

Town of Angier Board of Commissioners
June 5, 2018 - 7 PM
Angier Municipal Building
A g e n d a

- 1. Call to Order**
- 2. Pledge of Allegiance – Led by Boy Scout Troop #125 & Cub Scout Troop #125**
- 3. Invocation - Led by Boy Scout Troop #125 & Cub Scout Troop #125**
- 4. Approval of the June 5, 2018, meeting agenda**
- 5. Town of Angier Employee Recognition**

6. Public Forum

Each speaker is asked to limit comments to 3 minutes, and the requested total comment period will be 20 minutes or less. Citizens should sign up with the Town Clerk to speak *prior* to the start of the meeting. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Forum segment. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda. Thank you for your consideration of the Town Board, staff and other speakers.

7. Consent Agenda

All items on Consent Agenda are considered routine, to be enacted on one motion without discussion. If a Governing Body member or citizen requests discussion of an item, the item will be removed from the Consent Agenda and considered under New Business.

- A. Minutes – May 1, 2018 – Town Board Meeting Minutes; May 14, 2018 – Town Board Special Called Meeting Minutes; May 22, 2018 – Town Board Work Session Meeting Minutes**
- B. Budget Amendments: #BOA2018.28 – Hwy 210/Park Street Sidewalk Project; #BOA2018.29 – Police vehicle payoff; #BOA2018.30 – severance payout to former Town Manager**
- C. Consideration of joining Triangle J Council of Government – Resolution #007-2018**
- D. Consideration to participate with the Small Town Main Street Program – Resolution #008-2018**

8. Public Hearing

A. Proposed Budget for the Town of Angier's 2018-2019 Fiscal Year and adoption of the Budget Ordinance.

9. New Business

A. Consideration to contract with the League of Municipalities for Liability and Risk Management.

B. Consideration to withdraw from Mid Carolina Council of Government

C. Tri-Tronics – consideration to purchase 2 additional microphones and speaker in the Board Room.

10. Manager's Report

11. Mayor and Town Board Reports

12. Staff Reports and Informational Items

13. Adjournment



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

Item: 5
Employee Recognition

SUBJECT: Employee Recognition

Department Heads will share with the Board accomplishments of staff employed by the Town of Angier.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 6
Public Forum**

SUBJECT: Public Forum

A Public Forum is held during each Board of Commissioners' meeting. This provides an opportunity for citizens to share their concerns, interests, questions, and other comments regarding Town events, projects, and/or ideas. Each speaker should note, however, that he or she will be limited to three (3) minutes in addressing the Town Board.

The citizens who appear before the Town Board should note that the Board may not take any action regarding his or her concerns, requests, suggestions, and/or comments.

All speakers are also required to complete a Sign-Up Sheet provided during the Board meeting. They must provide their name, complete address, and phone number in addition to furnishing the Town Clerk with copies of any and all handouts distributed.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 7A
Consent Agenda**

SUBJECT: Previous meeting minutes

For the Board's consideration are the minutes taken during the May 1, 2018, Board of Commissioners Meeting; May 14, 2018, Board of Commissioners Special Called Meeting, and May 22, 2018 Town Board Work Session Meeting, respectively.

Manager's Comments:

**Town of Angier
Board of Commissioners
Tuesday, May 1, 2018, 7:00 P.M.
Angier Municipal Building
28 North Raleigh Street
Minutes**

The Town of Angier convened during a regularly scheduled Board of Commissioners meeting Tuesday, May 1, 2018, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

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

Staff Present: Interim Town Manager Michael McLaurin
Planning and Permitting Technician Sean Johnson
Library Director Amanda Davis
Lieutenant Arthur Yarbrough
Corporal Danny King
Public Works Director Jimmy Cook
Parks & Recreation Director Derek McLean
Town Engineer Bill Dreitzler
Town Attorney Dan Hartzog Jr.
Town Clerk Veronica Hardaway

Others Present:

1. **Call to Order:** Mayor Weatherspoon presided, calling the Board of Commissioners meeting to order at 7:00 p.m.
2. **Pledge of Allegiance:** Mayor Weatherspoon led the pledge of allegiance.
3. **Invocation:** Commissioner Smith offered the invocation.
4. **Approval of the May 1, 2018, meeting agenda:** The Town Board approved the agenda as presented.

Board Action: The Town Board unanimously approved the May 1, 2018 meeting agenda as presented.

Motion: Commissioner Smith

Second: Commissioner Hill

Vote: Unanimous, 4-0

5. **Public Forum:** Mayor Weatherspoon provided an opportunity for audience members who wished to address the Board of Commissioners on issues not listed on the Agenda.

Mayor Weatherspoon addressed the audience and asked that each speaker limit comments to three minutes (3) in addressing the Town Board. He also reminded attendees that citizens who appear before the Town Board should note that the Board may not take any action regarding subject matter. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda. Any handouts distributed must be furnished to the Town Clerk.

Lisa Munday, 151 Vuncannon Drive, voiced her concern regarding the Southern Acres annexation. She discussed Chapter 14 of the Unified Development Ordinance as it pertains to the subdivision along with the various violations she felt were at default. She also shared her concern of new homeowners that are not being told of the Highway 55 bypass that will be coming through that area.

Brian Hawley, 49 Kerrylane Drive, requested that if the Board chooses to take comments from citizens at their work session meetings, then all citizens should have that opportunity to be heard who are also in attendance.

6. **Consent Agenda:** The Town Board voted to remove Item 8B (House Bill 436) to the Consent Agenda.

Board Action: The Town Board unanimously approved the Consent Agenda with the above amendment.

- A. Minutes – **March 19, 2018** – Town Board Special Called Meeting Minutes; **March 20, 2018** – Town Board Special Called Meeting Minutes; **March 27, 2018** – Town Board Work Session Meeting Minutes; **April 3, 2018** – Town Board Regular Meeting Minutes; **April 17, 2018** – Board of Commissioners Special Called Meeting; **April 17, 2018** – Town Board Work Session Meeting Minutes.
- B. Budget Amendments: **#BOA2018.22** – to re-appropriate funds for the construction of the Park office building; **#BOA2018.23** – to appropriate funds to purchase zero turn mower for the Park; **#BOA2018.24** – to appropriate funds to install signs for the Municipal Building; **#BOA2018.25** – to appropriate funds for conference room upgrades for meetings with developers, Board, staff and citizens for mapping, etc.; **#BOA2018.26** – to appropriate funds for the purchase of new meters to sustain the Public Works Department until the end of the fiscal year; **#BOA2018.27** – to appropriate funds to cover expenses for payout of vacation of the former Town Manager in the amount of \$13,350 and appropriate funds to cover salaries and expenses for the Interim Town Manager in the amount of \$49,050.
- C. Consideration of **Proclamation** – “National Day of Prayer”
- D. Consideration to engage an **Executive Search Firm** in seeking a Town Manager and authorize the Interim Town Manager to solicit letters of interest to those firms discussed at the Board Work Session Meeting April 17, 2018.

- E. North Carolina Arts Council Grant** – approval to accept funds; allow Interim Town Manager to sign contracts pertaining to the concert series at Depot Square, and the consent to allow a beer garden at all four events.
- F. Campbell University Banners** – approval to purchase Campbell University Banners to display around Town.

Motion: Commissioner Hill

Second: Commissioner Hawley

Vote: Unanimous, 4-0

7. New Business

A. Resolution #004-2018 – to adopt a Local Water Supply Plan

Public Works Director Jimmy Cook explained that a Local Water Supply Plan is a requirement done yearly through the Town's water permit. This tool is able to assist in figuring water loss that has been purchased through Harnett County.

NCGS 143-355 (I) requires that each unit of local government that provides public water service or that plans to provide public water service and each large community water system shall, either individually or together with other units of local government and large community water systems prepare and submit a Local Water Supply Plan.

Board Action: The Board voted to approve Resolution #004-2018 to adopt a Local Water Supply Plan.

Motion: Commissioner Smith

Second: Commissioner Hawley

Vote: 4-0, unanimous

B. Resolution #005-2018 – to authorize disposition of surplus personal property

Interim Town Manager stated he wanted to make sure the Town is clear on declaring certain property as surplus and that it goes through the Board when it's at a certain value. At this time the Town has two police vehicles and one Public Works vehicle. Mr. McLaurin requested the Board to approve these items as surplus and once they are approved by the Board the items will then be advertised on www.govdeals.com beginning Monday, May 14, 2018.

Board Action: The Board voted to approve the above stated items as surplus.

Motion: Commissioner Hill

Second: Commissioner Smith

Vote: 4-0, Unanimous

C. Town Manager Job Description and proposed Salary Range

Interim Town Manager Mike McLaurin stated as the Board starts to prepare for the selection of the next Town Manager, he encouraged the Board to adopt a job description that was reviewed at the Board's April work session. The other item he requested the Board consider is a reasonable salary range that he suggested be \$90,000-\$126,000. He explained the salary range was determined by the 2017 North Carolina League of Municipalities salary survey of comparable towns.

Board Action: The Board voted to approve the Town Manager job description and the salary range of \$90,000-\$126,000.

Motion: Commissioner Smith

Second: Commissioner Hill

Opposed: Commissioner Hawley

Vote: 3-1, Motion carried

D. Consideration to approve Audit Contract with Cherry Bekaert LLP

Mayor Weatherspoon explained that our current auditor will no longer be conducting municipal audits and Cherry Bekaert LLP has been recommended to the Board.

Interim Town Manager Mike McLaurin stated he is familiar with the firm for a number of years and are very qualified. Their fee includes the audit as well as preparing the financial statements.

Board Action: The Board voted to approve the audit contract with Cherry Bekaert LLP.

Motion: Commissioner Hawley

Second: Commissioner Smith

Vote: 4-0, Unanimous

8. Manager's Report:

Interim Town Manager Michael McLaurin stated the end of the fiscal year is rapidly approaching. Between now and June 30th the Board will need to focus on getting the budget completed as well as contracting with an Executive Search Firm to lead the recruitment and selection of a new Town Manager. He stated he is currently working on a master schedule for items that are coming up.

Mr. McLaurin also mentioned staff has asked NCDOT to meet to consider implementing pedestrian safety enhancements in the downtown area. He also informed the Board there have been some issues with trash cans not being emptied, especially in the downtown area. The Town has apologized to patrons and also reached out to Waste Industries who agreed to send a driver every Friday to Town Hall to ensure all complaints have been taken care of. A follow up meeting is scheduled for May 14, 2018.

9. Mayor and Town Board Reports:

Board Action: The Board voted to conduct a Special Called Meeting Monday, May 14, 2018 at 6:30pm held at the Depot. The purpose of this meeting is to amend an ordinance to allow the consumption and sale of alcohol on public streets, sidewalks, and municipal property during public events sponsored by the Town such as street festivals.

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

Board Action: The Board voted go into Closed Session pursuant to G.S. 143-318.11 (a)(3) to consult with the Town Attorney in order to preserve the attorney-client privilege between the attorney and public body at 7:27pm.

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

Board Action: The Board voted to reconvene in open session at 7:44pm.

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

10. Staff Reports and Information Items

Library Director Amanda Davis stated the County Commissioners have decided not to go ahead with the consolidation of Town libraries at this time.

11. Adjournment: The Town Board voted unanimously to adjourn the meeting at 7:46pm.

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

Lewis W. Weatherspoon, Mayor

Attest:

Veronica Hardaway, Town Clerk

**Town of Angier
Board of Commissioners
Special Called Meeting
Monday, May 14, 2018, 6:30 P.M.
Depot Building
19 W Depot Street
Minutes**

The Town of Angier convened during a Special Called Board of Commissioners meeting Monday, May 14, 2018, in the Board Room inside the Depot Building at 19 W Depot Street.

