel to process the Grant/loan application
2. \$500,000 if the Town is approved for a State loan and or grant award and all remaining cost of the project.

RECOMMENDATION: Staff recommends approval

REQUESTED MOTION:

I make a motion to approve the proposed Resolution to request State loan and/or grant assistance for the Lead Service Line find and Replace project and authorize the Manager to proceed with hiring WithersRavenel to process the Grant/loan application

REVIEWED BY TOWN MANAGER:

Attachments: See attached Resolution



Town of Angier

Robert M. Jusnes, Sr.
Mayor

Elizabeth Krige
Town Manager

Resolution No.: R020-2023
Date Submitted: December 5, 2023
Date Adopted: December 5, 2023

A RESOLUTION BY GOVERNING BOARD OF APPLICANT

WHEREAS, the Town of Angier has need for and intends to, plan for, or conduct a study and replace lead service line in a project described as the Town of Angier Lead Service Line Find and Replace Project; and

WHEREAS, the Town of Angier intends to request State loan and/or grant assistance for the project; and

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF ANGIER:

That the Town of Angier, the Applicant, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the Applicant will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the Applicant will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the Applicant agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Angier to make a scheduled repayment of the loan, to withhold from the Town of Angier any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Elizabeth Krige, Town Manager, the Authorized Representative and successors so titled, is hereby authorized to execute and file an application on behalf of the Applicant with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the Authorized Representative, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with



Town of Angier

Robert M. Jusnes, Sr.
Mayor

Elizabeth Krige
Town Manager

such application or the project: to make the assurances as contained above; and execute such other documents as may be required in connection with the application.

That the Applicant has substantially compiled or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted by the Angier Board of Commissioners on this the 5th day of December, 2023..

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Angier does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town of Angier Board of Commissioners duly held on the 5th day of December, 2023; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 5th day of December 2023.

(Signature of Recording Officer)

(Title of Recording Officer)



Board of Commissioners Agenda Report

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

MEETING DATE: December 5, 2023
PREPARED BY: Faith Gray
ISSUE American Rescue Plan Policies
CONSIDERED:
DEPARTMENT: Finance Department

SUMMARY OF ISSUE:

As a result of working with the League of Municipalities and Parker Poe, the policies necessary to expend American Rescue Plan Funds have been drafted. In order to begin work on dedicating the funds the Town received to projects, the Board will need to adopt these six policies: Cost Principles, Eligible Use, Internal Controls, Nondiscrimination, Property Management, and a Record Retention policy.

FINANCIAL IMPACT: The Town will be able to dedicate its American Rescue Plan funds.

RECOMMENDATION: Approve and sign the policies.

REQUESTED MOTION: I make a motion to approve the Cost Principles, Eligible Use, Internal Controls, Nondiscrimination, Property Management, and Record Retention policies so the Town may move forward in the process of dedicating and expending the funds received through ARPA.

REVIEWED BY TOWN MANAGER: This has been reviewed by the Town Manager.

Attachments: Cost Principals
Eligible Use
Internal Controls
Nondiscrimination
Property Management
Record Retention



Memorandum

Privileged and Confidential

Via Email: fgray@angier.org

To: Veronica Hardaway, Town Clerk, Town of Angier
Faith Gray, Angier Department of Finance, Town of Angier

From: Catherine G. Clodfelter and Alexandria G. Hill

Date: November 29, 2023

Re: Compliance Responsibilities under the Coronavirus State and Local Fiscal Recovery Fund Program

This memorandum provides a high level summary of the Town of Angier's (the "Town") responsibilities as a condition of receiving funds under the Coronavirus State and Local Fiscal Recovery Fund ("CSLFRF") and American Rescue Plan Act ("ARPA") (collectively, ARPA/CSLFRF).

I. Time to Obligate (Expend) Funds

We understand the Town has obligated and expended some but not all of its awarded funds. The Town may use ARPA/CSLFRF funds for costs incurred between the period of March 3, 2021 and December 31, 2024. In any event, the award funds must be obligated and expended by December 31, 2026.¹ A recipient obligates funds by means of placing an order for property and services, entering a contract, granting a subaward, or entering similar transactions that require payment by December 31, 2024.²

II. Compliance Requirements – Adoption of Required Policies

The Town is a recipient of ARPA/CSLFRF funds (the "Award").³ As a recipient of ARPA/CSLFRF funds, the Town must comply with state and federal law related to the expenditure of the Award. The U.S. Department of Treasury's Final Rule and

¹ See 31 C.F.R. § 35.5(c).

² See 31 C.F.R. § 35.6(d).

³ Title VI of the Social Security Act § 603(b)(2)(C); see also 42 U.S.C. 803(b)(2)(C).

Interim Final Rule 2023 governs the policies required to remain in compliance with federal law. We were provided several policies, that we reviewed and revised to ensure that they complied with state and federal law. We understand that many of the compliance measures outlined in these policies are already existing practices or an extension of existing policies of the Town. We recommend that the Town adopt or reaffirm the following revised policies which are based on requirements in the Treasury's rules:

- **Eligible Use Policy** – This policy outlines the ARPA/CSLFRF eligible use categories and the Town's commitment to making eligible use determinations for each project;
- **Cost Principles Policy** – This policy outlines the Town's commitment to implementing internal controls and effective monitoring practice to ensure award compliance;
- **Records Retention Policy** – This policy lists the covered documents that the Town should retain as it relates to expending ARPA/CSLFRF funds;
- **Nondiscrimination Policy** – As required by the CSLFRF Award Terms and Conditions, this policy outlines the Town's agreement to follow all federal statutes and regulations prohibiting discrimination in its administration of CSLFRF funds;
- **Conflicts of Interest Policy** – This policy establishes the Town's conflict of interest standard to be applied when the Town enters into a contract or makes a subaward;
- **Property Management Policy** – This policy outlines the Town's standards for the title, use, management, and disposal of real property, equipment, and supplies acquired in whole or in part with ARPA/CSLFRF funds.

These draft policies are sent as email attachments along with this Memorandum. We recommend that the Town either formally adopt these policies through a resolution of the Town Council or authorize the Town Clerk to enforce the written policies when administering any subawards.

In addition, the Town may utilize an Internal Controls Policy to establishes the Town's internal controls that will be implemented for monitoring award compliance. That policy may be adopted by resolution or simply utilized as a tool for compliance. We have drafted an Internal Controls Policy specific to the Town's needs. The Internal Controls Policy includes a list of suggested compliance actions. Please let us know if a further conversation about internal controls would be useful.

III. Eligible Use Determination

The Town must make an eligible use determination with each project that applies to receive ARPA/CSLFRF from the Town. The proposed Eligible Use Policy provided outlines the Town's commitment to developing and implementing effective internal controls to ensure that funding decisions fall within an eligible use category.

The Uniform Guidance provides that the eligible uses for ARPA/CSLFRF funds include:

- Replacement of lost public sector revenue;
- Responding to the far-reaching public health and negative economic impacts;
- Providing premium pay for essential workers; and
- Investing in water, sewer and broadband infrastructure.⁴

It is our understanding that the Town has elected for an award of funds under the Revenue Replacement and Wastewater and Storm Infrastructure categories. The U.S. Department of Treasury provides a non-exhaustive list of eligible uses under the Revenue Replacement category, including: facilitating and improving government services such as health services, waste disposal, roads building and maintenance, water and sewer services, public safety services and other infrastructure.⁵

The Town has been supplied with an Eligibility Determination and Allowable Cost Review ("Eligibility Review") form. The Eligibility Review form documents the assessment process and the data that should be reviewed in determining whether a project falls within an eligible use category. The Eligibility Review provides a non-exhaustive yet comprehensive list of projects that typically fall under each eligible use category.

IV. Compliance Requirements – Procurement

There are separate requirements for projects that require procurement of property and services.⁶ Should any funding be used on projects that require

⁴ See 42 U.S.C. § 802(c)(1).

⁵ 31 CFR 35.6(d); *see also* U. S. Department of Treasury, Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule p.9-11 (January 2022), available at <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-Overview.pdf>.

⁶ 2 C.F.R. § 200.317.

procurement, the Town is responsible for ensuring that any procurement is consistent with State and Federal regulations as set forth in the Uniform Guidance at 2 CFR 200.318 through 2 CFR 200.327. Additionally, we understand that the Town of Angier has elected to use a portion of the ARPA/CSLFRF award to invest in wastewater and stormwater infrastructure. The U.S. Department Treasury provides that the real property and equipment acquired under this program must be used in a manner consistent with 2 CFR 200.311 and 2 CFR 200.313.

The Town has been supplied with a Property Management Policy. This policy provides guidance for the title, use, management, and disposal of real property equipment, and supplies acquired in whole or in part with ARPA/CSLFRF funds.

V. Compliance Requirements – Potential Audit

Typically, a recipient of ARPA/CSLFRF funds must conduct a single or program-specific audit if it spends \$750,000 or more in federal funds during the period of one fiscal year.⁷ However, ARPA/CSLFRF guidance is silent in regards to whether other audits may occur. The Town will be responsible for ensuring compliance by its contractor or contractors with procurement transactions as part of any potential Audit.

VI. Conclusion

When you have reviewed the policies, please let us know what edits and questions you may have. Once the draft policies have been finalized, the Town should consider adoption of the above-referenced policies in section II by resolution of the Town Council.

⁷ See 2 C.F.R. § 200.501(a)

**TOWN OF ANGIER POLICY FOR ALLOWABLE COSTS AND
COST PRINCIPLES FOR EXPENDITURE OF AMERICAN RESCUE
PLAN ACT CORONAVIRUS STATE AND LOCAL FISCAL**

WHEREAS the Town of Angier, has received an allocation of funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF); and

WHEREAS the funds may be used for projects within certain eligible use categories set forth in the Town's Eligible Use Policy, to the extent authorized by state law.

WHEREAS the ARP/CSLFRF are subject to the provisions of the federal Uniform Grant Guidance, 2 CFR Sect. 200 (UG); and

WHEREAS the Compliance and Reporting Guidance for the State and Local Fiscal Recovery Funds and U.S. Treasury's Final Rule provides, in relevant part, that certain employees' wages, salaries, and covered benefits are an eligible use of ARP/CSLFRF.

WHEREAS Subpart E of the UG dictates allowable costs and cost principles for expenditure of ARP/CSLFRF funds; and

WHEREAS Subpart E of the UG (specifically, 200.400) states that:

The application of these cost principles is based on the fundamental premises that:

- (a) The non-Federal entity is responsible for the efficient and effective administration of the Federal award through the application of sound management practices.
- (b) The non-Federal entity assumes responsibility for administering Federal funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the Federal award.
- (c) The non-Federal entity, in recognition of its own unique combination of staff, facilities, and experience, has the primary responsibility for employing whatever form of sound organization and management techniques may be necessary in order to assure proper and efficient administration of the Federal award.
- (d) The application of these cost principles should require no significant changes in the internal accounting policies and practices of the non-Federal entity. However, the accounting practices of the non-Federal entity must be consistent with these cost principles and support the accumulation of costs as required by the principles, and must provide for adequate documentation to support costs charged to the Federal award.
- (e) In reviewing, negotiating and approving cost allocation plans or indirect cost proposals, the cognizant agency for indirect costs should generally assure that the non-Federal entity is applying these cost accounting principles on a consistent basis during their review and negotiation of indirect cost proposals. Where wide variations exist in the treatment of a given cost item by the non-Federal entity, the reasonableness and equity of such treatments should be fully considered.
- (f) For non-Federal entities that educate and engage students in research, the dual role of students as both trainees and employees (including pre- and post-doctoral staff)

contributing to the completion of Federal awards for research must be recognized in the application of these principles.

- (g) The non-Federal entity may not earn or keep any profit resulting from Federal financial assistance, unless explicitly authorized by the terms and conditions of the Federal award;

BE IT RESOLVED that the governing board of the Town of Angier hereby adopts and enacts the following UG Allowable Costs and Cost Principles Policy for the expenditure of ARP/CSLFRF funds.

TOWN OF ANGIER ALLOWABLE COSTS AND COSTS PRINCIPLES POLICY

I. ALLOWABLE COSTS AND COSTS PRINCIPLES POLICY OVERVIEW

Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, commonly called Uniform Guidance (UG), specifically Subpart E, defines those items of cost that are allowable, and which are unallowable. The tests of allowability under these principles are:

- (a) the costs must be reasonable;
- (b) they must be allocable to eligible projects under the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF);
- (c) they must be given consistent treatment through application of those generally accepted accounting principles appropriate to the circumstances; and
- (d) they must conform to any limitations or exclusions set forth in these principles or in the ARP/CSLFRF grant award as to types or amounts of cost items. Unallowable items fall into two categories: expenses which are by their nature unallowable (e.g., alcohol), and unallowable activities (e.g., fund raising).