Members Present: Mayor Lewis W. Weatherspoon
Commissioner Loru Boyer Hawley
Commissioner Bob Smith
Commissioner Mike Hill

Excused: Mayor Pro-Tem/Commissioner Craig Honeycutt

Staff Present: Interim Town Manager Mike McLaurin
Public Works Director Jimmy Cook
Town Attorney Dan Hartzog Jr.
Town Clerk Veronica Hardaway
Corporal Danny King

Others Present: Rick Curl represented *The Daily Record*

1. **Call to Order:** Mayor Weatherspoon presided, calling the Special Called Meeting to order at 6:30 p.m.
2. **Pledge of Allegiance:** Mayor Weatherspoon led the pledge of allegiance.
3. **Invocation:** Mayor Weatherspoon offered the invocation.
4. **Approval of the May 14, 2018, meeting agenda:** The Town Board approved the agenda as presented:

Board Action: The Town Board unanimously approved the May 14, 2018 meeting agenda as presented.

Motion: Commissioner Smith

Second: Commissioner Hill

Vote: Unanimous, 3-0

5. Public Hearing

A. Amendment to Chapter 3, Article I Section 3-1 Consumption and Possession of Malt Beverages and Unfortified Wine in Public Places Generally Prohibited; and

adding Section 3-2 Possession and Consumption of Malt Beverages and Unfortified Wine at Town Sponsored Events.

Town Attorney, Dan Hartzog Jr. reviewed the proposed amendment to Chapter 3, Article I Section 3-1 Consumption and Possession of Malt Beverages and Unfortified Wine in Public Places Generally Prohibited; and adding Section 3-2 Possession and Consumption of Malt Beverages and Unfortified Wine at Town Sponsored Events.

He explained that the amendment would allow the consumption and sale of alcohol on public streets, sidewalks, and municipal property during public events sponsored by the Town such as street festivals. He cited the State Law Reference G.S. 18B-300 which allows the Town to adopt ordinances to control the consumption and sale of alcohol on property owned by the Town. It also allows the Town Manager to impose reasonable restrictions to ensure that the sale, distribution, service, possession, or consumption of malt beverages and unfortified wine does not extend beyond the boundaries of the function or celebration.

Mayor Weatherspoon opened the Public Hearing.

Chris Hughes, 65 Golden Lane, who sits on the Planning Board addressed the Board. He stated the Town is going to continue to grow and we need to promote that growth in a positive way and be business friendly. He stated times and trends of alcohol related business help fund that growth to communities to which some are nearby. Other communities have been able to manage this and are growing and thriving. He encouraged the Board to definitely consider the amendment while regulating.

Brent Surles, 372 N Broad Street E, explained his concern about the cost associated with the less restrictions on the sale of beer and wine when it actually costs taxpayers more and do little to promote economic growth in the community. He stated that because of these events, the cost for added police presence and increased crime outweigh the benefits to the Town and believes the Town doesn't have the tax base to support the financial resources to offset the cost.

Brian Hawley, 49 Kerrylane Drive, stated he believed that in a controlled environment the Town is able to limit liability. He expressed his concern with some citizens that are not consistent with making their arguments; such as allowing Bike Fest within the Town that seems to recruit certain groups. He stated the Bike Fest organization has said they raised \$1,000 for the Children's Pediatric Brain Tumor Foundation but failed to mention that they paid \$1,000 to be present at our location. Mr. Hawley stated he doesn't understand why so many are opposed to the ordinance amendment but are fine with allowing a motorcycle group that is well known for unlawful activities.

Allison Allen, 214 Twin Oaks Drive, stated she is not against alcohol but purely looks at this as a fiscal issue. Angier has a limited tax base, by having alcohol at events it would cost the Town additional money due to added police presence, Fire, and EMS along with liability. She questioned the Board on what the Town's return on investment be and stated

the Town has other immediate needs at this time. She stated there is no such thing as a controlled environment when it comes to alcohol.

Chris Hall stated he has been a pastor in Angier for over fourteen years. He stated there are several questions that have not been answered at this time and questioned what the benefit would be to the Town. He stated his opinion is not a religious preference to him but more of a moral issue along with ramifications of alcohol. He has preached at many funerals where alcohol was the deciding factor. Mr. Hall explained to the Board that other Towns are not growing because of alcohol but are growing from many other things. He stated he stands against the ordinance amendment because there needs to be more clarification.

Peggy Weatherspoon, 180 Alan Street, strongly urged the Board to vote against the amendment. She stated that once the amendment is approved this could open the door for more leniency in other areas. She stated these events will not be family time due to those who want to drink will be away from those who are listening to the music. She stated the Town needs a change, but needs a good change. She questioned the Board if the Town has the resources to control the event.

Junior Price, 619 N Dunn Street, read from a prepared statement on behalf of Donald Gregory who could not attend in reference to his opposition of the ordinance amendment.

Junior Price, 619 N Dunn Street, stated he was raised in a family where he was affected negatively by alcohol. He doesn't agree with alcohol being at the concert events because children can be easily influenced. He asked what the liability would be to the Town. Mr. Price informed the Board there is a house on Church Street where alcohol and marijuana is being sold.

Mayor Weatherspoon requested the Interim Manager look into the house on Church Street.

Phil Burleson, 160 Woodcroft Drive, stated he appreciates what the Board members do for the Town. He stated it took several meetings for the Board to approve a farmers market and encouraged the Board to think very hard on this amendment and not pass the amendment in just one night.

Reisha Lasater, 2489 Old Buies Creek Road, stated she thinks the citizens are not aware of the Board's plan on the beer garden and what the plan is on controlling it. Ms. Lasater requested the Board to review their plans on the events to everyone in attendance.

Town Attorney Dan Hartzog Jr. explained the ordinance allows the permit to be issued and the Town Manager would be able to place specific restrictions on the written permit. He also explained the vendor would be serving the alcohol not the Town.

Interim Town Manager Mike McLaurin explained the beer garden would be cordoned off only allowing those 21 and over to enter and also prohibiting anyone from leaving that area with alcohol. Everyone will have to show identification prior to entering which at that time they will receive a maximum of two drink tickets. If anyone leaves the area they will be

subject to a citation from law enforcement. He informed the Board that all vendors are required to provide liability insurance as well as a hold harmless agreement.

Jimmy Johnson, 350 Woodcroft Drive, urged the Board to proceed with caution and use their best judgement. He stated that it's harder to undo something that has already been done.

Seeing no one else come forward, Mayor Weatherspoon closed the Public Hearing.

Commissioner Hill stated he frequents Fuquay-Varina for their concerts and hasn't seen any issues. He believes this would be good for Angier because it promotes people from the outside. They are coming for the show not for alcohol.

Commissioner Smith stated he was concerned with the liability issue but was glad to hear about the indemnification. He thinks the Town Managers permit is key along with the liability insurance and the controlled environment.

Mayor Weatherspoon stated some questions have been asked that the Town was unable to provide. He asked if there is a vendor fee associated with the event.

Interim Town Manager Mike McLaurin responded there is no current fee structure at this time, however as the event evolves the Town will be able to put a fee structure in place.

Board Action: The Town Board voted to adopt the ordinance amendment to Chapter 3, Article I Section 3-1 Consumption and Possession of Malt Beverages and Unfortified Wine in Public Places Generally Prohibited; and adding Section 3-2 Possession and Consumption of Malt Beverages and Unfortified Wine at Town Sponsored Events.

Motion: Commissioner Hill
Second: Commissioner Smith
Vote: Unanimous, 3-0

7. Adjournment: Being no further business, the Town Board voted unanimously to adjourn the meeting at 7:36pm.

Motion: Commissioner Hawley
Second: Commissioner Hill
Vote: Unanimous, 3-0

Lewis W. Weatherspoon, Mayor

Attest:

Veronica Hardaway, Town Clerk

**Town of Angier
Board of Commissioners
Workshop Session
Tuesday, May 22, 2018, 6:30 P.M.
Angier Municipal Building
28 North Raleigh Street
Minutes**

The Town of Angier convened during a regularly scheduled Board of Commissioners Workshop Session meeting Tuesday, May 22, 2018, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

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

Staff Present: Town Clerk, Veronica Hardaway
Public Works Director Jimmy Cook

Others Present:

1. **Call to Order:** Mayor Weatherspoon presided, calling the Board of Commissioners meeting to order at 6:30 p.m.
2. **Pledge of Allegiance:** Commissioner Smith led the pledge of allegiance.
3. **Invocation:** Commissioner Smith offered the invocation.
4. **Approval of the May 22, 2018, meeting agenda:** The Town Board approved the agenda as presented.

Board Action: The Town Board unanimously approved the May 22, 2018 meeting agenda as presented.

Motion: Commissioner Smith

Second: Commissioner Hill

Vote: Unanimous, 4-0

5. New Business:

A&B. Establish a late May and June Meeting Schedule and Manager Search (Items A&B)

Interim Town Manager stated that between now and June 30th there are a number of important items that need to be addressed. Items and recommended target dates include:

May 31 – Present the FY2018-2019 Budget and decide which Executive Search Firm the Board would like to interview.

It was the consensus of the Board to allow the Mayor and Mayor Pro-Tem to check the proposed Executive Search Firm references.

It was the consensus of the Board instructing the Interim Town Manager to create a spreadsheet of all the search firms and cost.

June 4-8 – Schedule and hold interviews with selected firms.

June 5 – Budget Public Hearing. Once the Board has concluded the Public Hearing the Budget may be approved or revised. The Board may also reschedule more budget hearings if one is necessary. State law requires the budget be approved by June 30th.

June 26 – Do a final budget revision for the current FY 2017-2018 if needed. Decide which consultant firm the Town would like to use and authorize Interim Town Manager to execute a contract.

C. Approve contracting with the League of Municipalities for Liability and Risk Management Services

Interim Town Manager Mike McLaurin stated at the present time he is recommending the Board contract with the League of Municipalities for its liability and risk management services. The recommendation is based on some of the additional grant and training opportunities as a part of their services.

It was the consensus of the Board to place this item under new business on June's meeting agenda.

D. Recognizing the position of Finance Director as a part time position

Interim Town Manager Mike McLaurin stated that a number of years ago, Vanessa Young came to work for the Town as the Interim Finance Director. Ms. Young is a retiree with the Local Government Retirement System and as such is limited on the number of hours worked and income that can be earned per calendar year. Typically the term "interim" implies that the employer is recruiting for the permanent position. As Interim Manager he felt comfortable removing the interim from her title and would recommend that this position be reclassified as a part-time position effective either at the May 31st or June 5th meeting.

It was the consensus of the Board to place this item on the consent agenda for June's meeting.

E. Consideration of joining the Triangle J Council of Government

Interim Town Manager Mike McLaurin stated there has been discussion about having the Town join the Triangle J Council of Governments. He and the Mayor along with Harnett County officials recently met with Director Lee Worsley to discuss mutual interests in this endeavor.

Triangle J COG serves 43 member governments consisting of 36 cities and Towns and seven counties. The counties consist of Wake, Moore, Lee, Chatham, Orange, Durham, and Johnston.

There are several reasons to join Triangle J COG which include: 1) a portion of Angier is located within Wake County; 2) the Town is a member of CAMPO which also serves many of the Triangle J communities; 3) given the Town's growth and likely needs, it appears that Triangle J has the resources that best meet Angier's needs.

Presently, the process for withdrawing from Mid Carolina COG is undetermined. Should the Board decide to move forward, we will then notify that COG to determine how the Town may withdraw and proceed.

It was the consensus of the Board to place this item on the consent agenda for June's meeting.

F. Discussion of the Small Town Main Street Program

Interim Town Manager Mike McLaurin stated that Angier is designated as an NC Small Town Main Street community. Recently, the Town was notified by the State's Small Town Main Street staff they will be coming in for a site visit. Based on our analysis, very little work has been done with the program. The Small Town Main Street Director is willing to work with the Town to assist in developing a more productive program.

A robust and successful Small Town Main Street program generally has an active committee which will work to address the four points of the Small Town Main Street program which are: Organization, Promotion, Design and Economic Viability. This program works well in many communities however there must be a strong commitment by the Town as it works to enhance its downtown.

It was the consensus of the Board to place this item on the consent agenda for June's meeting.

6. Old Business:

A. Report on Meeting with Ms. Munday

Mr. McLaurin informed the Board that he and the Town Clerk met with Ms. Munday to discuss her concerns about the annexation and development of Southern Acres subdivision.

Unfortunately, the meeting ran out of time and another meeting was offered to Ms. Munday if she wished. To date, Ms. Munday has not contacted the Town for another meeting. Mr. McLaurin notified Ms. Munday a reply to her concerns by mail.

B. Update of house on Church Street

Interim Town Manager Mike McLaurin stated he has asked the Chief to provide information on the Church Street house that was identified at the May 14, 2018 Special Called Meeting. Chief Bobby Hallman has reported that over the past few year's police have been working to address Church Street issues. There were some arrests made in 2014 and 2015 at the residence. On May 16, 2018 an investigator went to the residence to meet with the owner to discuss the complaint about the property. The officer did not see any contraband in the area. The Police Department will continue to monitor the situation.

C. Alcohol Restrictions at Town Sponsored Events

Mr. McLaurin stated the Board recently passed an ordinance amendment that allows the Town Manager to develop and implement alcohol restrictions for Town sponsored events. Mr. McLaurin reviewed the restrictions for the upcoming concert series events. Ticket sales will cease an hour before the show is over and the tap will stop 30 minutes before the show is over.

D. Downtown Banners

Mr. McLaurin reported banners are underway and Public Works Director Jimmy Cook is the Town contact on this project.

E. Highway 55 Bypass

Mr. McLaurin asked the Board that if they would like more information on the bypass, the Town will invite NCDOT to discuss the project.

F. Update on request for Crosswalk Lights at certain Intersections

Mr. McLaurin reported that NCDOT representatives will be coming to Town soon to conduct a study on the need for crosswalk signs and/or lights.

G. Planning Board Training

Mr. McLaurin stated there is a need to develop and implement a training session for Planning Board members. Planning Technician Sean Johnson has developed a curriculum that may be used as a model. In addition, a budget has been formulated for Planning Board members to take offsite training to improve their skills.

7. Manager's Comments

Interim Town Manager Mike McLaurin suggested to the Board to add a place on the agenda for staff recognition as well as announcing employee accomplishments on our Facebook and website.

It was the consensus of the Board to add employee recognition on future agendas. The Board requested to have police officers come to future meetings to get to know the Commissioners.

The Board had a discussion on televising Board meetings. It was the consensus of the Board for the Interim Town Manager to look further into televising meetings. The Mayor offered to contact local colleges to see if they have resources to help.

Mayor Weatherspoon stated that Central Carolina Community College has asked to conduct two classes in the Board room such as GED and ESL classes. Once more information is collected it will be brought to the Board.

A. Notary Policy

Mr. McLaurin stated that currently the Town provides notary services to anyone who walks into Town Hall. Mr. McLaurin proposed the Town cease notary services unless its Town related starting July 1, 2018.

It was the consensus of the Board to proceed with the proposal.

B. Microphones

Mike McLaurin informed the Board that the Town has received estimates for two additional microphones. He has also stated that the estimate includes the push to talk feature of the microphones. Mr. McLaurin recommended proceeding with the wired microphones to save money.

It was the consensus of the Board to obtain an estimate for an additional speaker that faces the Board to better hear when meetings are conducted.

C. Follow up on Items from January 8, 2018 meeting.

Mr. McLaurin stated that he acknowledged items that were given to the former Town Manager to report on. He stated he will keep the Board updated on items that were requested.

D. Proposed Town Policies

Mr. McLaurin stated he will schedule over the next several months policies for the Board to review and approve.

Public Works Director Jimmy Cook stated resurfacing of streets will begin the month of June and will be done by July 1st. He stated the water tank should be completed by July 1st.

8. Adjournment: The Town Board voted unanimously to adjourn the meeting at 8:11pm.

Motion: Mayor Pro-Tem/Commissioner Honeycutt

Second: Commissioner Smith

Vote: Unanimous, 4-0

Lewis W. Weatherspoon, Mayor

Attest:

Veronica Hardaway, Town Clerk



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 7B
Consent Agenda**

**SUBJECT: Potential Budget Amendments #BOA2018.28; #BOA2018.29;
#BOA2018.30**

For the Board's consideration are the following Budget Amendments.

Budget Amendment #BOA2018.28 for the Hwy 210/Park Street Sidewalk Project;
#BOA2018.29 Police vehicle payoff; #BOA2018.30 severance payout to former Town
Manager.

Manager's Comments:

Memorandum

Date: May 7, 2018

To: Mike McLaurin, Interim Town Manager

From: Vanessa W. Young, Finance Officer

Re: BOA2018.28

Attached is Budget Amendment 2018.28 for the following purpose:

The Town of Angier entered into an agreement with the Department of Transportation for the Hwy 210/Park Street Sidewalk Project on July 5, 2016 to construct an extension of a five foot sidewalk west along Hwy 210 from Walgreens to Fish Drive and south along Park Street from Hwy 210 to W. Lillington Street. The Town has paid Summit Design and Engineering Services a total to date of \$52,048.12. The Department of Transportation will reimburse the Town 80% of expenditures while the Town will have to match 20%. The above amendment is the Town's 20% match of those expenditures. Depending on scope of work for the future, there may be more amendments to appropriate the Town 20% match for any future expenditures.

Memorandum

Date: May 23, 2018

To: Mike McLaurin, Interim Town Manager

From: Vanessa W. Young, Finance Officer

Re: BOA2018.29

Attached is Budget Amendment 2018.29 for the following purpose:

The Town of Angier borrowed money to purchase three police vehicles on April 30, 2016. The maturity date of this loan is March 30, 2019. I contacted First Citizens Bank for the payoff amount for these vehicles and their estimate as of June 30, 2018 is \$29,723.

Memorandum

Date: May 23, 2018

To: Mike McLaurin, Interim Town Manager

From: Vanessa W. Young, Finance Officer

Re: BOA2018.30

Attached is Budget Amendment 2018.30 for the following purpose:

The attached amendment is for the payout of severance pay for Coley B. Price. The check in the amount of \$120,035.67 was written and mailed to Dan Hartzog, Jr. on May 7, 2018. The reason for the reduced amount of budget amendment was due to lapsed salary for Coley Price. His involuntary resignation date was March 19, 2018.



Town of Angier

Budget Amendment #BOA2018.30

Date: June 5, 2018

Account Number	Line Description	Revenues		Expenditures	
		Increase	Decrease	Increase	Decrease
10-9004-0002	Salaries & Wages			100,000	
10-9004-0005	FICA			2,000	
10-3001-0035	Fund Balance Appropriated	102,000			

Explanation: This amendment is for pay out of severance pay for former Town Manager.

Approved

Michael McLaurin – Interim Town Manager

Reviewed

Vanessa W. Young – Interim Finance Officer

Approved

Lewis W. Weatherspoon - Mayor

Attested

Veronica Hardaway, Town Clerk



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 7C
Consent Agenda**

SUBJECT: Consideration of joining Triangle J Council of Government

For the Board's consideration of joining Triangle J Council of Government by way of Resolution #007-2018.

Manager's Comments:

**A RESOLUTION RATIFYING, ACCEPTING AND APPROVING THE
BYLAWS AND CHARTER RESOLUTION OF THE
TRIANGLE J COUNCIL OF GOVERNMENTS**

Resolution No: 007-2018
Date Submitted: June 5, 2018
Date Adopted: June 5, 2018

WHEREAS, the Board of Commissioners of the Town of Angier, North Carolina, located in Harnett County, has determined to make application for membership in the Triangle J Council of Governments; and,

WHEREAS, as a prerequisite to membership in Triangle J, the Town's Board of Commissioners is required to ratify, accept and approve the Bylaws and Charter Resolution of the Triangle J Council of Governments; and,

WHEREAS, it is the desire of the Town of Angier to become a member of the Council of Governments and be an integral part of Region J; and,

WHEREAS, the Town of Angier Board of Commissioners has reviewed the referenced documents and finds them in order sufficient to ratify same as a condition of membership; and,

WHEREAS, the Town of Angier looks forward to joining its municipal and county colleagues in addressing the regional issues of concern to local governments throughout the region;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF ANGIER that the Town does hereby ratify, accept and approve the Triangle J Council of Governments' Bylaws and Charter Resolution as a condition of the Town's membership within the Triangle J Council of Governments.

Adopted and Approved this the 5th day of June, 2018.

Lewis W. Weatherspoon
Mayor

ATTEST:

Veronica Hardaway
Town Clerk



TRIANGLE J COUNCIL OF GOVERNMENTS

Delegate and Alternate Responsibilities

Representing your local government on the Board of Delegates can be a rewarding, satisfying experience that benefits your city, town, village, or county. To be sure you make the most of it, keep in mind the following responsibilities that you assume when accepting the appointment as a Delegate or Alternate:

- 1. Regularly attend and participate in scheduled meetings of the Board of Delegates.**
Seven Board meetings are scheduled each year, typically on the fourth Wednesday of the month. (The November meetings may be set a week earlier, to avoid the Thanksgiving holiday.) Dinner is served at 5:30 p.m.; the meeting begins at 6:15 p.m. and is generally scheduled to end by 8:00 p.m.
- 2. Prepare for the meeting by reviewing the agenda and background materials in advance.**
The agenda packet is generally posted on our Website a week prior to the meeting. You will receive an e-mail message informing you when the agenda has been posted, along with a link to access the materials.
- 3. Plan to arrive early,** in time to enjoy dinner and camaraderie with your colleagues before the meeting begins. The relationships formed by delegates are one of the most beneficial aspects of serving as a Delegate.
- 4. RSVP to let our staff know you will (or will not) be coming.** This helps us plan catering and room arrangements, among other details.
- 5. Notify your community's Alternate Delegate** (provided that one is appointed), if you will be unable to attend. Please give them time to become acquainted with the agenda – they will be entitled to vote, in your absence.
- 6. If you are an Alternate Delegate, check with the Delegate in advance of each meeting,** to assure that your community will be represented. Alternates are welcome to attend all Board of Delegates meetings, but they are only entitled to vote when the Delegate is absent.
- 7. Report back to your board or council colleagues** about the business conducted at the meetings. Our “After Action Report,” sent to you by e-mail following each meeting, is an easy and convenient way to share this information, either orally or by forwarding via e-mail.

Anytime that you have questions about your role or responsibilities as a Delegate or Alternate, feel free to contact Renée Boyette at rboyette@tjcog.org or 919.558.9403.



TRIANGLE J COUNCIL OF GOVERNMENTS

APPOINTING YOUR TRIANGLE J DELEGATE AND ALTERNATE

With the many appointments that local governments must make each year, it's easy to lose sight of the particulars of each. As you consider the coming year's appointments for your Triangle J Delegates and Alternates, here are a few points to keep in mind:

The Delegate you appoint is your voting member on the Board of Delegates – your voice is only heard on Board decisions when your Delegate (or Alternate Delegate) is present for the vote.

The Delegate you appoint should be willing to regularly attend and participate in all scheduled meetings of the Board of Delegates. Seven Board meetings are scheduled each year, typically on the fourth Wednesday of January, March, April, May, August, October, and November. Delegates should plan on two and one-half hours for each meeting, 5:30 p.m. until 8:00 p.m.

Certain Delegates have additional responsibilities as members of the Executive Committee. The Delegate appointed from each county also serves on the Executive Committee, along with one municipal delegate from each county. The Executive Committee meets in February, June, September, and December, on the same fourth Wednesday schedule, from 6:00 p.m. until 8:00 p.m. Delegates who also serve on the Executive Committee should be willing to commit to 11 meetings each year. (Neither group meets in July.)

The Delegate you appoint should prepare to participate by reviewing the agenda and background materials in advance. The agenda packet is posted on our Website and emailed to delegates and alternate delegates prior to the meeting.

Appoint an Alternate Delegate to stand in for your Delegate when they are unavailable, to preserve your vote on Board of Delegates business. Alternate Delegates are invited to attend all Board of Delegates meetings, but may only vote when the Delegate is not present.