The Town of Angier shall adhere to all applicable cost principles governing the use of federal grants. This policy addresses the proper classification of both direct and indirect charges to ARP/CSLFRF funded projects and enacts procedures to ensure that proposed and actual expenditures are consistent with the ARP/CSLFRF grant award terms and all applicable federal regulations in the UG.

Responsibility for following these guidelines lies with the Town of Angier Town Clerk, who is charged with the administration and financial oversight of the ARP/CSLFRF. Further, all local government employees and officials who are involved in obligating, administering, expending, or monitoring ARP/CSLFRF grant funded projects should be well versed with the categories of costs that are generally allowable and unallowable. Questions on the allowability of costs should be directed to the Town Clerk. As questions on allowability of certain costs may require interpretation and judgment, local government personnel are encouraged to ask for assistance in making those determinations.

II. GENERAL COST ALLOWABILITY CRITERIA

All costs expended using ARP/CSLFRF funds must meet the following general criteria:

1. Be necessary and reasonable for the proper and efficient performance and administration of the grant program. A cost must be *necessary* to achieve a project object. A cost is *reasonable* if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision to incur the cost was made.
2. Be allocable to the ARP/CSLFRF federal award. A cost is allocable to the ARP/CSLFRF award if the goods or services involved are chargeable or assignable to the ARP/CSLFRF award in accordance with the relative benefit received.
3. Be authorized and not prohibited under state or local laws or regulations.
4. Conform to any limitations or exclusions set forth in the principles, federal laws, ARP/CSLFRF award terms, and other governing regulations as to types or amounts of cost items.

5. Be consistent with policies, regulations, and procedures that apply uniformly to both the ARP/CSLFRF federal award and other activities of the Town of Angier.
6. Be accorded consistent treatment. A cost MAY NOT be assigned to a federal award as a direct cost and also be charged to a federal award as an indirect cost. And a cost must be treated consistently for both federal award and non-federal award expenditures.
7. Be determined in accordance with generally accepted accounting principles (GAAP), unless provided otherwise in the UGG.
8. Be net of all applicable credits.
9. Be adequately documented.

III. SELECTED ITEMS OF COST

The UGG examines the allowability of fifty-five (55) specific cost items (commonly referred to as Selected Items of Cost) at 2 CFR § 200.420-.475.

The Town Clerk is responsible for determining cost allowability must be familiar with the Selected Items of Cost. The Town Clerk will check costs against the selected items of cost requirements to ensure the cost is allowable and that all process and documentation requirements are followed. In addition, State laws, the Town of Angier regulations, and program-specific rules may deem a cost as unallowable, and the Town Clerk must follow those non-federal rules as well.

Exhibit A identifies and summarizes the Selected Items of Cost.

IV. DIRECT AND INDIRECT COSTS

Allowable and allocable costs must be appropriately classified as direct or indirect charges. It is essential that each item of cost be treated consistently in like circumstances either as a direct or an indirect cost.

Direct costs are expenses that are specifically associated with a particular ARP/CSLFRF-eligible project and that can be directly assigned to such activities relatively easily with a high degree of accuracy. Common examples of direct costs include salary and fringe benefits of personnel directly involved in undertaking an eligible project, equipment and supplies for the project, subcontracted service provider, or other materials consumed or expended in the performance of a grant-eligible project.

Indirect costs are (1) costs incurred for a common or joint purpose benefitting more than one ARP/CSLFRF-eligible project, and (2) not readily assignable to the project specifically benefited, without effort disproportionate to the results achieved. They are expenses that benefit more than one project or even more than one federal grant. Common examples of indirect costs include utilities, local telephone charges, shared office supplies, administrative or secretarial salaries.

For indirect costs, the Town of Angier may charge a 10 percent de minimis rate of modified total direct costs (MTDC). According to UGG Section 200.68 MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (regardless of the period of performance the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000.

V. COST ALLOWABILITY REVIEW PROCESS

PREAPPROVAL COST ALLOWABILITY REVIEW

Before an ARP/CSLFRF-funded project is authorized, the Town Clerk must have reviewed the proposed cost items within an estimated project budget to determine whether they are allowable and allocable and whether cost items will be charged as direct or indirect expenses. If a proposed project includes a request for an unallowable cost, the Town Clerk will determine corrected cost items. Once a proposed project budget is pre-approved, the Town Clerk must conform actual obligations and expenditures to the pre-approved project budget.

POST-EXPENDITURE COST ALLOWABILITY REVIEW

Once an expenditure is incurred related to an eligible project, and an invoice or other demand for payment is submitted to the Town of Angier, the Town Clerk must perform a second review to ensure that actual expenditures comprise allowable costs.

- (a) All demands for payment must include a breakdown by cost item. The cost items should mirror those presented in the proposed budget for the project. If a demand for payment does not include a breakdown by cost item, the Town Clerk will cause the demand for payment to be corrected.
- (b) The Town Clerk must review the individual cost items listed on the invoice or other demand for payment to determine their allowability and allocability.
- (c) If all cost items are deemed allowable and properly allocable, the Town Clerk must proceed through the local government's normal disbursement process.
- (d) If any cost item is deemed unallowable, the Town Clerk will notify the Town of Angier's governing board that the demand for payment will not be paid with ARP/CSLFRF funds. The Town Clerk may in their discretion, and consistent with this policy, allow a demand for payment to be resubmitted with a revised cost allocation. If the Town of Angier remains legally obligated by contract or otherwise to pay the disallowed cost item, it must identify other local government funds to cover the disbursement. The Town of Angier's governing board must approve any allocation of other funds for this purpose.
- (e) The Town Clerk must retain appropriate documentation of budgeted cost items per project and actual obligations and expenditures of cost items per project. The Town Clerk may designate the Town Manager as the individual responsible for any of the review requirements set out in this Policy.

VI. COST TRANSFERS

Any costs charged to the ARP/CSLFRF federal award that do not meet the allowable cost criteria must be removed from the award account and charged to an account that does not require adherence to federal UGG or other applicable guidelines.

Failure to adequately follow this policy and related procedures could result in questioned costs, audit findings, potential repayment of disallowed costs and discontinuance of funding.

Adopted this the ____ day of _____, 2023.

Robert M. Jusnes Sr., Mayor

Veronica Hardaway, CMC, NCCMC, Town Clerk

EXHIBIT A

Selected Items of Cost	Uniform Guidance General Reference	Allowability
Advertising and public relations costs	2 CFR § 200.421	Allowable with restrictions
Advisory councils	2 CFR § 200.422	Allowable with restrictions
Alcoholic beverages	2 CFR § 200.423	Unallowable
Alumni/ae activities	2 CFR § 200.424	Not specifically addressed
Audit services	2 CFR § 200.425	Allowable with restrictions
Bad debts	2 CFR § 200.426	Unallowable
Bonding costs	2 CFR § 200.427	Allowable with restrictions
Collection of improper payments	2 CFR § 200.428	Allowable
Commencement and convocation costs	2 CFR § 200.429	Not specifically addressed
Compensation – personal services	2 CFR § 200.430	Allowable with restrictions; Special conditions apply (e.g., § 200.430(i)(5))
Compensation – fringe benefits	2 CFR § 200.431	Allowable with restrictions
Conferences	2 CFR § 200.432	Allowable with restrictions
Contingency provisions	2 CFR § 200.433	Unallowable with exceptions
Contributions and donations	2 CFR § 200.434	Unallowable (made by non-federal entity); not reimbursable but value may be used as cost sharing or matching (made to non-federal entity)
Defense and prosecution of criminal and civil proceedings, claims, appeals and	2 CFR § 200.435	Allowable with restrictions

patent infringements		
Depreciation	2 CFR § 200.436	Allowable with qualifications
Employee health and welfare costs	2 CFR § 200.437	Allowable with restrictions
Entertainment costs	2 CFR § 200.438	Unallowable with exceptions
Equipment and other capital expenditures	2 CFR § 200.439	Allowability based on specific requirement
Exchange rates	2 CFR § 200.440	Allowable with restrictions
Fines, penalties, damages and other settlements	2 CFR § 200.441	Unallowable with exceptions
Fund raising and investment management costs	2 CFR § 200.442	Unallowable with exceptions
Gains and losses on disposition of depreciable assets	2 CFR § 200.443	Allowable with restrictions
General costs of government	2 CFR § 200.444	Unallowable with exceptions
Goods and services for personal use	2 CFR § 200.445	Unallowable (goods/services); allowable (housing) with restrictions
Idle facilities and idle capacity	2 CFR § 200.446	Idle facilities - unallowable with exceptions; Idle capacity - allowable with restrictions
Insurance and indemnification	2 CFR § 200.447	Allowable with restrictions
Intellectual property	2 CFR § 200.448	Allowable with restrictions
Interest	2 CFR § 200.449	Allowable with restrictions
Lobbying	2 CFR § 200.450	Unallowable

Losses on other awards or contracts	2 CFR § 200.451	Unallowable (however, they are required to be included in the indirect cost rate base for allocation of indirect costs)
Maintenance and repair costs	2 CFR § 200.452	Allowable with restrictions
Materials and supplies costs, including costs of computing devices	2 CFR § 200.453	Allowable with restrictions
Memberships, subscriptions, and professional activity costs	2 CFR § 200.454	Allowable with restrictions; unallowable for lobbying organizations
Organization costs	2 CFR § 200.455	Unallowable except federal prior approval
Participant support costs	2 CFR § 200.456	Allowable with prior approval of the federal awarding agency
Plant and security costs	2 CFR § 200.457	Allowable; capital expenditures are subject to § 200.439
Pre-award costs	2 CFR § 200.458	Allowable if consistent with other allowabilities and with prior approval of the federal awarding agency
Professional services costs	2 CFR § 200.459	Allowable with restrictions
Proposal costs	2 CFR § 200.460	Allowable with restrictions
Publication and printing costs	2 CFR § 200.461	Allowable with restrictions
Rearrangement and reconversion costs	2 CFR § 200.462	Allowable (ordinary and normal)
Recruiting costs	2 CFR § 200.463	Allowable with restrictions
Relocation costs of employees	2 CFR § 200.464	Allowable with restrictions
Rental costs of real property and equipment	2 CFR § 200.465	Allowable with restrictions
Scholarships and student aid costs	2 CFR § 200.466	Not specifically addressed

Selling and marketing costs	2 CFR § 200.467	Unallowable with exceptions
Specialized service facilities	2 CFR § 200.468	Allowable with restrictions
Student activity costs	2 CFR § 200.469	Unallowable unless specifically provided for in the federal award
Taxes (including Value Added Tax)	2 CFR § 200.470	Allowable with restrictions
Termination costs	2 CFR § 200.471	Allowable with restrictions
Training and education costs	2 CFR § 200.472	Allowable for employee development
Transportation costs	2 CFR § 200.473	Allowable with restrictions
Travel costs	2 CFR § 200.474	Allowable with restrictions
Trustees	2 CFR § 200.475	Not specifically addressed

**TOWN OF ANGIER ELIGIBLE PROJECT POLICY FOR THE
EXPENDITURE OF AMERICAN RESCUE PLAN ACT OF 2021
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS**

WHEREAS, the Town of Angier, has received an allocation of funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF); and

WHEREAS, the US Treasury is responsible for implementing ARP/CSLFRF and has enacted a Final Rule outlining eligible projects; and

WHEREAS, the funds may be used for projects within certain categories, to the extent authorized by state law; and

WHEREAS, the ARP/CSLFRF are subject to the provisions of the federal Uniform Grant Guidance, 2 CFR Part 200 (UG); and

WHEREAS, the US Treasury has issued a Compliance and Reporting Guidance v.2.1 (November 15, 2021) dictating implementation of the ARP/CSLFRF award terms and compliance requirements; and

WHEREAS, the Compliance and Reporting Guidance states on page 6 that:

Per 2 CFR Part 200.303, your organization must develop and implement effective internal controls to ensure that funding decisions under the CSLFRF award constitute eligible uses of funds, and document determinations.

BE IT RESOLVED, that the Town of Angier hereby adopts and enacts the following Eligibility Determination Policy for ARP/CSLFRF funds.

**Eligibility Determination Policy for American Rescue Plan Act of 2021 Coronavirus
State and Local Fiscal Recovery Funds**

This policy defines the permissible and prohibited uses of the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF) funds. It also outlines the procedures for determining how the Town of Angier will spend its ARP/CSLFRF funds.

I. PERMISSIBLE USES OF ARP/CSLFRF FUNDING

According to the U.S. Treasury's Final Rule, issued on January 6, 2022, ARP/CSLFRF funds may be used for projects within the following categories of expenditures:

1. Support COVID-19 public health expenditures, by funding COVID-19 mitigation and prevention efforts, medical expenses, behavioral healthcare, preventing and responding to violence, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, non-profits, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;

4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

II. PROHIBITED USES OF ARP FUNDING

The ARP/CSLFRF and US Treasury's Final Rule prohibit certain uses of ARP/CSLFRF funds. Specifically, ARP/CSLFRF funds may not be used for projects within the following categories of expenditures:

1. To make a deposit into a pension fund that constitutes an extraordinary payment of an accrued, unfunded liability (Note that routine contributions as part of a payroll obligation for an eligible project are allowed.¹);
2. To borrow money or make debt service payments;
3. To replenish rainy day funds or fund other financial reserves;
4. To satisfy an obligation arising from a settlement agreement, judgment, consent decree, or judicially confirmed debt restricting in a judicial, administrative, or regulatory proceeding (There is an exception to this prohibition—if the settlement or judgment requires the Town of Angier to provide services to respond to the COVID-19 public health emergency or its negative economic impacts or to provide government services, then the costs of those otherwise ARP/CSLFRF-eligible projects are allowed.);
5. For a project that includes a term or condition that undermines efforts to stop the spread of COVID-19 or discourages compliance with recommendations and guidelines in CDC guidance for stopping the spread of COVID-19;
6. In violation of the conflict-of-interest requirements imposed by the award terms and 2 CFR 200.318(c); and
7. For any expenditure that would violate other applicable federal, state, and local laws and regulations.

The Town of Angier, and any of its contractors or subrecipients, may not expend any ARP/CSLFRF funds for these purposes.

III. PROCEDURES FOR PROJECT APPROVAL

The following are procedures for ARP/CSLFRF project approvals. All Town of Angier employees and officials must comply with these requirements.

1. Requests for ARP/CSLFRF funding must be made in writing and include all of the following:
 - a. Brief description of the project

¹ 31 CFR § 35.3 "Deposit" ("deposit means an extraordinary payment of an accrued, unfunded liability. The term deposit does not refer to routine contributions made by an employer to pension funds as part of the employer's obligations related to payroll, such as either a pension contribution consisting of a normal cost component related to current employees or a component addressing the amortization of unfunded liabilities calculated by reference to the employer's payroll costs.")

- b. Identification of ARP/CSLFRF Expenditure Category (EC) (A list of ECs in the Appendix to the US Treasury Compliance and Reporting Guidance.)
 - c. Required justifications for applicable projects, according to the requirements in the Final Rule. Employees or any applicant seeking ARPA funding should review the Final Rule and Final Rule Overview prior to submitting a proposal.
 - d. Proposed budget, broken down by cost item, in accordance with the Town of Angier's Allowable Cost Policy
 - e. A project implementation plan and estimated implementation timeline (All ARP/CSLFRF funds must be fully obligated by December 31, 2024, and fully expended by December 31, 2026.)
2. Requests for funding must be submitted to Town Clerk for approval. All requests will be reviewed by Town Clerk for ARP/CSLFRF compliance and by Finance Officer for allowable costs and other financial review.
3. No ARP/CSLFRF may be obligated or expended before final written approval by Town Clerk. Board approval and budget amendments will be required before approval.
4. If a proposal does not meet the required criteria, it will be returned to the requesting party for revision and resubmittal.
5. Following approval, employees responsible for implementing the project must conform actual obligations and expenditures to the pre-approved project budget. Changes in project budgets must be approved by Town Clerk and may require a budget amendment before proceeding. Any delay in the projected project completion date shall be communicated to the Town Clerk immediately.
6. Town Clerk must collect and document required information for each EC, for purposes of completing the required Project and Expenditure reports.
7. Town Clerk must maintain written project requests and approvals, all supporting documentation, and financial information at least until December 3, 2031.

Adopted this the ____ day of _____, 2023.

Robert M. Jusnes Sr., Mayor

Veronica Hardaway, CMC, NCCMC, Town Clerk

Program/Project #:
Program/Project Short Name:

American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal Recover Fund Project Request and Eligibility Determination

This document is to be completed by the person or persons requesting American Rescue Plan Act of 2021 Coronavirus State and Local Government Fiscal Recovery Fund monies. The request will proceed through the Town of Angier's review process. The requestor will receive notice if the project is approved, with instructions on how to proceed.

BASIC INFORMATION AND DESCRIPTION

Program/Project Name:	
Program/Project Description:	
Responsible Department:	
Program/Project Manager Name:	
Total Amount Requested:	
Internal Account Code(s): (assigned by Finance)	
Treasury Expenditure Category Level:	Choose an item.
Treasury Expenditure Category:	Choose an item.

ELIGIBILITY REVIEW

Please select the appropriate ARP/CSLFRF Category below and complete the required information. Note that each requested project may only be associated with one of the following categories: 1. Public Health; 2. Negative Economic Impact; 3. Premium Pay; 4. Water, Sewer, Stormwater Infrastructure; 5. Broadband; or 6. Revenue Replacement (Government Services). Please complete all information in the applicable category and attach any required additional justifications and documentation.

1. Public Health		
A. Enumerated Uses/ Safe Harbors (Must select one)		
<input type="checkbox"/> COVID-19 mitigation & prevention*	<input type="checkbox"/> Behavioral health care*	
<input type="checkbox"/> Medical expenses*	<input type="checkbox"/> Preventing & responding to violence*	
<input type="checkbox"/> Not on Enumerated List (Must complete Box B.)		
<i>*See detailed list of enumerated projects in each of these categories on pages 14-16 of the Overview of the Final Rule.</i>		
B. Written Justification (Please provide detailed responses to both of these questions if "Not on Enumerated List" was checked in Box A)		
(1) What is the specific negative public health impact or harm experienced by an individual or a class?		
(2) How does the proposed project address the negative public health impact or harm?		
C. Is the project reasonably designed to benefit the individual or class that experienced a public health impact or harm?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Program/Project #:
Program/Project Short Name:

D. Is the project related and reasonably proportional to the extent and type of public health impact or harm experienced?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
E. Does the proposed project involve a capital expenditure between \$1 million and \$10 million?	<input type="checkbox"/> Yes – Proceed to Box F.	<input type="checkbox"/> No – Proceed to Box G.
F. Is the proposed project on the enumerated list in Box A? <i>*Written justification must include the following elements:</i> <ul style="list-style-type: none"> Describe the harm or need to be addressed; Explain why a capital expenditure is appropriate; and Compare the proposed capital expenditure to at least two alternative capital expenditures and demonstrate why the proposed capital expenditure is superior. 	<input type="checkbox"/> Yes – Record written justification* in file, but not required in Project & Expenditure Reports	<input type="checkbox"/> No – Record written justification* in file and include in Project & Expenditure Reports
G. Does the proposed project involve a capital expenditure of \$10 million or more?	<input type="checkbox"/> Yes – Record written justification* for file and include in Project & Expenditure Reports	<input type="checkbox"/> No – No further action required.

2. Negative Economic Impact

A. Enumerated Beneficiaries (Must select one)

**See detailed list of enumerated beneficiaries and income on pages 17 & 19 of the Overview of the Final Rule.*

Beneficiaries Who Experience Negative Economic Impact from the Pandemic

- ☐ Low-moderate income households or communities
- ☐ Households that experienced unemployment
- ☐ Households that experienced increased food or housing insecurity
- ☐ Households that qualify for the Children's Health Insurance Program, Childcare Subsidies through the Child Care Development Fund Program, or Medicaid
- ☐ When providing affordable housing programs: households that qualify for the National Housing Trust Fund and Home Investment Partnerships Program
- ☐ When providing services to address lost instructional time in K-12 schools: any student that lost access to in-person instruction for a significant period
- ☐ Small businesses that experienced decreased revenue or gross receipts, increased costs, financial insecurity, or other financial challenges due to the pandemic
- ☐ Nonprofits the experienced decreased revenue, increased costs, financial insecurity, or other financial challenges due to the pandemic
- ☐ Travel, tourism, hospitality industries
- ☐ Other industries that experienced at least 8% employment loss from pre-pandemic levels or is experiencing comparable or worse economic impacts as national tourism, travel, and hospitality sector
- ☐ Local government

Beneficiaries Who Experienced Disproportionately Negative Economic Impact from the Pandemic

- ☐ Low-income households and communities
- ☐ Households residing in a Qualified Census Tract (QCT)
- ☐ Households that qualify for Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Free- and Reduced-Price Lunch (NSLP) and/or School Breakfast (SBP) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (SSI), Head Start and/or Early Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), Section 8 Vouchers, Low-Income Home Energy Assistance Program (LIHEAP), and Pell Grants. For services to address educational disparities, Treasury will recognize Title I eligible schools as disproportionately impacted and responsive services that support the school generally or support the whole school as eligible.
- ☐ Small businesses operating in a Qualified Census Tract (QCT)
- ☐ Nonprofits operating in a Qualified Census Tract (QCT)

☐ Not on enumerated list (Must complete Box B.)

B. Written Justification (Provide a detailed response to this question if proposed beneficiary not on enumerated list in Box A)

Define the group/class/geographical area that experienced a negative economic impact from the COVID-19 pandemic. Be specific in defining group/class/area and in defining the negative economic impact to the group/class/area.

C. Enumerated / Safe Harbor Projects (Must Select One)

Projects for Negatively Economically Impacted

Households & Communities

- ☐ Food assistance & food banks
- ☐ Emergency housing assistance: rental assistance, mortgage assistance, utility assistance, assistance paying delinquent property taxes, counseling and legal aid to prevent eviction and homelessness & emergency programs or services for homeless individuals, including temporary residences for people experiencing homelessness
- ☐ Health insurance coverage expansion
- ☐ Benefits for surviving family members of individuals who have died from COVID-19
- ☐ Assistance to individuals who want and are available for work, including job training, public jobs programs and fairs, support for childcare and transportation to and from a jobsite or interview, incentives for newly-employed workers, subsidized employment, grants to hire underserved workers, assistance to unemployed individuals to start small businesses & development of job and workforce training centers
- ☐ Financial services for the unbanked and underbanked
- ☐ Burials, home repair & home weatherization
- ☐ Programs, devices & equipment for internet access and digital literacy, including subsidies for costs of access
- ☐ Cash assistance
- ☐ Paid sick, medical, and family leave programs
- ☐ Assistance in accessing and applying for public benefits or services
- ☐ Childcare and early learning services, home visiting programs, services for child welfare-involved families and foster youth & childcare facilities
- ☐ Assistance to address the impact of learning loss for K-12 students (e.g., high-quality tutoring, differentiated instruction)
- ☐ Programs or services to support long-term housing security: including development of affordable housing and permanent supportive housing

Small Businesses

- ☐ Loans or grants to mitigate financial hardship, such as by supporting payroll and benefits, costs to retain employees, and mortgage, rent, utility, and other operating costs
- ☐ Technical assistance, counseling, or other services to support business planning

Projects for Disproportionately Negatively Economically Impacted

Households & Communities

- ☐ Pay for community health workers to help households access health & social services
- ☐ Remediation of lead paint or other lead hazards
- ☐ Primary care clinics, hospitals, integration of health services into other settings, and other investments in medical equipment & facilities designed to address health disparities
- ☐ Housing vouchers & assistance relocating to neighborhoods with higher economic opportunity
- ☐ Investments in neighborhoods to promote improved health outcomes
- ☐ Improvements to vacant and abandoned properties, including rehabilitation or maintenance, renovation, removal and remediation of environmental contaminants, demolition or deconstruction, greening/vacant lot cleanup & conversion to affordable housing
- ☐ Services to address educational disparities, including assistance to high-poverty school districts & educational and evidence-based services to address student academic, social, emotional, and mental health needs
- ☐ Schools and other educational equipment & facilities

Small Businesses

- ☐ Rehabilitation of commercial properties, storefront improvements & façade improvements
- ☐ Technical assistance, business incubators & grants for start-up or expansion costs for small businesses
- ☐ Support for microbusinesses, including financial, childcare, and transportation costs

Program/Project #:
Program/Project Short Name:

Nonprofits

- ☐ Loans or grants to mitigate financial hardship
☐ Technical or in-kind assistance or other services that mitigate negative economic impacts of the pandemic

Travel, Tourism, Hospitality Industry

- ☐ Aid to mitigate financial hardship, such as supporting payroll costs, lost pay and benefits for returning employees, support of operations and maintenance of existing equipment and facilities
☐ Technical assistance, counseling, or other services to support business planning
☐ COVID-19 mitigation and infection prevention measures (see section Public Health)

Local Government

- ☐ Public safety, public health, and human services salaries/benefits, to the extent responding to the COVID-19 public health emergency
☐ Restoring pre-pandemic employment levels
☐ Effective service delivery

☐ Not on enumerated list (Must proceed to Box D.)