If the Delegate cannot attend, they should notify the Alternate Delegate (provided that one is appointed) to attend in their place.

The Delegate you appoint should report back to their board or council colleagues about the business conducted at the meetings. Our "After Action Report," sent to Delegates and Alternates by e-mail following each meeting, is an easy and convenient way for them to share this information.

A good prospect to become a Delegate is someone who is interested in regional collaboration, or who has a particular interest in long-range planning and/or environmental issues, including water quality and supply, since these issues are frequently discussed at the meetings.

If you or your potential appointees have any questions as you consider your appointments, please feel free to contact Renée Boyette, Administration and Member Services Director, at rboyette@tjcog.org or 919.558.9403.

Triangle J Council of Governments

Bylaws

I. GENERAL RULES

The Triangle J Council of Governments shall be governed by the provisions of Part 2, Article 20, Chapter 160A of the General Statutes of North Carolina and by the provisions of the Charter Resolution establishing the Council.

II. OFFICERS

Officers as described in the Charter shall be elected no later than the regular May meeting of the Board of Delegates. Those elected shall take office on the following July 1 and serve for one year or until their successors are elected. Officers shall be eligible for re-election one time.

III. MEETINGS

The Board of Delegates and/or Executive Committee will meet in regular session on the fourth Wednesday of each month at the time and place set by the Chair. The Board of Delegates will meet in January, March, April, May, August, October and November. The Executive Committee will meet in February, June, September, and December.

IV. QUORUM

A quorum (number of Delegates required to act upon official business) shall be defined as 40% of the total number of Delegates. A quorum of the Executive Committee shall be defined as 40% of the total number of Executive Committee members.

V. ADMINISTRATION

Section 1. Staff

The Council shall employ a staff of qualified professionals, and other support staff, and pay them such compensation as it shall deem necessary and advisable to carry out their duties and implement Council projects, programs and functions.

Section 2. Executive Director

The chief executive officer of the staff shall be the Executive Director, who shall have direct supervision of all other employees of the Council and direct control, subject to the direction of the Board of Delegates, of the management of the Council's affairs. With the approval of the Board of Delegates, the term President may be used interchangeably with Executive Director.

Section 3. Duties of the Executive Director

In addition to being the Council's chief source of professional guidance and initiator of worthy considerations, the duties of the Executive Director shall be, but not limited to:

- (a) maintain and manage the business office of the Council;
- (b) serve as custodian of all Council property and records;

- (c) conduct the correspondence of the Council;
- (d) assist the Council officers and committee chair(s) in carrying out their duties as may be appropriate;
- (e) attend all Board of Delegates and Executive Committee meetings and be prepared to report on any and all business, activities, meetings, proposals, cooperative endeavors, etc., in which the Council is currently engaged or may be in the process of developing;
- (f) maintain close personal contact with representatives of Federal, State, and local agencies that currently are, or subsequently will be, cooperatively involved in accomplishing the objectives of the Council;
- (g) acquire and maintain a working knowledge of the current laws, regulations, and procedures which govern the above-mentioned Federal, State and local agencies in order that the joint endeavors of the Council and these agencies proceed smoothly and efficiently;
- (h) prepare, in cooperation with the Treasurer and Executive Committee, an annual budget for consideration and adoption by the Board of Delegates and for presentation to member governments;
- (i) prepare an annual report showing activities and accomplishments leading toward attaining Council objectives, together with audited reports and receipts and expenditures for presentation to the respective member governments;
- (j) be responsible for carrying out all orders and directives issued by the Board of Delegates or Executive Committee;
- (k) be responsible for the employment, supervision and direction of the employees authorized by the Board of Delegates;
- (l) act as secretary to the Board of Delegates.

Section 4. Execution of Instruments

The Executive Director, unless otherwise directed, shall have the power to sign on behalf of the Board of Delegates any agreement or other instrument to be executed by the Council. Unless otherwise provided, the Executive Director shall sign or countersign checks and vouchers in payment of obligations of the Council.

Section 5. Finance Officer

These duties are set forth in paragraph 6 and 7 of Article X of the Charter.

VI. COMMITTEES

Section 1. Executive Committee

The Executive Committee shall be as set forth in the Charter, Article XI.

The Executive Committee shall identify and bring before the Board of Delegates for consideration matters of regional concern and interest and suggested work plan priorities. The Executive Committee may act on behalf of the Council on all matters affecting the Council, except for:

- a) the initial adoption of the annual TJCOG Budget Resolution;
- b) the fixing of the membership assessment;
- c) the amending of the TJCOG Charter and Bylaws; and
- d) the employment and discharge of the Executive Director.

Section 2. Technical and Advisory Committees

Technical and Advisory committees may be established as prescribed in the Charter, Article XI.

Technical committees are appointed for their ability to provide the Board of Delegates with special information of a professional or technical nature. Appointments are therefore based primarily upon knowledge of the particular subject matter being addressed.

Advisory committees are more general in nature and are appointed for their ability to provide the Board of Delegates with viewpoints and opinions with respect to the subject being addressed. Appointments are therefore made primarily with the objective of achieving a broad mix of people with interest in the subject.

Section 3. Special Committees

Special committees are committees with fixed membership categories as specified by previous action of the Board of Delegates.

VII. MEMBERSHIP ASSESSMENTS

Membership assessments for the support of the organization shall be paid by each member government. Effective July 1, 2014 membership assessments shall be calculated as follows:

\$.39 per capita for the first 150,000 population; then for additional population over 150,000 the rate will be \$.20 per capita. Counties pay for citizens in unincorporated areas only.

Population figures for each member jurisdiction will be based on the most recent annual state estimate. Effective July 1, 1996 any payments required to support federal or state funded programs will be paid by the responsible local government, separate from its membership assessment.

VIII. AMENDMENTS

These Bylaws may be amended at any time by vote of the Board of Delegates provided that such amendment shall have first been presented to the Board of Delegates in writing at least six days preceding the meeting at which the vote is taken.

Amended: June 25, 1975
 March 23, 1977
 March 1, 1978
 March 1, 1982
 March 27, 1996
 September 22, 2004
 May 23, 2012
 May 28, 2014
 November 16, 2016



TRIANGLE J COUNCIL OF GOVERNMENTS

World Class Region

2018 Calendar of Meetings TJCOG Board of Delegates and Executive Committee

Date	Meeting
January 24, 2018	Board of Delegates
February 28, 2018	Executive Committee
March 28, 2018	Board of Delegates
April 25, 2018	Board of Delegates
May 23, 2018	Board of Delegates
June 27, 2018	Executive Committee
July 2018	No Meeting
August 22, 2018	Board of Delegates
September 26, 2018	Executive Committee
October 24, 2018	Board of Delegates
November 28, 2018	Board of Delegates
December 19, 2018	Executive Committee

Board of Delegates: Informal discussion and dinner available at 5:30 p.m.; business meeting begins at 6:15 p.m.

Executive Committee: Dinner available at 6:00 p.m.; business meeting begins at 6:15 p.m.

Meetings are generally held on the fourth Wednesday of each month in either the TJCOG Large Conference Room (BOD), or Executive Conference Room (EC). The December meeting schedule has been adjusted due to the holidays.

Presented August 23, 2017

Triangle J Council of Governments

Charter Resolution

WHEREAS, together with the other county and municipal governmental units adopting concurrent Resolutions identical hereto, recognize that there is a need for such governmental units to consult among themselves and to act in concert with reference to regional matters affecting health, safety, welfare, education, recreation, economic conditions, regional planning or planning development; now, therefore, be it

RESOLVED, that pursuant to the General Statutes of North Carolina, Chapter 160A, Article 20, Part 2, the following Resolution is adopted for the establishment of a regional council of governments.

ARTICLE I

Short Title - Binding Effect. This Resolution is the "Charter" of this Regional Council; and said Charter, together with all amendments thereto, is binding upon and shall ensure the benefit of all governmental units adopting it.

ARTICLE II

Name. The name of the regional council of governments hereby established is the Triangle J Council of Governments.

ARTICLE III

Purpose. The purposes of the Council are:

1. To serve as a forum for discussion of governmental problems of mutual interest and concern;
2. To develop and formalize policy recommendations concerning specific matters having an areawide significance which may include but are not limited to the following:
 - (1) human resource development and human relations
 - (2) housing, public and private
 - (3) health care and hospital services
 - (4) recreation
 - (5) sanitation and refuse disposal
 - (6) communications
 - (7) transportation
 - (8) water, sanitary sewer, electric power and other utility services
 - (9) air, water and other environmental development

- (10) commercial and industrial development
- (11) law enforcement
- (12) welfare
- (13) fire protection and prevention
- (14) regional land use planning
- (15) manpower development and training
- (16) conservation and development of natural resources

3. To promote inter-governmental cooperation;

4. To provide organizational machinery to insure effective communication and coordination among the participating governmental units and other governmental units.

5. To serve as a vehicle for the collection and distribution of information concerning matters of areawide interests;

6. To review upon request of any governmental unit within the Triangle J Region applications of that unit for any grant in aide, federal, state or private; and

7. To provide services to local governments and residents in the area known as the Triangle J Region where appropriate and authorized.

The Council shall strive to promote harmony and cooperation among its members. It shall seek to deal with regional problems in a manner which is mutually satisfactory and shall respect the autonomy of all local governments within the Triangle J Region.

ARTICLE IV

Membership

1. The initial membership of the Council of Governments shall consist of the general purpose governmental units of an in the counties of Chatham, Durham, Johnston, Lee, Orange, and Wake, known as the Triangle J Region which adopted a resolution pursuant to N.C.G.S. 160A-470 on or before June 30, 1972.

2. Any municipality or county in the Triangle J Region which is not an initial member of the Council may join this Council by ratifying or adopting this Charter and upon a majority vote of approval by the existing members. Notice of such application for admission shall be given a member by the Council at least ten (10) days prior to the date of the meeting at which the vote is to be taken.

3. All rights and privileges of membership in the Council shall be exercised on behalf of the member governments by their delegates to the Council.

4. Any special purpose governmental agency in the Triangle J region involved in matters affecting the health, safety, natural resources, welfare or education of the citizens of North Carolina, such as

school boards, sanitary districts, and soil and water conservation districts, is eligible to apply for an affiliate membership in the Council. The application may be approved and an affiliate membership granted to such special purpose governmental unit upon the affirmative vote of a majority of the membership attending at any meeting shall pay no assessment, but the Council may charge each affiliate members a reasonable sum to cover its proportionate share of the direct costs of providing services to the affiliate members, provided such payments are authorized by law. The affiliate member shall have no vote in the Council, but its designated representative may serve on any technical or advisory committee and may otherwise participate in the deliberations of the Council.

ARTICLE V

Withdrawal. Any member may withdraw from the Council at the end of any fiscal year, provided written notice of intent to withdraw is given to each of the other members at least sixty (60) days prior to the end of the fiscal year.

ARTICLE VI

Governing Board.

1. The governing board of the Council of Governments shall be known as the Board of Delegates, which shall be constituted as described below.

2. The Board of Delegates shall consist of one delegate from each member governmental unit. Each governmental unit may designate any number of alternative delegates. All delegates and alternates shall be elected members of the governing bodies of member governmental units they represent. The delegates and alternates, as well as their successors, shall be selected by the member governing bodies in any manner consistent with law and the regulations governing such body, and their names shall be certified to the Council in the manner described by the Bylaws of the Council.

3. The term of office of each delegate shall commence upon the date of his appointment and certification to the Council by the governing body of the member governmental unit he or she represents; and such terms shall expire when the appointing body has appointed his or her successor and certified such successor to the Council, unless he or she shall sooner resign, or cease to be an elected member of said governing body, in which case his or her term shall expire on the effective date of such event. Each member shall certify to the Council the names of its delegates and any alternate(s) prior to the first Board of Delegates meeting of the calendar year. Only an individual who has been duly appointed and certified to the Council as a delegate or alternate may be.

4. The delegates shall be compensated, upon submittal of proper receipts, for direct expenses incurred in connection with discharging their duties as delegates to the Triangle J Council of Governments.