D. Written Justification (Provide a detailed response to this question if proposed project not on enumerated list in Box C.)

- (1) What is the specific negative economic impact or harm caused or exacerbated by the pandemic?

(2) How does the proposed project address the impact or harm?

E. Is the project reasonably designed to benefit the individual or class that experienced a public health impact or harm?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
F. Is the project related and reasonably proportional to the extent and type of public health impact or harm experienced?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
G. Does the proposed project involve a capital expenditure between \$1 million and \$10 million?	<input type="checkbox"/> Yes – Proceed to H.	<input type="checkbox"/> No – Go to Box I.
H. Is the proposed project on the enumerated list in Box C? <i>*Written justification must include the following elements:</i> <ul style="list-style-type: none"> Describe the harm or need to be addressed; Explain why a capital expenditure is appropriate; and Compare the proposed capital expenditure to at least two alternative capital expenditures and demonstrate why the proposed capital expenditure is superior. 	<input type="checkbox"/> Yes – Record written justification* for file, but not required in Project & Expenditure Reports	<input type="checkbox"/> No – Record written justification* for file and include in Project & Expenditure Reports
I. Does the proposed project involve a capital expenditure of \$10 million or more?	<input type="checkbox"/> Yes – Record written justification* for file and include in Project & Expenditure Reports	<input type="checkbox"/> No – No further action needed

3. Premium Pay

Program/Project #:

Program/Project Short Name:

Please provide description of project and attach any necessary documentation. Must conform with requirements in 31 CFR 35.6(c). (More details on this expenditure category are available [here](#).)

4. Water, Sewer, Stormwater Infrastructure

Please provide description of project and attach any necessary documentation. Must conform with requirements in 31 CFR 35.6(e)(1).

5. Broadband Infrastructure

Please provide description of project and attach any necessary documentation. Must conform with requirements in 31 CFR 35.6(e)(2).

6. Revenue Loss

This portion of ARP/CSLFRF funds may be used for the provision of government services. Please provide description of project and attach any necessary documentation. Note that water, sewer, stormwater, and broadband projects may be funded in this category, without having to meet all of the criteria specified in the other categories.

Program/Project #:
Program/Project Short Name:

PROHIBITIONS VERIFICATION:

By checking these boxes, the Town Clerk attests that the statements are true.

- ☐ Project does not contravene the statutory purpose of ARP, including program, service, or capital expenditure that includes a term or condition that undermines efforts to stop the spread of COVID-19
- ☐ No Conflict of Interest

- ☐ Complies with all state and federal laws and local ordinances
- ☐ No pension fund deposit
- ☐ No borrowings or debt service
- ☐ No financial reserves

JUSTIFICATION AND LEGAL REVIEW FOR STATE AUTHORITY:

Program Administration Information

Proposed Project Budget, delineated by Cost Item for Allowable Cost Review

U.G. Provisions	Cost Items	Estimated Amount	Necessary/ Reasonable	% Allocable	Required Documentation
200.430	Compensation		Choose an item.		
200.431	Fringe Benefits		Choose an item.		
200.475	Travel		Choose an item.		
200.439	Equipment & Other Capital		Choose an item.		
200.453	Materials & Supplies		Choose an item.		
200.318 & 200.92	Contractual Services & Subawards		Choose an item.		
200.459	Consultants / Professional Services		Choose an item.		
200.465	Occupancy (Rent & Utilities)		Choose an item.		
200.471	Telecommunications		Choose an item.		
200.473	Training & Education		Choose an item.		
200.413 (c)	Direct Administrative Costs		Choose an item.		
	Add'l Cost Item		Choose an item.		
	Total Direct Costs		Choose an item.		
200.414	Indirect Costs		Choose an item.		
Total Project Budget					

Administrative Classification

Administration Type	<input type="checkbox"/> In-House	<input type="checkbox"/> Contractor/Vendor	<input type="checkbox"/> Sub-Recipient/Subaward
If Contractor/Vendor or Sub-recipient, has this been verified using the Classification Checklist?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Program Sub-Recipient and/or Contractor List:

Name	Tax ID #	Completion of Classification Checklist?	Contractor or Sub-Recipient	DUNS #/UEI	Date checked SAM.gov
		Choose an item.	Choose an item.		
		Choose an item.	Choose an item.		
		Choose an item.	Choose an item.		

Key Project Dates

Due Date	Task Type	Task Description	Status
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.
	Choose an item.		Choose an item.

TOWN OF ANGIER INTERNAL CONTROLS POLICY: AMERICAN RESCUE PLAN FUNDS

Internal control is a process effected by the Town of Angier's ("Town") Board of Commissioners, Finance Officer, and other personnel that provides reasonable assurance that the objectives of an entity will be achieved.

This policy outlines the internal control process established by the Town of Angier to provide reasonable assurances that the unit will expend ARP/CSLFRF award funds in compliance with governing laws and regulations.¹

The five components of internal control are: Control Environment, Risk Assessment, Control Activities, Information and Communication, and Monitoring. Each component consists of principles that are required for an effective internal control system. The five components and 17 principles are presented in the GOA's Green Book. Each component, and the required principles, are discussed below as they relate to the Town's ARP/CSLFRF program.

I. Control Environment

The control environment is the foundation for all other components of internal control, providing discipline and structure. The Finance Officer will demonstrate values integrity, ethics, and competence in all operations, including the administration of federal awards. The Finance Officer will communicate and reinforce its expectations to any personnel involved in the Town's SLFRF program.

II. Risk Management

The Finance Officer is committed to identifying and managing the risks that may arise during the administration of the ARP/CSLFRF award. The risk assessment component of internal control involves management evaluating the risks the entity faces that could negatively impact its ability to achieve its objectives.

III. Control Activities

Control activities are the actions taken by Angier's Finance Officer to respond to risks that may prevent the Town of Angier from meeting its objectives.

IV. Information and Communications

The Town of Angier communicates accurate and quality information to internal staff and personnel and to external stakeholders and community members. Communication plays an integral role in the internal control system by helping to promote transparency regarding the use of public funds. The Finance Officer shall be responsible for communicating internal control processes to those employees directly involved in finance and/or grant administration. The Town will communicate its policies, procedures, and internal controls through various handbooks, programs, training, and electronic communication.

V. Monitoring

¹ This document is adopted in accordance with the following directive from U.S. Treasury's Compliance and Reporting Guidance: "Per 2 CFR Part 200.303, your organization must develop and implement effective internal controls to ensure that funding decisions under the ARP/CSLFRF award constitute eligible uses of funds, and document determinations."

The Town of Angier shall conduct ongoing monitoring of the internal control system to identify its strengths and weaknesses. Internal and external audits will be conducted pursuant to federal and state law. These audit processes will test the effectiveness of internal controls over federal and state awards.

CONTROL ACTIVITIES & UNIFORM GUIDANCE COMPLIANCE

I. Financial Management, 2 CFR § 200.302

Overview: Each unit must have a financial management system in place to satisfy the requirements set forth in 2 CFR 200.302.

Objectives: Ensure compliance with the requirements set forth in 2 CFR 200.302.

Control Activities: (to be used as a checklist)

- Identify second Town officer to have review of duties and functions related to financial reporting
- Grant project ordinance to separately account for and track expenditures of ARP/CSLFRF funds.
- Review of financial management system that meets the standards outlined in 2 CFR 200.302:
 - Track all federal awards received and related expenditures separately for each federal program.
 - Provide accurate, current, and complete financial data to enable the disclosure of the results of each federal award.
 - Identify the source and application of funds (i.e., the system must be able to track authorizations, obligations, and disbursements, and tie any expenditures to eligible uses of ARP/CSLFRF funds.
 - Maintain control over, and accountability for, all funds, property, and other assets.
 - Compare budgeted amounts with actual expenditures.
 - Expenditures must be supported by the Town of Angier's written procedures for determining the allowability, reasonableness, and allocability of costs. (A written Allowable Cost/Cost Principles Policy is required.)
- Retain records according to record retention requirements, including paid invoices, payrolls, time and attendance records, contracts, and subaward documents
- Finance Officer shall prepare monthly reports for the governing board that includes updates for grant project expenditures and a comparison of budget to actuals.
- General ledger and subsidiary ledgers used to account for the receipt and disbursements of ARP/CSLFRF funds are reconciled monthly against account balances by someone who does not have record-keeping/bookkeeping functions.

II. Eligibility

Overview: The unit is responsible for ensuring ARP/CSLFRF funds are expended on eligible projects and programs. The process for making eligibility determinations is described in the Town of Angier's Eligible Use Policy.

Objectives: (1) Ensure that supported projects and programs under the ARP/CSLFRF are eligible under one of the expenditure categories; (2) document eligibility review and project determinations; (3) Establish processes to ensure funds are not expended on ineligible uses.

Control Activities: (to be used as a checklist)

- The Town of Angier has adopted an ARP/CSLFRF Eligible Use Policy that explains the eligible uses of ARP/CSLFRF award funds and includes the Town of Angier's process for reviewing and documenting eligibility determinations.
- The Finance Officer has reviewed applicable Treasury guidance, including the Final Rule, and has trained staff to conduct initial eligibility reviews for all project or program requests.
- This documentation is retained for the five-year record retention period. Town Clerk is responsible for overseeing compliance with documentation and record retention requirements.
- The Finance Officer will communicate eligibility requirements and project determinations internally to staff and externally to community members and stakeholders. Management will periodically review a sample of eligibility determinations to ensure that documentation is being maintained and that the supported projects are eligible.

III. Allowable Costs/Cost Principles, 2 CFR §§ 200.400 to 200.476

Overview: The Uniform Guidance Cost Principles provide guidance on how to charge specific items of cost to a federal award.

Objectives: Ensure all costs charged to the federal award are allowable as defined in the Uniform Guidance, Subpart E—Cost Principles.

Control Activities: (to be used as a checklist)

- The Town of Angier has adopted an Allowable Cost/Cost Principles Policy, as required by 2 CFR 200.302.
- Identify second official who can review clerk's approval or the recording of financial transactions.
- The Finance Officer shall ensure that documentation evidencing compliance with the Cost Principles is created and maintained through December 31, 2031.

IV. Period of Performance (See Award Terms and Conditions)

Overview: The Period of Performance covers the period of time the Town of Angier may obligate and expend ARP/ CSLFRF funds. ARP/CSLFRF funds must be used for costs incurred between March 3, 2021, and December 31, 2024. For a cost to be incurred, the funds must be obligated (e.g., contract executed/pre-audit stage). All obligated funds must be expended by December 31, 2026. Any unspent award funds must be returned to the Treasury.

Objective: Ensure that all obligations and expenditures are incurred during the ARP/CSLFRF award's period of performance.

Control Activities: (to be used as a checklist)

- Finance Officer reviews obligation dates to ensure that all obligations are made for costs incurred between March 3, 2021, and December 31, 2024.
- Finance Officer trains staff to review obligation and expenditure dates on contracts, or when performing eligibility and allowable cost reviews.
- Finance Officer shall communicate pertinent dates, including the period of performance, to any staff responsible for obligating or expending federal award fund.

Adopted this the ____ day of _____, 2023.

Robert M. Jusnes Sr., Mayor

Veronica Hardaway, CMC, NCCMC, Town Clerk

**RESOLUTION ADOPTING TOWN OF ANGIER NONDISCRIMINATION
POLICY FOR CORONAVIRUS STATE FISCAL RECOVERY FUND
AWARD**

WHEREAS, the Town of Angier has received an allocation of funds from the “Coronavirus State Fiscal Recovery Fund” or “Coronavirus Local Fiscal Recovery Fund” (together “CSLFRF funds”), established pursuant to Sections 602 and 603 of the Social Security Act, as added by Section 9901 of the American Rescue Plan Act of 2021, Pub. L. No. 117-2 (the “ARP/CSLFRF award”).

WHEREAS, CSLFRF funds are subject to the U.S. Department of Treasury (“Treasury”) regulations, including the Final Rule, the Award Terms and Conditions, and the Title VII implementing regulations at 31 C.F.R. Part 22.

WHEREAS, pursuant to the ARP/CSLFRF Award Terms and Conditions, and as a condition of receiving CSLFRF funds, the Town of Angier will follow all federal statutes and regulations prohibiting discrimination in its administration of CSLFRF under the terms and conditions of the ARP/CSLFRF award, including, without limitation, the following:

- I. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury’s implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin within programs or activities receiving federal financial assistance;
- II. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
- III. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving Federal financial assistance;
- IV. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury’s implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
- V. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

RESOLVED, that the governing board of the Town of Angier hereby adopts and enacts the following nondiscrimination policy, which shall apply to the operations of any program, activity, or facility that is supported in whole, or in part, by expenditures CSLFRF pursuant to the ARP/CSLFRF award.

TOWN OF ANGIER NONDISCRIMINATION POLICY FOR CORONAVIRUS STATE FISCAL RECOVERY FUND AWARD

I. Nondiscrimination Policy Statement

It is the policy of the Town of Angier to ensure that no person shall, on the ground of race, color, national origin (including limited English Proficiency), familial status, sex, age, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any program or activity administered by the Town of Angier, including programs or activities that are funded in whole or part, with Coronavirus State and Local Fiscal Recovery Funds ("CSLFRF"), which the Town of Angier received from the U.S. Department of Treasury ("Treasury") pursuant to Sections 602 and 603 of the Social Security Act, as added by Section 9901 of the American Rescue Plan Act of 2021, Pub. L. No. 117-2 (herein the "ARP/CSLFRF award").

II. Governing Statutory & Regulatory Authorities

As required by the CSLFRF Award Terms and Conditions, the Town of Angier shall ensure that each "activity," "facility," or "program" that is funded in whole, or in part, with CSLFRF and administered under the ARP/CSLFRF award, will be facilitated, operated, or conducted in compliance with the following federal statutes and federal regulations prohibiting discrimination. These include, but are not limited to, the following:

1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;
2. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
3. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
4. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age within programs or activities receiving federal financial assistance; and
5. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

III. Discriminatory Practices Prohibited in the Administration of the ARP/CSLFRF Award

To ensure compliance with Title VII of the Civil Rights Act of 1964, and Title 31 Code of Federal Regulations, Part 22, the Civil Rights Restoration Act of 1987, and other pertinent nondiscrimination authorities, the Town of Angier shall prohibit, at a minimum, the following practices in its administration of CSLFRF pursuant to the ARP/CSLFRF award:

1. Denying to a person any service, financial aid, or other program benefit without good cause;
2. Providing to a person any service, financial aid, or another benefit which is different in quantity or quality, or is provided in a different manner, from that provided to others under the program.
3. Subjecting a person to segregation or separate treatment in any matter related to the receipt of any service, financial aid, or other benefit under the program;
4. Restricting a person in the enjoyment of any advantages, privileges, or other benefits enjoyed by others receiving any service, financial aid, or other benefit under the program;
5. Treating a person differently from others in determining whether that person satisfies any admission, enrollment, quota, eligibility, membership, or other requirement or condition which persons must meet to be provided any service, financial aid, or other benefit provided under the program;
6. Implementing different standards, criteria, or other requirements for admission, enrollment, or participation in planning, advisory, contractual, or other integral activities to the program;
7. Adopting methods of administration which, directly or through contractual relationships, would defeat or substantially impair the accomplishment of effective nondiscrimination;
8. Selecting a site or location of facilities with the purpose or effect of excluding persons from, denying them the benefits of, subjecting them to discrimination, or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of Title VI or related acts and regulations;
9. Discriminating against any person, either directly or through a contractual agreement, in any employment resulting from the program, a primary objective of which is to provide employment;
10. Committing acts of intimidation or retaliation, including threatening, coercing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by any pertinent nondiscrimination law, or because an individual made a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing.

VI. Reporting & Enforcement

1. The Town of Angier shall cooperate in any enforcement or compliance review activities by the Department of the Treasury. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Town of Angier shall comply with information requests, on-site compliance reviews, and reporting requirements.
2. The Town of Angier shall maintain a complaint log and inform the Treasury of any complaints of discrimination on the grounds of race, color, or national origin (including limited English proficiency) covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, whether pending or completed, including the outcome. The Town of Angier shall inform the Treasury if it has received no complaints under Title VI.
3. Any person who believes they have been aggrieved by a discriminatory practice under Title VI has a right to file a formal complaint with the Treasury. Any such complaint must be in writing and filed with the Treasury's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence.

4. Any person who believes that because of that person's race, color, national origin, limited English proficiency, familial status, sex, age, religion, or disability that he/she/they have been discriminated against or unfairly treated by the Town of Angier in violation of this policy should contact the Town Manager within 180 days from the date of the alleged discriminatory occurrence.

Adopted this the ____ day of _____, 2023.

Robert M. Jusnes Sr., Mayor

Veronica Hardaway, CMC, NCCMC, Town Clerk

RESOLUTION ADOPTING PROPERTY MANAGEMENT POLICY

WHEREAS the Town of Angier has received an allocation of funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF); and

WHEREAS the ARP/CSLFRF are subject to the provisions of the federal Uniform Grant Guidance, 2 CFR Sect. 200, as provided in the Assistance Listing; and

WHEREAS the Compliance and Reporting Guidance for the State and Local Fiscal Recovery Funds provides, in relevant part:

Equipment and Real Property Management. Any purchase of equipment or real property with SLFRF funds must be consistent with the Uniform Guidance at 2 CFR Part 200, Subpart D. Equipment and real property acquired under this program must be used for the originally authorized purpose. Consistent with 2 CFR 200.311 and 2 CFR 200.313, any equipment or real property acquired using SLFRF funds shall vest in the non-Federal entity. Any acquisition and maintenance of equipment or real property must also be in compliance with relevant laws and regulations.

WHEREAS Subpart D of the Uniform Guidance dictates title, use, management, and disposal of real property, equipment, and supplies acquired in whole or in part with ARP/CSLFRF funds;

BE IT RESOLVED that the governing board of Angier hereby adopts and enacts the following Property Management Policy for the expenditure of ARP/CSLFRF funds.

TOWN OF ANGIER PROPERTY MANAGEMENT POLICY REGARDING EXPENDITURE OF AMERICAN RESCUE PLAN ACT CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

I. POLICY OVERVIEW

Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, commonly called Uniform Guidance, specifically Subpart D, details post award requirements related to property management of property acquired or updated, in whole or in part, with funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF).

2 CFR 200.311 through 2 CFR 200.316 detail property standards related to the expenditure of ARP/CSLFRF funds. The Town of Angier ("Town") shall adhere to all applicable property standards, as detailed below.

II. DEFINITIONS

The following definitions from 2 CFR 200.1 apply in this policy.

Computing devices: machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or "peripherals") for printing, transmitting and receiving, or storing electronic information.

Equipment: tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the Town for financial statement purposes, or \$5,000.

Information technology systems: computing devices, ancillary equipment, software, firmware, and similar procedures, services (including support services), and related resources.

Intangible property: property having no physical existence, such as trademarks, copyrights, patents and patent applications and property, such as loans, notes and other debt instruments, lease agreements, stock and other instruments of property ownership (whether the property is tangible or intangible).

Personal property: property other than real property. It may be tangible, having physical existence, or intangible.

Property: real property or personal property.

Real property: land, including land improvements, structures and appurtenances thereto, but excludes moveable machinery and equipment.

Supplies: all tangible personal property other than those described in the definition of equipment in this section. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the local government for financial statement purposes or \$5,000, regardless of the length of its useful life. See also the definitions of computing devices and equipment in this section.

III. REAL PROPERTY

Title to Real Property: Title to real property acquired or improved with ARP/CSLFRF funds vests with the Town. 2 CFR 200.311(a).

Use of Real Property: Except as otherwise allowed by Federal statute or the awarding agency, real property acquired or improved with ARP/CSLFRF funds must be used for the originally authorized purpose as long as needed for that purpose, during which time the Town must not dispose of or encumber its title or other interests. 2 CFR 200.311(b).

Insurance of Real Property: The Town must provide insurance coverage for real property acquired or improved with ARP/CSLFRF funds equivalent to insurance provided to property owned by the Town. 2 CFR 200.310.

Disposition of Real Property: When the Town no longer needs real property purchased with ARP/CSLFRF for ARP/CSLFRF purposes, the Town must obtain disposition instructions from US Treasury. The instructions must provide for one of the following alternatives:

1. The Town retains title after compensating US Treasury. The amount paid to US Treasury will be computed by applying US Treasury's percentage of participation in the cost of the original purchase (and costs of any improvements) to the fair market value of the property. However, in those situations where the Town is disposing of real property acquired or improved with ARP/CSLFRF funds and acquiring replacement real property under the ARP/CSLFRF, the net proceeds from the disposition may be used as an offset to the cost of the replacement property.
2. The Town sells the property and compensates US Treasury. The amount due to US Treasury will be calculated by applying US Treasury's percentage of participation in the cost of the original purchase (and cost of any improvements) to the proceeds of the sale after deduction of any actual and reasonable selling and fixing-up expenses. If the ARP/CSLFRF award has not been closed out, the net proceeds from sale may be offset against the original cost of the property. When the Town is directed to sell property, sales procedures must be followed that provide for competition to the extent practicable and result in the highest possible return.
3. The Town transfers title to US Treasury or to a third party designated/approved by US Treasury. The Town is entitled to be paid an amount calculated by applying the Town's percentage of participation in the purchase of the real property (and cost of any improvements) to the current fair market value of the property. 2 CFR 200.311(c).

Federally Owned Property. The Town must submit annually an inventory of any Federally-owned property in its custody to the Federal awarding agency and report to the agency when property is no longer needed.

IV. EQUIPMENT

Title to Equipment: Title to equipment acquired or improved with ARP/CSLFRF funds vests with the Town. 2 CFR 200.313(a).

Use of Equipment: The Town must use equipment acquired with ARP/CSLFRF funds for the project for which it was acquired as long as needed, whether or not the project continues to be supported by the

ARP/CSLFRF award, and the Town must not encumber the property without prior approval of US Treasury. 2 CFR 200.313(a)(1)-(2).

After Project Use is Complete: When no longer needed for the original project, the equipment may be used in other activities supported by a Federal awarding agency, in the following order of priority:

1. Activities under a Federal award from the Federal awarding agency which funded the original project, then
2. Activities under Federal awards from other Federal awarding agencies. This includes consolidated equipment for information technology systems. 2 CFR 200.313(c)(1).

Use for Other Projects: During the time that equipment is used on the project for which it was acquired, the Town must also make equipment available for use on other projects or programs currently or previously supported by the Federal Government, provided that such use will not interfere with the work on the project for which it was originally acquired. First preference for other use must be given to other programs or projects supported by US Treasury and second preference must be given to programs or projects under Federal awards from other Federal awarding agencies. Use for non-federally-funded programs or projects is also permissible. User fees should be considered if appropriate. 2 CFR 200.313(c)(2).

Noncompetition: The Town must not use equipment acquired with the ARP/CSLFRF funds to provide services for a fee that is less than private companies charge for equivalent services unless specifically authorized by Federal statute for as long as the Federal Government retains an interest in the equipment. 2 CFR 200.313(c)(3).

Replacement Equipment: When acquiring replacement equipment, the Town may use the equipment to be replaced as a trade-in or sell the property and use the proceeds to offset the cost of the replacement property. 2 CFR 200.313(c)(4).

Management of Equipment: The Town will manage equipment (including replacement equipment) acquired in whole or in part with ARP/CSLFRF funds according to the following requirements.

1. The Town will maintain sufficient records that include
 - (a) a description of the property,
 - (b) a serial number or other identification number,
 - (c) the source of funding for the property (including the Federal Award Identification Number (FAIN),
 - (d) who holds title,
 - (e) the acquisition date,
 - (f) cost of the property,
 - (g) percentage of Federal participation in the project costs for the Federal award under which the property was acquired,
 - (h) the location, use and condition of the property, and
 - (i) any ultimate disposition information including the date of disposal and sale price of the property.
2. The Town will conduct a physical inventory of the property and reconcile results with its property records at least once every two years.

3. The Town will develop a control system to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft will be investigated by the Town.
4. The Town will implement adequate maintenance procedures to keep the property in good condition.
5. If the Town is authorized or required to sell the property, it will follow proper sales procedures to ensure the highest possible return, in accordance with state and federal law.

Insurance of Equipment: The Town must provide insurance coverage for equipment acquired or improved with ARP/CSLFRF funds equivalent to insurance provided to property owned by the Town. 2 CFR 200.310.

Disposition of Equipment: When the equipment is no longer needed for its original ARP/CSLFRF purpose, the Town may either make the equipment available for use in other activities funded by a Federal agency, with priority given to activities funded by US Treasury, dispose of the equipment according to instructions from US Treasury, or follow the procedures below. 2 CFR 200.313(e).