5. It is the intent of this Charter that all delegates to the Council shall have demonstrated an interest in the sound development of Region J.

ARTICLE VII

Meeting. Regular meetings of the Board of Delegates shall be held monthly to receive reports from its standing committees and to conduct necessary business. The Chairman may cancel the regular meeting if he determines that there is no need for the meeting. Special meetings of the Board of Delegates may be called by the Chairman, or by any three members thereof. All meetings shall be open to the public.

At least 48 hours written notice of any meeting shall be given to all delegates of the Board of Delegates. It shall state the time, place, and purpose of the meeting, and may be sent by telegram. At least twenty-four (24) hours oral notice shall be given of any committee meeting to all committee members. Any member may waive notice as to himself.

ARTICLE VIII

Quorum and Voting Requirements.

1. Except as provided in Paragraph 4 of this Article, each member governmental unit shall be entitled to one vote on all matters coming before the Board of Delegates or before any committee to which such member unit is duly appointed. All votes shall be cast by the delegates, or in his or her absence, by an alternate delegate of the member government.

2. The quorum shall be established in the Bylaws. The affirmative vote of a simple majority of representatives present at any meeting at which a quorum is present shall be required for any action or recommendation of the Board of any Committee, unless this Charter or the Bylaws of the Council require a larger affirmative vote on particular matters.

3. Voting shall be by voice, by show of hands, or, upon the request of any three delegates, by a poll of the delegates.

4. At the request of any delegate present, any questions shall be determined by weighted voting. Weighted voting shall mean that each participating member local government shall have one vote for each 5,000 units of population, as determined by the most recent decennial census, and for any remaining fraction of 5,000 units within the geographical boundaries of the participating government, except that any participating government whose jurisdiction has a population of less than 5,000 shall have one vote. In the case of any weighted voting question delegates representing local governments with at least two thirds of the aggregate votes of member local governments shall be present and participating. An affirmative vote of at least two thirds of the votes cast shall be required to decide any weighted voting question.

5. Proxy voting is not allowed.

ARTICLE IX

Officers of the Board of Delegates

1. At the first regular meeting of the Board of Delegates, and annually thereafter, the Board of Delegates shall elect a chairman, a vice chairman, a secretary, and a treasurer to serve for one year or until their successors have been duly elected. The Board of Delegates may also elect such additional officers as the Board of Delegates finds to be necessary in the proper performance of its duties.
2. The chairman shall preside at all meetings of the Board of Delegates and shall conduct said meeting in an orderly and impartial manner so as to permit a free and full discussion by the membership of such matters as may be brought to the Board of Delegates. The chairman shall have the same voting rights as other members.
3. The chairman may appoint such advisory committees as he finds to be necessary or desirable.
4. The vice chairman shall perform all of the duties of the chairman in the absence of the chairman, or in the event of the inability of the chairman to act, and shall perform such other duties as the Board of Delegates may delegate to him.
5. All other officers elected by the Board of Delegates shall perform such duties as may be prescribed by the Board of Delegates.

ARTICLE X

Finance Matters:

1. On or before the 15th day of April each year, the Council shall prepare and submit to each participating governmental unit its proposed general budget for the next fiscal year.
2. The general budget shall set out the proportionate share of the budget to be borne by each member governmental unit by a method as established in the By-laws and reviewed periodically by the Board of Delegates.
3. A special budget providing for cooperative arrangements or coordinated action for two or more members may be adopted at the request of members participating in special functions. The share of the special budget to be borne by each participating member shall be determined by the participating members.
4. Upon approval of its share of each budget by a member local government, such member shall appropriate its share of the budget, and after adoption of its own budget, shall forward to the budget officer his share of the budget.
5. All local appropriations to the Council shall be made in accordance with the Local Government Budget and Fiscal Control Act, as may be appropriate.

6. The finance officer shall have authority to collect, deposit, and disburse funds made available to the Council from any source whatsoever, and also perform other duties as prescribed by G. S. 159-25. Finance officers shall be bonded as required by G. S. 159.29. All monies received for the Council shall be deposited into an official depository of the Council for the exclusive use of the Council, and shall be paid out only by check signed by the finance officer and countersigned by the Executive Director or another official designated for this product by the Council. The countersigning officer shall countersign checks only when they are within the amount of appropriations made according to the budget of the Council.

7. The Board of Delegates may designate a Council employee or, with the agreement of the governing body involved, designate one of the city or county accountants as the finance officer to perform the duties as described in the Local Government Budget and Fiscal Control Act insofar as post-budget approval of expenditures is concerned.

8. It shall be the duty of the Board of Delegates to require that all financial records and accounts of the Council be audited annually by a certified public accountant or by an accountant certified by the Local Government Commission as qualified to audit local governmental accounts. A copy of the annual audit shall be forwarded to each member county and municipality and to the secretary of the Local Government Commission.

ARTICLE XI

Committee Structure.

1. The Board of Delegates may establish an Executive Committee, other committees of the Board itself, and technical and advisory committees.

2. Executive Committee. The Executive Committee shall consist of twelve delegates, two from each county in the Region. The officers of the Council shall automatically be members, and will thereby occupy that number of the two seats allotted to their county. Each county government will occupy one seat on the committee. The other seat from each county, will be occupied by a municipal delegate from that county. The municipal delegate will be chosen by a vote of all the municipal delegates from that county.

3. Technical and Advisory Committees. The Chairman may appoint technical or advisory committees with broadly representative membership for any of the planning studies and work elements in the Program of Work. These Committees should work directly with the Council staff and its consultants and make periodic reports to the Council. In addition to reviewing periodic progress reports, these advisory committees should directly participate in the planning process.

ARTICLE XII

Annual Report. The Council shall prepare and submit an annual written report of its activities, including financial statement, to the participating governmental units.

ARTICLE XIII

Powers, Duties and Functions of the Council. Within the limits of funds and personnel available, the Council:

1. Shall have and may exercise, in accordance with its Charter and Bylaws, all of the powers which the General Assembly of North Carolina has authorized, and may hereafter from time to time authorize, this Charter to confer upon the Council, including, but not limited to, all of the specific powers enumerated in Section 160A-475 (any amendments thereto) of the General Statutes of North Carolina, which powers are incorporated herein by reference.

2. Shall have, and may exercise, in addition to and not in limitation of the foregoing, the following powers:

(a) To create such committees as it deems necessary to exercise the powers granted to the Council herein in dealing with problems or problem areas that do not involve all the members of the Council. At least one delegate from each member governmental unit affected by the problem or problem area to be dealt with by the committee is entitled to be a member of that committee. Any two or more member governmental units shall have the right to have a Council committee formed to exercise the powers of the Council with reference to any problem which affects the petitioning governmental units, unless the Council shall reasonably determine that the problem or problem area in question should be assigned to an existing committee, in which case the petitioning member shall be entitled to be represented on said committee. The subject matter over which any committee has jurisdiction to exercise the powers of the Council shall be specifically defined, but may be enlarged or restricted by the Council from time to time. Unless the right of a member of representation on any particular committee granted herein above is asserted, the Chairman of the Council shall designate the membership of all committees.

(b) To accept, receive and disburse in furtherance of the duties, purposes, powers, and functions specified in the Charter all member assessments, funds, grants, and services made available by the State of North Carolina, any other municipality or county or other governmental or quasi-governmental unit or agency, (whether or not a member of such Council) and private and civic sources. The Council may provide matching funds, grants or services, received from any source, to or from any governmental or quasi-governmental agencies established by the Council or any two or more member governmental units in furtherance of the duties, purposes, powers, and functions herein contained. None of the powers contained in this subparagraph may be exercised by any committee except with respect to funds budgeted or appropriated for their use by the Council.

(c) To meet with, consult with and act in concert with any county or municipality or any agency of the State, Federal government, civic organization, private organization any other in the furtherance of the purposes and objects within its jurisdiction.

(d) To participate, as a unit of local government, in any undertaking with any other unit of local government, whether or not a member of the Council, for the joint exercise of governmental powers in accordance with the provisions of Chapter 160A, Article 20, Part 1 of the General Statutes of North Carolina (and any amendments thereto).

(e) To contract with any person, firm or corporation for goods and/or services when same

have been authorized by budget appropriations or by special resolution of the Council appropriating available funds.

(f) To adopt Bylaws containing such rules and regulations for the conduct of its business as it may deem necessary for the proper discharge of its duties and the performance of its functions, not inconsistent with the Charter of the laws of North Carolina.

(g) To create agencies of the Council to act for and on behalf of the Council in the planning and development of particular programs which affect the health, safety, welfare, housing, education, economic conditions or regional development of two or more member governmental units. Such agencies shall have such membership, staff, powers, duties and responsibilities as may be specified in the Council Resolutions pursuant to this such agency is established, consistent with powers herein granted to the Council. Provided, however, such agency shall at all times be acting for and on behalf of, and shall be responsible to the Council. The Council may appropriate funds for the use of agency programs which it has received from any source, including member assessments, provided such appropriation is made in accordance with the Charter.

(h) To contract with and provide services to local governmental units within Region J.

(i) To serve as an informational clearinghouse and, as a reviewing agency with respect to Federal, State and local services or resources available to assist in the solution of problems.

(j) To request and receive contributions of research assistance from its own agencies, private research organization, civil foundations, institutions of higher learning, and other organizations.

(k) To purchase, lease, rent or otherwise acquire real and personal property to the extent necessary to discharge the other powers, duties and functions set forth herein and to the extent such purchases are authorized by general or special budgets and are within the limits of funds appropriated for or provided to the Council by the participating governmental units and others for such purposes.

(l) To act as the official reviewing agency of the participating governmental units for all programs, Federal, State, or private, requiring regional review.

It is the desire of the membership of this Council to avoid duplication of governmental functions, particularly in the planning and development of future programs in areas of governmental responsibility, and to that end this Council is created, should function, and these powers are given.

ARTICLE XIV

Amendments. Amendments to this Charter shall become effective when adopted by resolution of two-thirds (2/3rds) of the participating governmental units in the Council of Governments.

ARTICLE XV

Dissolution. The Council may be dissolved at the end of any fiscal year only (1) upon the adoption of a dissolution resolution by the governing bodies of all member governmental units, or (2) the withdrawal from the Council of all but one (1) of the member governmental units. If such dissolution is affected by resolution of all member governments, such resolutions shall specify the method of liquidating the Council's assets and liabilities. If such dissolution is occasioned by withdrawal of all but one member, the remaining governmental unit shall have the power to liquidate all assets and liabilities and it shall then distribute the net proceeds, if any, to those members who paid the latest annual assessment and in the same proportion. Any deficit shall be the responsibility of those member governments who would have received the net proceeds, and in the same proportions.

Amended: July 1, 1975
February 18, 1976
April 28, 1982
February 14, 1985
March 27, 1996

Triangle J Council of Governments Charter Resolution

WHEREAS, together with the other county and municipal governmental units adopting concurrent Resolutions identical hereto, recognize that there is a need for such governmental units to consult among themselves and to act in concert with reference to regional matters affecting health, safety, welfare, education, recreation, economic conditions, regional planning or planning development; now, therefore, be it

RESOLVED, that pursuant to the General Statutes of North Carolina, Chapter 160A, Article 20, Part 2, the following Resolution is adopted for the establishment of a regional council of governments.

ARTICLE I

Short Title - Binding Effect. This Resolution is the "Charter" of this Regional Council; and said Charter, together with all amendments thereto, is binding upon and shall ensure the benefit of all governmental units adopting it.

ARTICLE II

Name. The name of the regional council of governments hereby established is the Triangle J Council of Governments.

ARTICLE III

Purpose. The purposes of the Council are:

- 1) To serve as a forum for discussion of governmental problems of mutual interest and concern;
- 2) To develop and formalize policy recommendations concerning specific matters having an areawide significance which may include but are not limited to the following:
 - a) human resource development and human relations,
 - b) housing, public and private.