1. Equipment with a per-item fair market value of less than \$5,000 may be retained, sold or transferred by the Town, in accordance with state law, with no additional responsibility to US Treasury;
2. If no disposal instructions are received from US Treasury, equipment with a per-item fair market value of greater than \$5,000 may be retained or sold by the Town. The Town must follow proper sales procedures, in accordance with state law, to ensure the highest possible return. The Town must reimburse US Treasury for its federal share. Specifically, US Treasury is entitled to an amount calculated by multiplying the current market value or proceeds from sale by the ARP/CSLFRF funding percentage of participation in the cost of the original purchase. If the equipment is sold, US Treasury may permit the Town to deduct and retain from the Federal share \$500 or ten percent of the proceeds, whichever is less, for its selling and handling expenses.
3. Equipment may be transferred to US Treasury or to a third-party designated by US Treasury in return for compensation to the Town for its attributable compensation for its attributable percentage of the current fair market value of the property.

V. SUPPLIES

Title to Supplies. Title to supplies acquired with ARP/CSLFRF funds vests with the Town upon acquisition. 2 CFR 200.314(a).

Use and Disposition of Supplies: If there is a residual inventory of unused supplies exceeding \$5,000 in total aggregate value upon termination or completion of the ARP/CSLFRF project and the supplies are not needed for any other Federal award, the Town must retain the supplies for use on other activities or sell them, but must, in either case, compensate the Federal Government for its share. The amount of compensation must be computed in the same manner as for equipment. 2 CFR 200.314(a).

Noncompetition. As long as the Federal Government retains an interest in the supplies, the Town must not use supplies acquired under the ARP/CSLFRF to provide services to other organizations for a fee that is less than private companies charge for equivalent services, unless specifically authorized by Federal statute. 2 CFR 200.314(b).

VI. PROPERTY TRUST RELATIONSHIP

Real property, equipment, and intangible property, that are acquired or improved with ARP/CSLFRF funds must be held in trust by the Town as trustee for the beneficiaries of the project or program under which the property was acquired or improved. US Treasury may require the Town to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with a Federal award and that use and disposition conditions apply to the property. 2 CFR 200.316.

VII. IMPLEMENTATION OF POLICY

The Director of Purchasing or her designee shall adopt procedures to track all real property, equipment, and supplies (collectively, property) acquired or improved in whole or in part with ARP/CLSFRF funds. At a minimum, those procedures must address the following:

- (a) Ensure proper insurance of property
- (b) Document proper use of property
- (c) Working with the Finance Director, record and maintain required data records for equipment
- (d) Conduct periodic inventories of equipment, at least every two years
- (e) Create processes for replacement and disposition of property
- (f) Establish other internal controls to safeguard and properly maintain property

Adopted this the ____ day of _____, 2023.

Robert M. Jusnes Sr., Mayor

Veronica Hardaway, CMC, NCCMC, Town Clerk

RESOLUTION ADOPTING RECORD RETENTION POLICY

WHEREAS the Town of Angier has received an allocation of funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF); and

WHEREAS the ARP/CSLFRF are subject to the provisions of the federal Uniform Grant Guidance, 2 CFR Sect. 200, as provided in the Assistance Listing; and

WHEREAS the Coronavirus Local Fiscal Recovery Funds ("CSLFRF") Award Terms and Conditions and the Compliance and Reporting Guidance set forth the U.S. Department of Treasury's ("Treasury") record retention requirements for the ARP/CSLFRF award; and

BE IT RESOLVED that the governing board of Angier hereby adopts and enacts the following Record Retention Policy for the expenditure of ARP/CSLFRF funds.

Record Retention Policy: Documents Created or Maintained Pursuant to the ARPA/CSLFRF Award

Retention of Records: The Coronavirus Local Fiscal Recovery Funds ("CSLFRF") Award Terms and Conditions and the Compliance and Reporting Guidance set forth the U.S. Department of Treasury's ("Treasury") record retention requirements for the ARP/CSLFRF award.

It is the policy of the Town of Angier to follow Treasury's record retention requirements as it expends CSLFRF pursuant to the ARP/CSLFRF award. Accordingly, the Town of Angier agrees to the following:

1. Retain all financial and programmatic records related to the use and expenditure of CSLFRF pursuant to the ARP/CSLFRF award for a period of five (5) years after all CSLFRF funds have been expended or returned to Treasury, whichever is later.
2. Retain records for real property and equipment acquired with CSLFRF for five years after final disposition.
3. Ensure that the financial and programmatic records retained sufficiently evidenced compliance with section 603(c) of the Social Security Act ("ARPA") Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
4. Allow the Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, the right of timely and unrestricted access to any records for the purpose of audits or other investigations.
5. If any litigation, claim, or audit is started before the expiration of the 5-year period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved.

Covered Records: For purposes of this policy, records are information, regardless of physical form or characteristics, that are created, received, or retained that evidence the Town of Angier's expenditure of CSLFRF funds on eligible projects, programs, or activities pursuant to the ARP/CSLFRF award.

Records that shall be retained pursuant to this policy include, but are not limited to, the following:

1. Financial statements and accounting records evidencing expenditures of CSLFRF for eligible projects, programs, or activities;

2. Annual budget, ordinance appropriating funds, budget actions, and Council minutes approving appropriation;
3. Documentation of rationale to support a particular expenditure of CSLFRF (e.g., expenditure constitutes a general government service under revenue replacement category);
4. Documentation of administrative costs charged to the ARP/CSLFRF award;
5. Procurement documents evidencing the significant history of a procurement, including, at a minimum, the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for contract cost or price;
6. Subaward agreements and documentation of subrecipient monitoring;
7. Documentation evidencing compliance with the Uniform Guidance property management standards set forth in 2 C.F.R. §§ 200.310-316 and 200.329;
8. Personnel and payroll records for full-time and part-time employees compensated with CSLFRF, including time and effort reports;
9. Records related to the management of acquired property, including, descriptions of the property, cost of the property, the location, use, and condition of the property, and any disposition data of any acquired property;
10. Documentation related to insurance coverage of an acquired or improved property;
11. Documentation related to the proper use of property and/or equipment; and
12. Indirect cost rate proposals

Storage: The Town of Angier's records must be stored in a safe, secure, and accessible manner. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.

Departmental Responsibilities: Any department or unit of the Town of Angier, and its employees, who are responsible for creating or maintaining the covered documents in this policy shall comply with the terms of this policy. Failure to do so may subject the Town of Angier to civil and/or criminal liability. Any employee who fails to comply with the record retention requirements set forth herein may be subject to disciplinary sanctions, including suspension or termination.

The Town Clerk is responsible for identifying the documents that the Town of Angier must or should retain and arrange for the proper storage and retrieval of records. Town Clerk shall also ensure that all personnel subject to the terms of this policy are aware of the record retention requirements set forth herein.

Reporting Policy Violations: The Town of Angier is committed to enforcing this policy as it applies to all forms of records. Any employee who suspects the terms of this policy have been violated shall report the incident immediately to that employee's supervisor. If an employee is not comfortable bringing the matter up with the supervisor, the employee may bring the matter to the attention of the Human Resources department. The Town of Angier prohibits any form of discipline, reprisal, intimidation, or retaliation for reporting incidents of inappropriate conduct of any kind, pursuing any record destruction claim, or cooperating in related investigations.

Questions About the Policy: Any questions about this policy should be referred to Town Clerk who is in charge of administering, enforcing, and updating this policy.

Adopted this the ____ day of _____, 2023.

Robert M. Jusnes Sr., Mayor

Veronica Hardaway, CMC, NCCMC, Town Clerk

MANAGER'S REPORT &
STAFF REPORTS



Town of Angier

www.angier.org

Bob Jusnes
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

Re: Manager's Report

From: Elizabeth Krige, Town Manager

Date: December 5th, 2023

Thank you to Mayor Bob Smith and Commissioner Alan Coats for your service to the town. Your dedication and leadership have truly made a positive impact on our community. I am thankful for the opportunity to work with you as elected officials and hope I will continue to work with you as advocates in the community.

Grants

The Town continues to seek grant funding for projects and equipment. Each year, the Police Department receives equipment grants from the Governor's Crime Commission and the Bulletproof vest partnership. Additionally, the Town received funding from NC DOT to complete a pedestrian and bicycle plan.

The Town is also taking advantage of free services provided by the North Carolina League of Municipalities. Staff will make the Board aware as more grant opportunities become available.

On-going project updates:

a. Waste Water Treatment Plant Capacity Purchase

The Town of Angier owns approximately 14% of the Harnett County Waste Water Treatment Plant and is contractually obligated to pay for upgrades to the plant. Harnett County received 5 bids for the plant upgrades. The lowest bidder was Adams Robinson at \$104,121,000 and the County Commissioners plan to award the project at the December 4th meeting. The estimated cost for Angier's portion of the project is \$15,468,889. The Town was awarded \$6.1 in 2021 and 2022. An additional \$9 million was appropriated in the 2023-25 budget which will cover most of the project.



Town of Angier

www.angier.org

Bob Jusnes
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

b. Park Expansion

Town staff met with WithersRavenal on creating a phased approach to the proposed park off Campbell Street. Adjacent property owners were contacted to begin conversations about acquiring a second entrance. The town will likely pursue Part F grant funding in 2024.

c. Town Hall Annex- 32 W Williams Street

The following is a report on the purchase of 32 W Williams Street.

- 1) Initially, a purchase price of \$250,000, was discussed but the property owner indicated that was not the final price and he would come back to the town with a firm number, which was \$325,000. Because of time constraints, the Board did not feel an appraisal was necessary and the proximity of the building was ideal.
- 2) The following inspections were conducted: radon, termite and mold. Reports were received a week before the closing date. Mold was found to be elevated in only one area of the building. Quotes to mitigate the mold are still being received and will be presented for the Board's approval.

d. Police Station Construction

After consultation with the USDA and the town's attorney, it was determined that the RFQ should be re-advertised. Site work, including the Phase II Environmental assessment and geotechnical work is moving forward. A report is expected from Terracon in the next month. These test/analysis are required for the construction of a public building.

HUMAN RESOURCES



HR MONTHLY REPORT

FOR THE MONTH OF:
November 2023

- Held Thanksgiving Luncheon for Staff
- Trained on the payroll process
- Processed Applications as Submitted and provided to respective Departments for Review & Consideration
- Submitted all adjusted salary forms for payroll
- Sent out retirement meeting schedule from the State
- Sent out Annual Evaluation Reminders to Departments
- Advertised for New positions approved in budget and vacant positions
 - Police Officer Positions P/T
 - Finance Director
 - Utility Maintenance Worker
 - Utility Customer Service Full time and Part time
- Assisted updating Angier social media sites & website

ENGINEERING

Memo

To: Elizabeth Yokley-Krige, Town Manager
From: Bill Dreitzler, P.E., Town Engineer
Date: November 27, 2023
Re: December 2023 BOC Meeting - Engineer's Staff Report

Please consider my staff report for the scheduled November, 2023 Board of Commissioners meeting:

Hwy 210 Sidewalk Extension Project – LAPP U-5530PA

NCDOT has completed the required final inspections and the Contractor has addressed punch list items. Staff is in the process of reviewing total project costs, including change orders and the pending NCDOT invoice for project administration to determine actual cost. Staff is still awaiting final audit and authorization to submit final reimbursement request from NCDOT. **NCDOT has provided a close-out checklist spreadsheet and staff is in the process of compiling all of the required information.**

Willow, Junny and West Lillington Sidewalk Extension – LAPP (EB-6020)

EB-6020 is a LAPP which is funded with 80% Federal Highway funds and a 20% local match. Summit is proceeding towards 70% drawings with the focus on utility relocation, drainage and easement requirements. NCDOT instructed that staff request funding authorization for the ROW acquisition task of this project through the EBS portal prior to advertising an RFQ. Based on an updated project schedule provided by our consultant, the current anticipated LET date for construction is September 2024. In a progress meeting with NCDOT on Monday, September 18, 2023, NCDOT wanted to hold off on changing the LET date to September 2024 until we are further along with the ROW acquisition task. The RFLOI for the ROW Acquisition work has been submitted to NCDOT. Comments were provided and addressed and the RFLOI was re-submitted. Staff is awaiting final approval prior to advertisement. **NCDOT has approved the RFLOI and it is scheduled to be advertised on or before December 1, 2023.**

Wastewater Inflow/Infiltration Evaluation

The video inspection work has been completed and Hydrostructures is in the process of evaluating. Once the evaluation is completed, they will provide a Condition Assessment Report/Technical Memorandum. The Report was received on 10-26-2021 and is currently under staff review. The Report has broken down recommended repairs as Priority 5, Priority 4 and Priority 3 as per the NASSCO Rating System. Priority 5 represents locations with sewer lines in the worst condition and needing repairs in the near-term. Priority 4 represents identified sewer lines with severe defects. Priority 3 represents identified sewer lines with moderate defects that will continue to deteriorate if not repaired. The opinion of cost for repairs are:

Priority 5: \$ 208,438
Priority 4: \$ 225,625

Priority 3: \$ 226,875
Total Cost: \$660,938

Town staff is evaluating potential funding sources for the proposed I/I repairs. Removing I/I from our wastewater collection system reduces our monthly treatment cost with Harnett Regional Water. In addition, Town Staff is currently focused on funding and repairs for the Priority 5 locations to begin the process.

Wastewater Collection and Water System Master Plan

The utility mapping will be updated as new developments are recorded and populated within the Harnett County GIS system. At present, we will be updating the wastewater collection and water distribution system mapping to include a) Southern Acres, b) Kathryn's Retreat and c) Bellewood. **The update is underway. As subsequent developments record final plats and are updated on the Harnett County GIS Site we will update our Utility Master Plans accordingly.**

Construction Standards

The water and sewer sections have been completed. The Street and Storm Drainage sections have been marked up and the details are currently being drafted for both. The written specifications for Storm Drainage are underway.

Sanitary Sewer Flow Tracking

Through October 2023 our Average Daily Flow (ADF) to the North Harnett Regional Wastewater Treatment Plant is 0.718 MGD or roughly 71% of our 1.008 MGD treatment allocation. We are currently tracking 0.949 MGD in obligated but not yet tributary flows (21 different active developments). Therefore, our ADF + NYT flow is over our permitted capacity by 0.659 MGD. In addition, we are tracking 3 additional developments that are in the design phase that currently total 0.197 MGD in projected wastewater flow. **Based on recent legislation, the flow estimate for residential developments can be reduced from 120 gallons/day/bedroom to 75 gallons/day/bedroom. Staff is in the process of making revised submittals for the developments with current not-yet-tributary flow. Once approved, we will have a significantly reduced NYT and free up additional available capacity for future developments.**

HRW has been moving forward with the design and permitting of the North Harnett Regional Wastewater Treatment Plant Expansion Project. HRW is currently planning an expansion to the facility of 9.0MGD. The current plant capacity of 7.5 MGD. The Town and County are currently working on an Interlocal Agreement regarding the expansion that was requested by the Division of Water Infrastructure (DWI) as part of the ARPA process. **Bids have been received for the plant expansion and HRW is currently reviewing the submittals.**

Pump Station #1 -- Dupree Street and Pump Station #6

Temple Grading and Construction Company, Inc. continues to move forward with construction of both pump stations. Staff anticipates PS#1 and PS #6 being operational by late October 2023. Coordination with the contractor continues as we push to speed up the delivery date. We are currently scheduled to have the start-up of PS#6 on October 12, 2023. **Start-up for PS #6 was completed on Thursday, October 12, 2023. We anticipate start-up for PS #1 by late November or early December 2023.**

500,000 Gallon Elevated Water Storage Tank

Permit documents were submitted to Public Water Supply, NC DEQ Land Quality Section, Division of Water Infrastructure and NCDOT for review and approval. The submittals were made on October 30, 2023. We have not yet received comments from the review agencies. Staff held a status meeting with

our consultant on Wednesday, November 22, 2023 and will be holding monthly progress meetings for the duration of the project. Minutes will be produced for each meeting. Below is the current project schedule:

Junny Rd. 0.50 MG Elevated Tank and Tippet Rd. Booster Pump Station

Bid and Design Package Submittal: November 1, 2023
 Bid and Design Package Approval: March 1, 2024
 Adv., Bid, Submit Bid Info., ATA: May 1, 2024
 Execute Construction Contract: June 1, 2024
 Final Certification and Closeout: December 1, 2025

Our current milestone with the State is March 1, 2024 as a LET date for construction. This milestone date will need to be revised with the Division of Water Infrastructure (DWI) to align with our current anticipated schedule. The key deadline for the project is December 31, 2026. The appropriated funds are required to be spent per the State budget by that date. When the design package is submitted for State permitting, the engineer's opinion of cost will be updated. Currently the project budget remains:

TOWN OF ANGIER		
500,000-Gallon Elevated Tank & Booster Pump Station		
A.	Wake Co. 0.50 MG Elevated Tank (150' to H.W.L.):	\$2,380,000
B.	40 HP Packaged Duplex Booster Pump Station:	\$500,000
Total Construction:		\$2,880,000
Construction Contingency (10%):		\$288,000
Study Phase:		\$10,000
Surveying and Engineering Design:		\$90,000
Environmental & Geotechnical Investigation:		\$10,000
Construction Contract Admin. & Observation:		\$35,000
Permitting Fees:		\$500
TOTAL PROJECT:		\$3,313,500

The above estimate does not include legal fees or land acquisition.

Old Core Water Distribution System Replacement Project

The survey location work being provided by Crescent Moon Land Surveying will be approximately 85% complete by the end of November. Staff held a progress meeting with our consultant on Wednesday, November 22, 2023. Based on discussion during the progress meeting, we anticipate completion of the location survey work by mid to late December 2023. Below is our current estimated project schedule:

Bid and Design Package Submittal: June 1, 2024
 Bid and Design Package Approval: October 1, 2024
 Adv., Bid, Submit Bid Info., ATA: February 1, 2025
 Execute Construction Contract: March 1, 2025

Final Certification and Closeout: September 1, 2026

The project close-out is very close to the legislative deadline of December 31, 2023. An extension of this date would have to go through the Legislature. The current project budget is as follows:

Project Budget

The pre-design project budget is as follows:

TOWN OF ANGIER WATER DISTRIBUTION CORE SYSTEM REPLACEMENT		
A.	Approximately 43,400 linear feet of new 6" and 4" waterline, 450 gate valves, 40 fire hydrants, 372 water services, site work, etc.	\$4,406,650
Construction Contingency (10%):		\$440,665
Surveying, Engineering Design & Permitting:		\$260,000
Construction Contract Admin. & Observation:		\$140,000
Permitting Fees:		\$2,500
TOTAL PROJECT:		\$5,249,815

Southwest Drainage Basin Mitigation Measure #3 (MM#3)

At the May progress meeting, staff instructed Gradient to put the design on a temporary hold pending a response from CSX. Staff has established a project within the CSX Property Portal and our request to purchase the property is currently under initial review. CSX has provided an initial assessment of the request to purchase. After further discussion with CSX, they informed us that the property was easement title reverted to the underlying property owner. A title search has indicated that CSX abandoned the railroad right-of-way and the tract reverted to adjacent property owners. Our consultant has prepared a schematic outlining the additional right-of-way needed for the MM#3 project and staff will be meeting with the property owner to discuss acquisition of the needed right-of-way. **Pope & Pope Attorneys are coordinating with the property owners to secure the needed documents to allow the Town to utilize the additional right-of-way needed. The project will require a temporary construction easement and permanent additional right-of-way.**

Wastewater Treatment Additional Capacity Purchase – Supplemental Funding

Harnett Regional Water has received bids for the plant expansion and will be recommending award to the low bidder. Through past coordination with the Division of Water Infrastructure, staff has been advised as to the reimbursement process and is prepared to make reimbursement submittals when HRW invoices the Town.

TIP# BL-0090 McIver and Wilma Sidewalk Extension LAPP

The Town has been notified by CAMPO that the "Angier Elementary School Sidewalk Connection" project has been funded. The CAMPO cost is \$878,400 and the Town match is \$219,600. The project will kick off with mandatory LAPP training in March 2023. Staff is also working with NCDOT Division 6 regarding options to combine the LAPP funds with available NCDOT funds for sidewalks in this area. A meeting was conducted including Town staff, NCDOT and CAMPO to discuss combining funding sources. This project was not funded by NCDOT. Therefore, the sidewalks along

McIver will be included within the CAMPO LAPP project as was the original intent. NCDOT Agreement 2000070538 has been fully executed and the project is eligible to request funding authorization for the PE Phase. **The request for PE funding has been made through the EBS portal. An engineering design and permitting RFQ will be prepared and uploaded to EBS for NCDOT review and approval.**

Additional Capital Projects – Funding Source Evaluation

Staff continue to evaluate funding opportunities for the following projects on our Capital Improvement Program:

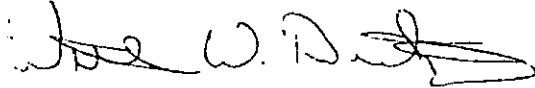
- Southwest Angier Drainage Basin Study MM1 and MM2.
- Wastewater Collection System Inflow and Infiltration Repairs.

Miscellaneous

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

- Attendance as staff engineer at the Pre-Development, TRC, Planning Board Meetings, Board of Commissioners Meetings, and Board of Adjustment Meetings, as requested by the Town Manager.
- Meet with citizens on an on-call basis for issues predominately related to storm drainage.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Dreitzler", with a stylized flourish at the end.

Bill Dreitzler, P.E., Town Engineer

12-month Flow Totals

Nov-22	16.441
Dec-23	24.260
Jan-23	24.345
Feb-23	27.902
Mar-23	26.633
Apr-23	22.591
May-23	22.300
Jun-23	18.709
Jul-23	22.885
Aug-23	18.419
Sep-23	20.995
Oct-23	16.444
	261.925

ADF

0.718

Not Yet Tributary Flow

Kathryn's Retreat 26 lots x 360	0.010
Whetstone Phase 2 0 lot X 225	0.0000
Andrews Landing TH 2 units x 360	0.001
Honeycutt Oaks 254 lots x 360	0.091
Lynn Ridge 36 lots x 360	0.013
Coble Farms West 90 lots x 360	0.032
Nell's Pointe 149 lots x 360	0.054
Highland Ridge 256 lots x 480	0.123
Spring Village 228 lots x 360	0.082
15 lots x 480	0.007
Cotswold PUD 77 units x 360	0.028
Kennebec Crossing 83 lots x 360	0.03
Tanglewood 11 lots x 360	0.004
Tanglewood 3 68 lots x 360	0.024
Williams Street Place 39 lots x 360	0.014
Camden Place 163 lots x 360	0.059
Myrtle Manor 57 lots x 360	0.021
63 lots x 480	0.03
6 lots x 240	0.001
Sherid Downs 116 lots x 480	0.056
109 lots x 600	0.065
Vaughn Farms 88 lots x 480	0.042
Easley's Pond PH 1 74 lots x 480	0.036
Easley's Pond PH2 78 lots x 300	0.023
White Oak Crossing 226 lots x 360	0.081
Station Pointe Phase 1 60 lots x 360	0.022
Subtotal	0.949

CD Review Phase

Wimberly Place (72)	0.026
Wimberly (340)	0.122
Gardner Farms (136)	0.049
South Cross (180x240) Prelim Design	0.043
Lipscomb Road (104x360) Prelim Design	0.037
Matthews Mill Pond Road (70x360) Prelim Design	0.025
(120x240) Prelim Design	0.029
Subtotal (all)	0.331
Subtotal (CD Review)	0.197

Total flow to HC thru PS # 9 and CS# 1 and CS # 2

ADF + NYT	1.667	%	1.653
Add In Land Application		%	1.381
ADF + NYT + CD Review	1.864	%	1.849
Add In Land Application		%	1.544
ADF + NYT + CD Review + Prelim	1.998	%	1.982
Add In Land Application		%	1.655

LAST UPDATE: 11-27-2023

PARKS & RECREATION

MONTHLY REPORT
ANGIER PARKS & RECREATION
November 28, 2023

- Fall sports season is now complete. All of our teams finished up in early November with another record number of participants and teams competing in the program for the fall of 2023
- Winter sports season practices have started and will continue Monday through Saturday through early January with games beginning on the first Saturday of January and running through early March. We would like to thank Angier Elementary School and Harnett County Schools for allowing us to use the gym facility for no charge for our winter sports season.
- The construction for the new entrance playground & exercise equipment being performed by Carolina Recreation & Design LLC should began November 13 and the construction should be completed this week. The new exercise area near the tennis court and the new playground by the Jack Marley Park Entrance area are looking great.
- The Angier Parks and Rec. staff install (4) large decorative planters with seasonal flowers installed in them in various locations at Jack Marley Park. The new planters look great!
- The Angier Parks and Rec. staff has cleaned up all sports fields at Jack Marley Park from fall sports and have performed some winter field maintenance. The fields are very much in need of a recovery break period.
- Myself, along with Veronica and Elizabeth are finishing up the Parks and Rec. Advisory Board application and By-Laws for the Parks and Rec. Advisory Board. Our goal is to have these tasks completed and have all candidates appointed by the Town of Angier Board of Commissioners at the January 2024 Board Meeting. We want to schedule first Parks and Rec. Advisory Board Meeting in early 2024. Big thanks to Veronica for her help in getting this accomplished!
- Myself, along with Austin and Elizabeth met with Brian Starkey from Withers-Ravenel about assisting in us in applying for a \$500k PARTF Grant for funding assistance for new park in the spring of 2024. We will be providing updates on this process moving forward.