- c) health care and hospital services.
- d) ~~R~~recreation.
- e) sanitation and refuse disposal.
- f) ~~G~~communications.
- g) ~~T~~ransportation.
- h) water, sanitary sewer, electric power and other utility services.
- i) air, water and other environmental development.
- j) commercial and industrial development.
- k) law enforcement.
- l) ~~W~~elfare.
- m) fire protection and prevention.
- n) regional land use planning.
- o) ~~manpower-workforce~~ development and training. and
- p) conservation and development of natural resources.

- 3) To promote inter-governmental cooperation;
- 4) To provide organizational machinery to insure effective communication and coordination among the participating governmental units and other governmental units.
- 5) To serve as a vehicle for the collection and distribution of information concerning matters of areawide interests;
- 6) To review, upon request of any governmental unit within the Triangle J Region, applications of that unit for any grant in aid~~e~~, federal, state or private; and
- 7) To provide services to local governments and residents in the area known as the Triangle J Region where appropriate and authorized.

The Council shall strive to promote harmony and cooperation among its members. It shall seek to deal with regional problems in a ~~manner which~~manner that is mutually satisfactory and shall respect the autonomy of all local governments within the Triangle J Region.

ARTICLE IV

Membership

- 1) The initial membership of the Council of Governments shall consist of the general purpose governmental units of and in the counties of Chatham, Durham, Johnston,

Lee, Orange, and Wake, known as the Triangle J Region, which adopted a resolution pursuant to N.C.G.S. 160A-470 on or before June 30, 1972.

- 2) Any municipality or county in the Triangle J Region ~~which-that~~ is not an initial member of the Council may join this Council by ratifying or adopting this Charter and upon a majority vote of approval by ~~the existing members~~ the Board of Delegates. Notice of such application for admission shall be given ~~to existing~~ a members ~~of-by~~ the Council at least ten (10) days prior to the date of the meeting at which the vote is to be taken.
- 3) All rights and privileges of membership in the Council shall be exercised on behalf of the member governments by their delegates to the Council.
- 4) Any special purpose governmental agency in the Triangle J region involved in matters affecting the health, safety, natural resources, welfare or education of the citizens of North Carolina, such as school boards, sanitary districts, and soil and water conservation districts, is eligible to apply for an affiliate membership in the Council. The application may be approved and an affiliate membership granted to such special purpose governmental unit upon the affirmative vote of the Board of Delegates, ~~a majority of the membership attending at any meeting~~ The affiliate member shall pay no assessment, but the Council may charge each affiliate members a reasonable sum to cover its proportionate share of the direct costs of providing services to the affiliate members, provided such payments are authorized by law. The affiliate member shall have no vote in the Council, but its designated representative may serve on any technical or advisory committee and may otherwise participate in the deliberations of the Council.

ARTICLE V

Withdrawal. Any member may withdraw from the Council at the end of any fiscal year, provided written notice of intent to withdraw is given to each of the other members at least sixty (60) days prior to the end of the fiscal year.

ARTICLE VI

Governing Board.

- 1) The governing board of the Council of Governments shall be known as the Board of Delegates, which shall be constituted as described below.

- 2) The Board of Delegates shall consist of one delegate from each member governmental unit. Each governmental unit may designate any number of alternate~~ive~~ delegates. All delegates and alternates shall be elected members of the governing bodies of the member governmental units they represent. The delegates and alternates, as well as their successors, shall be selected by the member governing bodies in any manner consistent with law and the regulations governing such body, and their names shall be certified to the Council in the manner described by the Bylaws of the Council.
- 3) The term of office of each delegate shall commence upon the date of his/her appointment and certification to the Council by the governing body of the member governmental unit he or she represents; and such terms shall expire when the appointing body has appointed his or her successor and certified such successor to the Council, unless he or she shall sooner resign, or cease to be an elected member of said governing body, in which case his or her term shall expire on the effective date of such event. Each member shall certify to the Council the names of its delegates and any alternate(s) prior to the first Board of Delegates meeting of the calendar year. Only an individual who has been duly appointed and certified to the Council as a delegate or alternate may beserve as a voting member of the Board of Delegates.
- 4) The delegates shall be compensated, upon submittal of proper receipts, for direct expenses incurred in connection with discharging their duties as delegates to the Triangle J Council of Governments.
- 5) It is the intent of this Charter that all delegates to the Council shall have demonstrated an interest in the sound development of Region J.

ARTICLE VII

Meeting. Regular meetings of the Board of Delegates shall be held, monthlyas provided in the Bylaws to receive reports from its standing committees and to conduct necessary business. The Chair~~man~~ may cancel the regular meeting if he or she determines that there is no need for the meeting. Special meetings of the Board of Delegates may be called by the Chair~~man~~, or by any three members thereof. All meetings shall be open to the public.

At least 48 hours written notice of any meeting shall be given to all delegates of the Board of Delegates. It shall state the time, place, and purpose of the meeting, and may be sent by electronic meanstelegram. At least twenty-four (24) hours oralwritten notice shall be given of any committee meeting to all committee members. Any member may waive notice of this requirement foras to himself/herself.

ARTICLE VIII

Quorum and Voting Requirements.

- 1) Except as provided in Paragraph 4 of this Article, each member governmental unit shall be entitled to one vote on all matters coming before the Board of Delegates or before any committee to which such member unit is duly appointed. All votes shall be cast by the delegates, or in his or her absence, by an alternate delegate of the member government.
- 2) The quorum shall be established in the Bylaws. The affirmative vote of a simple majority of ~~representatives~~ members present at any meeting at which a quorum is present shall be required for any action or recommendation of the Board ~~or~~ any Committee, unless this Charter or the Bylaws of the Council require a larger affirmative vote on particular matters.
- 3) Voting shall be by voice, by show of hands, or, upon the request of any three delegates, by a poll of the delegates.
- 4) At the request of any delegate present, any questions shall be determined by weighted voting. Weighted voting shall mean that each participating member local government shall have one vote for each 5,000 units of population, as determined by the most recent decennial census, and for any remaining fraction of 5,000 units within the geographical boundaries of the participating government, except that any participating government whose jurisdiction has a population of less than 5,000 shall have one vote. In the case of any weighted voting question delegates representing local governments with at least two thirds of the aggregate votes of member local governments shall be present and participating. An affirmative vote of at least two thirds of the votes cast shall be required to decide any weighted voting question.

~~5)~~ Proxy voting is not allowed.

~~5)6)~~ The provisions in this Article VIII apply to all committees and boards of the Council except to the extent such committee or board has adopted different measures.

ARTICLE IX

~~Officers of the~~ Board of Delegates

- 1) At the first regular meeting of the Board of Delegates, and annually thereafter as provided by the Bylaws, the Board of Delegates shall elect a ~~e~~Chairman, a ~~f~~First ~~v~~Vice

~~eChairman, a sSecond vVice eChair and a sSecretary-tTreasurer, and a treasurer~~ to serve as officers for one year or until their successors have been duly elected. The Board of Delegates may also elect such additional officers as the Board of Delegates finds to be necessary in the proper performance of its duties.

- 2) The ~~eChairman~~ shall preside at all meetings of the Board of Delegates and shall conduct said meeting in an orderly and impartial manner so as to permit a free and full discussion by the membership of such matters as may be brought to the Board of Delegates. The ~~eChairman~~ shall have the same voting rights as other members.
- 3) The ~~eChairman~~ may appoint such advisory committees as he or she finds ~~to be~~ necessary or desirable.
- 4) The ~~fFirst vVice eChairman~~ shall perform all of the duties of the ~~eChairman~~ in the absence of the ~~eChairman~~, or in the event of the inability of the ~~eChairman~~ to act, and shall perform such other duties as the Board of Delegates may delegate to him or her. The Second Vice Chair shall perform all of the duties of the First Vice Chair in the absence of the First Vice Chair or in the event of the inability of the First Vice Chair to act.
- 5) All other officers elected by the Board of Delegates shall perform such duties as may be prescribed by the Board of Delegates.

ARTICLE X

Finance Matters:

- 1) On or before the 15th day of April each year, the Council shall prepare and submit to each participating governmental unit its proposed general budget for the next fiscal year.
- 2) The general budget shall set out the proportionate share of the budget to be borne by each member governmental unit by a method ~~as~~ established in the By-laws and reviewed periodically by the Board of Delegates.
- 3) A special budget providing for cooperative arrangements or coordinated action for two or more members may be adopted at the request of members participating in special functions. The share of the special budget to be borne by each participating member shall be determined by the participating members.

- 4) Upon approval of its share of each budget by a member local government, such member shall appropriate its share of the budget, and after adoption of its own budget, shall forward to the budget officer ~~his~~its share of the budget.
- 5) All local appropriations to the Council shall be made in accordance with the Local Government Budget and Fiscal Control Act, as may be appropriate.
- 6) The finance officer shall have authority to collect, deposit, and disburse funds made available to the Council from any source whatsoever, and also perform other duties as prescribed by G.-S. 159-25. Finance officers shall be bonded as required by G.-S. 159.29. All monies received for the Council shall be deposited into an official depository of the Council for the exclusive use of the Council, and shall be paid out only by check signed by the finance officer and countersigned by the Executive Director or another official designated ~~for this product~~ by the Council. ~~The countersigning officer shall countersign checks~~Funds shall be disbursed only when they are within the amount of appropriations made according to the budget of the Council.
- 7) The Board of Delegates may designate a Council employee or, with the agreement of the governing body involved, designate one of the city or county accountants as the finance officer to perform the duties as described in the Local Government Budget and Fiscal Control Act insofar as post-budget approval of expenditures is concerned.
- 8) It shall be the duty of the Board of Delegates to require that all financial records and accounts of the Council be audited annually by a certified public accountant or by an accountant certified by the Local Government Commission as qualified to audit local governmental accounts. A copy of the annual audit shall be forwarded to each member county and municipality and to the secretary of the Local Government Commission.

ARTICLE XI

Committee Structure.

- 1) The Board of Delegates may establish an Executive Committee, other committees of the Board itself, and technical and advisory committees.
- 2) Executive Committee. The Executive Committee shall consist of ~~twelve~~two delegates, ~~two~~ from each county in the Region. The officers of the Council and the immediate past eChair shall automatically be members, and will thereby occupy that number of the two seats allotted to their county. Each county government will occupy one seat

on the committee. The other seat from each county, will be occupied by a municipal delegate from that county. The municipal delegate will be chosen- by a vote of all the municipal delegates from that county unless that seat is allotted automatically assigned as provided above. If delegates from two municipalities within the same county serve as an officer and/or immediate past chair,
—————If there are more eligible delegates than available seats for those delegates to serve on the Executive Committee due to the automatic assignments provided above, then the number of Executive Committee members shall be temporarily increased to allow all eligible delegates to serve on the Executive Committee. such delegates shall decide amongst themselves who shall serve on the Executive Committee. In the event of disagreement, the remaining members of the Executive Committee shall make the selection.

- 3) Technical and Advisory Committees. The Chair~~man~~ may appoint technical or advisory committees with broadly representative membership for any of the planning studies and work elements in the Program of Work. These Committees should work directly with the Council staff and its consultants and make periodic reports to the Council. In addition to reviewing periodic progress reports, these advisory committees should directly participate in the planning process.

ARTICLE XII

Annual Report. The Council shall prepare and submit an annual written report of its activities, including a financial statement, to the participating governmental units.