PUBLIC WORKS



Town of Angier

www.angier.org

Robert K. Smith
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

December 5, 2023

Public Works staff report for the Month December

- Parking lot Project: Contractor waiting on the Gates for the dumpster enclosure hope to have project completed by the end of the Month
- Installed/replaced speed limit signs at Whetstone Subdivision (see pics)
- Staff took 30 loads of limbs/Leaves to the landfill the month of October (44.39 tons)
- Staff took 5 loads of Household to the landfill the month of October (5.57 tons)
- Staff set 18 new water meters
- Staff completed 19 Site CO's
- Staff completed 350 workorders to mark Town Utilities (water and sewer lines).
- Staff replaced 200 feet of water line along South Broad Street
- Installed a Handicap ramp at Lillington and South Broad
- Staff will be putting up Christmas Decorations this month
- Staff put Christmas lights and garland on the Angier Annex Building
- Staff cutting sewer outfall lines
- Staff converted water service at 181 East Wimberly street from the 2" water line to the 10" water line
- Staff repaired water leak at 189 North Broad Street West
- Staff repaired water leak at 776 Circle Drive
- Staff repaired water leak at 48 Park Place
- Staff repaired water leak at 75 Park Place
- Staff repaired water leak at 239 North Broad Street West
- Staff cut off 84 Residents for non-payment of water bills.
- Staff reading water meters 3950
- Staff inspecting new utilities at Coble Farms, Neill Point, Spring Village, Honeycutt oaks, Tanglewood, Kennebec Crossing Highland ridge and Camden place
- Changed out the 45 planter and installed lights on small trees in the planter.
- Replacing old street signs around town
- Ting Fiber starting installation the week of November the 6th Public Works staff responsible for marking utilities







PLANNING & INSPECTIONS



Town of Angier

www.angier.org

Robert K. Smith
Mayor

Elizabeth Krige
Town Manager

Veronica Hardaway
Town Clerk

CODE ENFORCEMENT DIVISION ACTIVITY REPORT FOR MONTH OF NOVEMBER 2023

NEW INVESTIGATIONS: 25

Nuisance: 5

Zoning: 17

Minimum Housing: 2

Vehicle: 1

OPEN/ ACTIVE CASES: 21

Nuisance: 4

Zoning: 14

Minimum Housing: 2

Vehicle: 1

CASES CLOSED: 19

Nuisance: 3

Zoning: 16

Minimum Housing: 0

Vehicle 0

TOWN ABATEMENTS: 0

CIVIL CITATIONS ISSUED: 5



Town of Angier

www.angier.org

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Town Manager

Veronica Hardaway
Town Clerk

COMPLETED ABATEMENTS:

Nuisance:

37 N. Park Street – Property Cleaned (Discarded Items Removed)



267 N. Broad Street – Dilapidated Structure (Structure Demo'd)



390 S. Broad – Trash (Trash Removed)



101 Medical Drive – High Grass (Grass Cut)



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Town Clerk

Zoning:

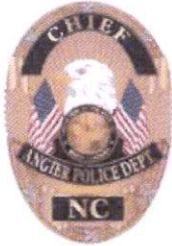
11 Kevin Troy – Unpermitted Fence (Permit Issued)
12 Kevin Troy – Unpermitted Fence (Permit Issued)
360 S. Raleigh – Sign (Feather Flag removed)
90 Tangle Wood – Unpermitted Fence (Permit Issued)
8645 Kenridge Ln. - Unpermitted Fence (Permit Issued)
407 Whetstone - Unpermitted Fence (Permit Issued)
345 Whetstone - Unpermitted Fence (Permit Issued)
559 N Raleigh – Dumpster Screen (Gate Repaired)
55 W. Depot – Sign (Feather Flag removed)
33 White Hart – Fence (Permit Issued)
96 Lynn ridge – Fence (Permit Issued)

Annual Mobile Home Inspection

Orville Young MHP - Inspection Complete (Compliance)
Honeycutt MHP – Inspection Complete (Violations)
Wind Break MHP – Inspection Complete (Violations)
Lipscomb MHP - Inspection Complete (Violations)
Crestview MHP - Inspection Complete (Violations)

Property owners/managers are in the process to remedy violations, pending fines and follow-up inspections for those properties in violation.

POLICE DEPARTMENT



**P.O. Box 278, 55 North Broad Street West
Angier, North Carolina 27501
Office (919) 639-2699**

Chief of Police
Garland L. Thompson, Jr.
gthompson@angier.org

Date 11/29/2023
To Town Manager: Elizabeth Krige
From Garland L. Thompson, Jr

Subject Matter: November, 2023 Police Activities & Statistical Data

ABC Monthly Report is included in Board Packets

****Police activities for the month of November, consisted of 4,869 calls for Service/Officer initiated activities (call logs). Officers investigated 36 offenses. During these investigations; 20 individuals were arrested on a total of 31 charges, 4 arrests were made due to outstanding warrants (warrant service), 4,149 Subdivision / Security checks were logged for the month of November, 16 traffic accident reports were created this month, 2 cited for ordinance violations, 111 traffic citations were issued totaling 159 charges and 88 verbal or written warnings.**

- **Captain Adams was able to close out a homicide case from 2021 with a guilty verdict.**
- **We attended a chief's luncheon in Dunn to discuss more efficient ways to process an inmate through the Harnett County Jail.**
- **We have been preparing for Christmas on the Square and the Christmas Parade.**
- **The Angier Police Department has never operated with rotating shifts and this has been one of the reasons we've had a hard time recruiting new officers so we will begin rotating shifts starting in January.**

Thank you,
Chief of Police
Garland L. Thompson, Jr.
gthompson@angier.org

Call Log Call Type Summary

Angier Police Department

10/31/2023 - 11/29/2023

<No Call Type Specified>	22	911 Hang Up - 911 Hang Up	12
Alarm Activation - Alarm Activation	31	Animal Complaint - Animal Complaint	3
Assault - Assault	1	Assist EMS - Assist EMS	3
Assist Motorist - Assist Motorist	18	Assist Other Agency - Assist Other Agency - Law Enforcement	11
Breaking and Entering - Breaking and Entering	4	Business Walk Thru - Business Walk Thru	213
Careless and Reckless Vehicle - Careless and Reckless Vehicle	1	Citizen Complaint - Citizen Complaint	2
Code Enforcement - Code Enforcement	1	Crash - Traffic Accident	16
Custody Dispute - Child Custody Dispute	1	Direct Traffic - Direct Traffic	15
Disturbance - Disturbance	18	Domestic Dispute - Domestic Dispute	8
DWI - Driving While Impaired	1	Escort - Escort	6
Follow Up - Follow Up	4	Foot Patrol - Foot Patrol	1
Found Property - Found Property	2	Fraud - Fraud	5
H&R - Hit and Run	3	Harrassing Phone Calls - Harrassing Phone Calls	1
Kidnapping - Kidnapping	1	Larceny - Larceny	13
Mental Subject - Mental Subject	2	Missing Juvenile - Missing Juvenile	1
Missing Person - Missing Person	2	OD - Drug/Alcohol Overdose	2
Order Violation - Order Violation	1	Other Call - Other Call Not Listed	6
Parking Violation - Parking Violation	1	Property Damage - Property Damage	3
Security Check - Security Check	2,079	Sexual Assault - Sexual Assault	1
Shots Fired - Shots Fired	1	Stolen Vehicle - Stolen Vehicle	1
Subdivision Check - Subdivision Check	2,070	Suspicious Activity - Suspicious Activity	21
Suspicious Person - Suspicious Person	3	Suspicious Vehicle - Suspicious Vehicle	20
Traffic Checkpoint - Traffic Checkpoint	3	Traffic Stop - Traffic Stop	199
Trespassing - Trespassing	1	TWO - Talk With Officer	12
Warrant Service - Warrant Service	18	Welfare Check - Welfare Check	5

Total Number Of Calls: 4,869

State of North Carolina
Alcoholic Beverage Control Commission
ABC Law Enforcement Monthly Report
GS 18B-501(f1)



Board:

Angier Town

Reporting Month / Year:

Nov-23

Regulatory Activity and Training	
Violations Reports Submitted to ABC Commission	0
Total Number of Offenses Contained in Reports	0
Sell to Underage Campaign Checks	0
Permittee Inspections	0
Compliance Checks	0
Seller / Server Training	0
Alcohol Education	0

ABC Law Violations	At Permitted Establishment	Away From Permitted Establishment
Sell / Give to Underage		0
Attempt to Purchase / Purchase by Underage		0
Underage Possession		0
Unauthorized Possession		0
Sell / Give to Intoxicated		0
All Other Alcohol Related Charges		0
	Total:	0

Controlled Substance Violations	At Permitted Establishment	Away From Permitted Establishment
Felony Drug Related Charges		3
Misdemeanor Drug Related Charges		2
	Total:	5

Other Offenses	At Permitted Establishment	Away From Permitted Establishment
Driving While Impaired		7
All Other Criminal Charges		31
	Total:	38

TOTAL CRIMINAL CHARGES:	43
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Agencies Assisted	
Assistance Provided to Other Agencies	0

Remarks

Reporting Officer / Title:

G.Thompson / Chief

Report Date:

11/29/2023

COMMUNITY DEVELOPMENT



Board of Commissioners Agenda Report

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

MEETING DATE:	December 5, 2023
PREPARED BY:	Crissy Porter
ISSUE	Community Development Quarterly Update
CONSIDERED:	
DEPARTMENT:	Administration

The last quarter of 2023 was my first as Community Development Coordinator.

Community/Economic Development

- Met with and began to establish relationship with Alex Babbitt Community Development Advisory Board Chair
- Resumed activity of Community Development Advisory Board
- Investigating the use of Building Reuse grants to potentially repurpose and preserve some of the historic landmarks in the town - ongoing.
- Began management/oversight of Depot rental operations.
- Met with Senator Jim Burgin regarding budget requests and future needs of the town.
- Met with Johnston County Economic Developer Chris Johnson
- Met with Harnett County Economic Developer Stephen Barrington and Harnett Co Economic Development office staff.
- Researching options for the parking and dumpster issues that are ongoing regarding the lots behind and adjoining the buildings on N Broad Street. Duke Energy is in the process of quoting the cost of moving power lines underground from the main power pole to businesses.
- Met with Bruce Naegelen NC Department of Commerce Main Street & Rural Planning Program regarding support systems the Dept has in place for Historic downtowns.
- Met with the Economic Development office of the Town of Clayton and the Parks and Rec Event coordinator to gain knowledge about the organization of their downtown and economic development offices and their parks department and helpful tips to conduct this role better and with more efficiency and results.
- Began attending Chamber of Commerce board meetings as ex-officio member.
- Made downtown improvement grant information available to Muckalee Creek and to Angier Chamber
- Began work on a trifold "Depot District" parking map and business locator for businesses located in the business center of downtown.
- Attended presentation commissioned by town in 2019 by Celen Pasalar of NC State regarding visioning enhancements to downtown.

- Attended Campo presentation regarding US 401 bypass study.
- Sent formal expression of interest from town to property owners to seek an ingress to spray fields/proposed future park.
- Spoke with Ted Atkinson with the Department of Agriculture regarding the possibility of establishing a town farmers market. Also, regarding prices of stalls for farmers/non farmers (crafters bakers) at the NC State farmers' market. \$25/\$45 daily rate respectively for a 10x20 space
- Attended a grant writing for farmers workshop to investigate possibilities for help with Farmers Market project.
- Began investigating the formation of a 501C3 "Association for the Advancement of Angier" to serve to support the initiatives of the Community Development Advisory Board.
- Attended a couple of networking group meetings.
- Moved offices.
- Attended training on Canva at Lillington Public Library.
- Started the Spotlight on Local social media initiative highlighting local businesses on the Get to Know Angier page.

Events

- Volunteered for and attended Crepe Myrtle Celebration
- Promoted, coordinated, and attended Gospel in the Park on Columbus Day weekend. Attended Meet your Neighbor event. Interested in possibly partnering these events for next year.
- Attended Disney Customer Focus Culture Seminar
- Attended Artificial Intelligence Lunch and Learn
- Attended Senior Citizens Day at the Black River Fire Station
- Organized and executed a successful Trunk or Treat. Had the participation of 42 trunks, estimated 5000-6000 were in attendance. Door prize registration was not as successful as hoped with only 238 registrants. Solicited involvement of the extended community with donations from Animal EdVenture Park, Naylor Farms, Cape Fear River Adventure, and Lost Paddle Pizza. Tweaked a few things from years past, changed the line-up area and moved bounce houses to furthest outfield. Added a new costume contest element to the event that seemed to be enjoyed.
- Coordinated with Angier Park and Chill host and promoted and attended Car show event around Veterans Day.
- With approval from Community Development Advisory Board, began preliminary planning for 2024 events calendar.