ARTICLE XIII

Powers, Duties and Functions of the Council. Within the limits of funds and personnel available, the Council:

- 1) Shall have and may exercise, in accordance with its Charter and Bylaws, all of the powers which the General Assembly of North Carolina has authorized, and may hereafter from time to time authorize, this Charter to confer upon the Council, including, but not limited to, all of the specific powers enumerated in Section 160A-475 (any amendments thereto) of the General Statutes of North Carolina, which powers are incorporated herein by reference.
- 2) Shall have, and may exercise, in addition to and not in limitation of the foregoing, the following powers:

- (a) To create such committees as it deems necessary to exercise the powers granted to the Council herein in dealing with problems or problem areas that do not involve all the members of the Council. At least one delegate from each member governmental unit affected by the problem or problem area to be dealt with by the committee is entitled to be a member of that committee. Any two or more member governmental units shall have the right to have a Council committee formed to exercise the powers of the Council with reference to any problem which affects the petitioning governmental units, unless the Council shall reasonably determine that the problem or problem area in question should be assigned to an existing committee, in which case the petitioning member shall be entitled to be represented on said committee. The subject matter over which ~~may~~any committee has jurisdiction to exercise the powers of the Council shall be specifically defined, but may be enlarged or restricted by the Council from time to time. Unless the right of a member of representation on any particular committee granted herein above is asserted, the Chair~~man~~ of the Council shall designate the membership of all committees.
- (b) To accept, receive and disburse in furtherance of the duties, purposes, powers, and functions specified in the Charter all member assessments, funds, grants, and services made available by the State of North Carolina, any other municipality or county or other governmental or quasi-governmental unit or agency, (whether or not a member of such Council) and private and civic sources. The Council may provide matching funds, grants or services, received from any source, to or from any governmental or quasi-governmental agencies established by the Council or any two or more member governmental units in furtherance of the duties, purposes, powers, and functions herein contained. None of the powers contained in this subparagraph may be exercised by any committee except with respect to ~~t~~ funds budgeted or appropriated for their use by the Council.
- (c) To meet with, consult with, and act in concert with any county or municipality, ~~or~~ any agency of the State, or Federal government, any civic organization, or any private organization ~~any other~~ in the furtherance of the purposes and objects within its jurisdiction.
- (d) To participate, as a unit of local government, in any undertaking with any other unit of local government, whether or not a member of the Council, for the joint exercise of governmental powers in accordance with the ~~pursuant to the~~ provisions of Chapter 160A, Article 20, Part 1 of the General Statutes of North Carolina (and any amendments thereto).

- (e) To contract with any person, firm or corporation for goods and/or services when same have been authorized by budget appropriations or by special resolution of the Council appropriating available funds.
- (f) To adopt Bylaws containing such rules and regulations for the conduct of its business as it may deem necessary for the proper discharge of its duties and the performance of its functions, not inconsistent with the Charter of the laws of North Carolina.
- (g) To create agencies of the Council to act for and on behalf of the Council in the planning and development of particular programs which affect the health, safety, welfare, housing, education, economic conditions or regional development of two or more member governmental units. Such agencies shall have such membership, staff, powers, duties and responsibilities as may be specified in the Council Resolutions ~~pursuant to this establishing~~ such agency ~~is established~~, consistent with powers herein granted to the Council. Provided, however, such agency shall at all times be acting for and on behalf of, and shall be responsible to the Council. The Council may appropriate funds for the use of agency programs which it has received from any source, including member assessments, provided such appropriation is made in accordance with the Charter.
- (h) To contract with and provide services to local governmental units within Region J.
- (i) To serve as an informational clearinghouse and, as a reviewing agency with respect to Federal, State and local services or resources available to assist in the solution of problems.
- (j) To request and receive contributions of research assistance from its own agencies, private research organizations, civil foundations, institutions of higher learning, and other organizations.
- (k) To purchase, lease, rent or otherwise acquire real and personal property to the extent necessary to discharge the other powers, duties and functions set forth herein and to the extent such purchases are authorized by general or special budgets and are within the limits of funds appropriated for or provided to the Council by the participating governmental units and others for such purposes.
- (l) To act as the official reviewing agency of the participating governmental units for all programs, Federal, State, or private, requiring regional review.

It is the desire of the membership of this Council to avoid duplication of governmental functions, particularly in the planning and development of future programs in areas of governmental responsibility, and to that end this Council is created, should function, and these powers are given.

ARTICLE XIV

Amendments. Amendments to this Charter shall become effective when adopted by resolution of two-thirds (2/3rds) of the participating governmental units in the Council of Governments.

ARTICLE XV

Dissolution. The Council may be dissolved at the end of any fiscal year only (1) upon the adoption of a dissolution resolution by the governing bodies of all member governmental units, or (2) the withdrawal from the Council of all but one (1) of the member governmental units. If such dissolution is affected by resolution of all member governments, such resolutions shall specify the method of liquidating the Council's assets and liabilities. If such dissolution is occasioned by withdrawal of all but one member, the remaining governmental unit shall have the power to liquidate all assets and liabilities and it shall then distribute the net proceeds, if any, to those members who paid the latest annual assessment and in the same proportions. Any deficit shall be the responsibility of those member governments who would have received the net proceeds, and in the same proportions.

Amended: July 1, 1975
February 18, 1976
April 28, 1982
February 14, 1985
March 27, 1996
Insert Date



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 7D
Consent Agenda**

SUBJECT: Consideration to participate with the Small Town Main Street Program

For the Board's consideration to participate with the Small Town Main Street Program by way of Resolution #008-2018.

Manager's Comments:



Town of Angier

Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

Resolution No.: 008-2018
Date Submitted: June 5, 2018
Date Adopted: June 5, 2018

**A RESOLUTION OF THE TOWN OF ANGIER
ADOPTING AN AGREEMENT TO CONTINUE PARTICIPATION IN THE
NORTH CAROLINA SMALL TOWN MAIN STREET PROGRAM
2018 - 2019**

WHEREAS; the North Carolina Department of Commerce, Urban Development Division has established a Small Town Main Street Program to provide technical assistance in downtown revitalization, utilizing the "Main Street Four-Point Approach" of Organization, Design, Promotion and Economic Restructuring, to selected small towns in eastern North Carolina; and,

WHEREAS; several towns were selected to receive a more detailed level of service incorporating all of the "Main Street Four Points"; and,

WHEREAS; the Department of Commerce selected the Town of Angier to participate in the program and the Town wishes to continue its participation for an additional year; and,

WHEREAS; both parties agree that a high level of community participation and commitment is required on the part of the Town and community in order to ensure that the program is as successful as possible; and,

WHEREAS; reimbursement for travel related expenses will be required of the Town;

THEREFORE, BE IT RESOLVED; that the Town agrees to continue its participation in the Small Town Main Street Program and to abide by the following conditions:

1. The Town will actively participate in the Small Town Main Street Program for an additional period of no less than twelve (12) months beginning July 1, 2018.
2. The Town will designate a contact person in the community for the technical assistance team to coordinate with in order to provide continuity and leadership for the effort.
3. The Town will continue to maintain a volunteer committee and working subcommittees that are representative of the entire community, to provide focus for the program.
4. The Town will continue its support for the volunteer committee and will assist the committee and team in conducting community projects and any other necessary activities.
5. The Town will cooperate with the Small Town Main Street technical assistance team and support the community vision and plan of action.



Town of Angier

Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

6. The Town will continue to implement the plan of action to the fullest extent possible.
7. The Town will continue to develop and actively participate in local and regional partnerships and networks, and share resources and information gained through the program with other communities in the region.
8. The Town agrees to reimburse the department for any travel-related expenses requested as required.

Adopted by the Angier Board of Commissioners on this the 5th day of June, 2018.

ATTEST:

Lewis W. Weatherspoon, Mayor

Veronica Hardaway, Town Clerk

TRADEMARK SUBLICENSE AGREEMENT

This Trademark Sublicense Agreement ("Sublicense Agreement") is entered into between _____ ("Coordinating Program") and _____ ("Sublicensee"), effective as of the last date written below. For good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. Background.

A. The National Main Street Center, Inc. ("NMSC") operates a membership program called MAIN STREET AMERICA™. As a part of that program, MAIN STREET AMERICA™ Coordinating Program Membership is available to statewide, regional or citywide organizations that oversee multiple local downtown and neighborhood programs within their service area and work to preserve and revitalize commercial districts. Local Program membership in the MAIN STREET AMERICA™ program is available at the Affiliate or Accredited levels to individual programs or organizations that satisfy the membership eligibility criteria described on the NMSC website (currently located at: <http://www.preservationnation.org/main-street/about-main-street/main-street-america/main-street-america-tier.html#.VmYLY7grLIU>).

B. Organization is a Coordinating Program member of NMSC in good standing and has entered into a Trademark License Agreement with the NMSC which grants to the Coordinating Program the right to sublicense to its Local Programs the use of the NMSC name and trademarks described below.

C. Sublicensee is a Local Program Member in good standing of the MAIN STREET AMERICA™ program at the Affiliate level. Sublicensee is also located within the Coordinating Program's geographic service area. Therefore, Sublicensee has the opportunity to enter into this Trademark License Agreement, which grants certain rights to use the NMSC's name and trademarks, including MAIN STREET AMERICA™ and MAIN STREET®, as described below.

D. The NMSC's parent entity, the National Trust for Historic Preservation ("National Trust"), owns the following registered trademarks, which it has delegated to the NMSC the right to sublicense. NMSC and Coordinating Program have entered into a Trademark Licensing Agreement which grants the Coordinating Program the right to sublicense the following registered trademarks:

Mark	U.S. Registration Number
MAIN STREET	Reg. Nos. 3,365,568 and 2,057,207
NATIONAL MAIN STREET CENTER	Reg. No. 2,013,837

These registered trademarks owned by the National Trust, together with the MAIN STREET AMERICA™ word marks and logos referred to in Section 2.A.1 below, the NATIONAL MAIN STREET CENTER logo referred to in Section 2.A.ii below are referred to herein as the "Trademarks."

E. The Trademarks are well known and recognized by the general public and associated in the public mind with the NMSC and the National Trust. The Coordinating Program and the Sublicensee recognize the mutual benefits that accrue from the Sublicensee's use of the Trademarks in accordance with the terms and conditions of this Sublicense Agreement, including the recognition and credibility brought to the Sublicensee through its use of these Trademarks and the benefit to the Coordinating Program and NMSC from association with high-performing Local Programs.

**National Main Street Center
Local Program Affiliate Member Sublicensing Agreement**

2. Grant of Sub-License.

A. Subject to the terms and conditions of this Sublicense Agreement, the Coordinating Program hereby grants the Sublicensee the non-exclusive right and license to use the Trademarks to identify and promote its participation in the MAIN STREET AMERICA™ program, as well as its relationship and association with the Coordinating Program and NMSC, in connection with the following activities:

- i. **MAIN STREET AMERICA™ word and logo marks.** The Sublicensee's rights to use the MAIN STREET AMERICA™ word mark and the following MAIN STREET AMERICA logo are limited to Sublicensees which are members in good standing at the Affiliate membership level of the MAIN STREET AMERICA™ program:

For use by Local Programs who are Designated Members at the Affiliate Level:



As a Main Street America Affiliate™, INSERT PROGRAM NAME HERE is part of a national network of more than 1,200 neighborhoods and communities who share both a commitment to creating high-quality places and to building stronger communities through preservation-based economic development.

- ii. **NATIONAL MAIN STREET CENTER® word and logo marks.** The Sublicensee's right to use the NATIONAL MAIN STREET CENTER word mark and the following NATIONAL MAIN STREET CENTER logo solely and exclusively to indicate its association with the National Main Street Center:



- iii. **MAIN STREET® word mark.** The Sublicensee's right to use the MAIN STREET trademark is limited to use made to identify Sublicensee and/or its activities, including as part of the name of the Licensee (e.g. "Main Street Iowa"), in connection with commercial district revitalization and related consultation, education, and training.

3. Scope of and Limitations on Use. Use of the Trademarks by the Sublicensee will be subject to the following limitations:

A. Sublicensee must display the Affiliate level MAIN STREET AMERICA membership mark on their website. All uses of the MAIN STREET AMERICA word mark and logo by Sublicensee must follow the specific mark, color, and character usage set forth in the Brand Identity Guidelines attached as Exhibit A, which are incorporated by reference as if fully set forth herein. Sublicensee will not use or develop any different logos or designs (including any symbols or stylized

**National Main Street Center
Local Program Affiliate Member Sublicensing Agreement**

presentations), in connection with the MAIN STREET AMERICA mark or logo. Use of the MAIN STREET AMERICA word mark and logos by Sublicensee is a mandatory condition of membership in the MAIN STREET AMERICA program.

B. The MAIN STREET mark, as part of the name and identity of Sublicensee's organization, programs, and activities, can be used on materials designed to promote the work of Sublicensee (e.g., website, brochures, newsletter, letterhead or other printed promotional materials). The right to use the MAIN STREET mark by the Sublicensee is an optional benefit of membership in the MAIN STREET AMERICA program.

C. All uses of the NATIONAL MAIN STREET CENTER logo by Sublicensee must follow the specific mark, color, and character usage set forth in the Brand Identity Guidelines attached as Exhibit A, which are incorporated by reference as if fully set forth herein. Sublicensee will not use or develop any different logos or designs (including any symbols or stylized presentations) in connection with the NATIONAL MAIN STREET CENTER mark. Use of the NATIONAL MAIN STREET CENTER logo by Sublicensee is an optional benefit of membership in the MAIN STREET AMERICA program.

D. This Sublicense Agreement is subject to the terms, conditions, and limitations of the Trademark License Agreement between NMSC and the Coordinating Program.

E. Sublicensee will not apply to register any of the Trademarks, or any other trademark that incorporates any part of the Trademarks or "National Trust for Historic Preservation." Sublicensee will not state or imply that it owns any such trademarks.

F. The Sublicensee will not use the Trademarks in combination with or in juxtaposition with other trademarks except as may be approved in writing by the NMSC. The Sublicensee will apply and display the ® symbol and the ™ symbol next to or with respect to the Trademarks as directed by the Coordinating Program.

G. Other than as specifically provided herein, Sublicensee is not granted any other rights to use, license or sublicense the Trademarks.

4. Term. This Sublicense Agreement will become effective immediately upon the date of last signature below, and, unless terminated early under Sections 5 or 10, will be effective through December 31, 2018, at which time it may be renewed by mutual written agreement of the parties hereto.

5. Conditions. This Sublicense Agreement between Coordinating Program and Sublicensee is conditioned upon Sublicensee having an active MAIN STREET AMERICA membership at the Affiliate level with NMSC. The requirements of this membership are currently available at: <http://www.preservationnation.org/main-street/about-main-street/main-street-america/main-street-america-tier.html#.VmYLY7grLIU>, and are incorporated herein by reference.

6. Acknowledgment of Ownership. Use of the Trademarks indicates acknowledgment by the Sublicensee of the NMSC's and the National Trust's rights and title to the Trademarks, (i.e. MAIN STREET AMERICA, NATIONAL MAIN STREET CENTER, and MAIN STREET), and that Sublicensee will not at any time do, or permit to be done, any act or thing that will in any way impair the rights of the NMSC or the National Trust. All use of the Trademarks by the Sublicensee will inure to the benefit of the NMSC and the National Trust.

**National Main Street Center
Local Program Affiliate Member Sublicensing Agreement**

7. Good will and promotional value. Sublicensee recognizes and acknowledges the value of good will associated with the Trademarks and agrees that it will not conduct any activity, provide any service, or produce or distribute goods which in any way damages or reflects adversely upon the NMSC or the National Trust.

8. Non-assignment. This Sublicense Agreement is personal to the Sublicensee, and may not be assigned to any other individual, program, organization, or agency. Any attempted assignment will be null and void.

9. Compliance Verification. It is the responsibility of the Sublicensee to verify compliance with the terms of this Sublicense Agreement, and to provide complete and accurate usage reports to the Coordinating Program. If the Coordinating Program or the NMSC has reason to believe that the Sublicensee is in violation of this Sublicense Agreement, the Coordinating Program or NMSC shall have the right to make inquiries with Sublicensee as necessary to determine compliance. In such case, the Sublicensee will cooperate with the Coordinating Program and/or NMSC in its investigation and provide in a timely fashion any and all information that is requested.

10. Termination.

A. Coordinating Program may terminate this Sublicense Agreement if the Sublicensee violates any of the provisions of this Sublicense Agreement or fails to satisfy the membership criteria established by the NMSC for Affiliate Local Programs. Such termination will be effective thirty (30) days after the Coordinating Program sends written notice of such termination to Sublicensee. During this thirty (30) day period, Sublicensee may attempt to cure such violation. If the violation is not cured during this period, the termination will be effective upon the expiration of the thirty (30) day period.

B. This Sublicense Agreement will automatically terminate immediately without any notice required, notwithstanding the above paragraph, if the Coordinating Program or NMSC determines: (i) that sublicensee's actions could negatively affect the goodwill, image, or reputation of the NMSC, the National Trust for Historic Preservation, the Coordinating Program, or any of the Trademarks; (ii) the Sublicensee discontinues all or a significant portion of its business; (iii) the National Trust terminates, revokes, or fails to renew the NMSC's rights to use, license, or sublicense the Trademarks; or (iv) the NMSC terminates, revokes or fails to renew the Coordinating Program's rights to use, license or sublicense the Trademarks.

C. Upon the expiration or early termination of this Agreement, the Sublicensee will discontinue use of the Trademarks and will destroy and delete tangible and electronic documents and files containing any such marks, except for a limited number of copies retained for archival purposes only.

11. Governing Law. This Agreement is entered into in the District of Columbia and will be governed by and construed in accordance with the laws of the District of Columbia, USA, without giving effect to conflict of laws provisions.

12. Annual Report, Notices, Other Communication. Upon request by the Coordinating Program or NMSC, Sublicensee shall submit samples of any materials on which the Trademarks licensed under this agreement were used during the year. Such samples shall be submitted within ten business days of receipt of a written request from the Coordinating Program or NMSC.

**National Main Street Center
Local Program Affiliate Member Sublicensing Agreement**

13. Notices. Any notices which either party is required or may desire to serve upon the other party shall be in writing and may be served either personally or by depositing the same in the mail (first class postage prepaid, certified and return receipt requested) or with a reputable overnight express delivery service (with confirmed delivery, charge prepaid or billed to shipper), addressed to the party to be served as follows, unless a different address is designated in writing by the party to be served. Notice shall also be required to be given by electronic mail on the same date as deposited in the mail. Notice given by mail alone shall not be sufficient.

To Coordinating Program:

Name: _____

Address: _____

Phone: _____

Email: _____

To Sublicensee:

Name: _____

Address: _____

Phone: _____

Email: _____

14. Successors. This Agreement shall be binding upon, and will inure to the benefit of, the parties and their respective permitted successors and assigns.

15. Modification. No amendment or modification of the terms or conditions of this License Agreement will be valid unless in writing and signed by both parties.

16. Waiver. The failure of either party to partially or fully exercise any right or the waiver by either party of any breach, shall not prevent a subsequent exercise of such right or be deemed a waiver of any subsequent breach of the same or any other term of this Sublicense Agreement. No waiver shall be valid or binding unless in writing and signed by the waiving party.

17. Severability. If any provision of this Sublicense Agreement or the application of any provision hereof to any person or circumstances is held to be void, invalid, or inoperative, the remaining provisions of this Agreement shall not be affected and shall continue in effect and the invalid provision shall be deemed modified to the least degree necessary to remedy such invalidity.

18. Entire Agreement. This Sublicense Agreement is the entire agreement between the parties with respect to the matters referred to herein and it supersedes and replaces all prior and contemporaneous oral and written understandings pertaining to the subject matter hereof.

Coordinating Program

By: _____
Name, Title

Date: _____

Sublicensee

By: _____
Name, Title

Date: _____



Name of City/Town: Town of Angier_____

Date: June 5, 2018_____

2018-2019 Annual Agreement North Carolina Main Street® Designation

Designated Main Street communities (Main Street Director and Main Street Board Chair or City/Town Manager) must sign this document and return to the NC Main Street & Rural Planning Center no later than June 29, 2018 to remain active in the program.

A signed document confirms that the local Main Street program has a thorough understanding of the benefits and requirements of active participation in the NC Main Street program. As a means of communication, the NC Main Street & Rural Planning Center will send a signed copy back to the local government, if not signed by the local government, in July 2018 so that they too understand the benefits and requirements.

Retain a signed copy for your records, and return an original, signed copy of the entire document by mail or a scanned, signed copy of the entire document by email no later than June 29, 2018, to:

To: Naomi Riley,
Coordinator, Downtown Services
NC Main Street & Rural Planning Center
4346 Mail Service Center
Raleigh, NC 27699-4346

Naomi.riley@nccommerce.com

Program Background

Nationally:

Main Street America™ has been helping revitalize older and historic commercial districts for more than 35 years. Today it is a network of more than 1,600 neighborhoods and communities, rural and urban, who share both a commitment to place and to building stronger communities through preservation-based economic development. Main Street America is a program of the nonprofit National Main Street Center, a subsidiary of the National Trust for Historic Preservation.

Main Street America™ is a movement. Main Street America has been helping revitalize older and historic commercial districts for more than 35 years. It is the leading voice for preservation-based economic development and community revitalization across the country. Made up of small towns, mid-sized communities, and urban commercial districts, Main Street America represents the broad diversity that makes

this country so unique. Working together, the programs that make up the Main Street America network help to breathe new life into the places people call home.

Main Street America is a mark of distinction. It is a seal, recognizing that participating programs, organizations, and communities are part of a national movement with a proven track record for celebrating community character, preserving local history, and generating impressive economic returns. Since 1980, over 2,000 communities have been part of Main Street, bringing renewed energy and activity to America's downtowns and commercial districts, securing \$75 billion in new investment creating more than 614,716 net new jobs and rehabilitating 276,790 buildings.

Main Street America is a time-tested strategy. Main Street America communities are encouraged to make use of a time-tested approach, known as the Main Street Approach. The Main Street Approach is rooted in a commitment to broad-based community engagement, a holistic understanding of the factors that impact the quality of life in a community, and strategic focus on the core principles of downtown and neighborhood revitalization: Economic Vitality, Quality Design, Effective Promotion, and Sustainable Organization. For more information, visit www.mainstreet.org.

In North Carolina:

The NC Main Street & Rural Planning Center within the N.C. Department of Commerce, is the licensed agency that is charged with administering the Main Street program throughout the state. The Center is committed to following the program guidelines and licensing agreement as outlined by the National Main Street Center and signed by the N.C. Department of Commerce.

The N.C. Department of Commerce designates communities as a "North Carolina Main Street community". When designated, the local city or town government, and specifically the chief elected official, is notified of the designation. The city or town government determines who will administer the Main Street program at the local level and the city or town manager communicates that information to the N.C. Main Street & Rural Planning Center. **From time-to-time, that administration may change. If there is a change, this document outlines the steps that must be followed for a change in local administration to occur.**

Since 1980, over 111 communities have directly benefitted from the North Carolina Main Street program, bringing economic strength to North Carolina's downtown commercial districts, securing \$2.75 billion in new investment creating more than 23,400 net new jobs and rehabilitating 6,095 buildings.

Benefits for NC Main Street Communities

North Carolina Main Street communities benefit from the following:

Partnership:

- Communities selected to participate in the Main Street program become partners with the North Carolina Department of Commerce, NC Main Street & Rural Planning Center in a long-term, asset-based economic development effort that has proven to have a positive impact on investment and job creation.
- Main Street communities are limited in number and therefore receive focused and personal attention from NC Main Street staff.

- North Carolina communities are selected through a competitive process and only a few are designated; therefore, Main Street designation is an honor bestowed upon only a few special communities.
- In the first three years of a local Main Street program, the state of North Carolina invests approximately \$100,000 in on-site visits, training and technical assistance. After the initial start-up phase, the state annually invests approximately \$5,000 in each Main Street community in the form of ongoing town-specific technical assistance, and statewide and on-site training for directors and volunteers.

Training:

- Main Street communities are eligible to attend and participate in the NC Main Street Conference, NC Main Street Basic Training, Board and Committee Training, NC Main Street Directors' Meetings, Biannual Regional Meetings, and subject specific workshops.
- Designated North Carolina Main Street communities receive two free registrations to the North Carolina Main Street Conference held in March.

Technical Assistance:

- The North Carolina Main Street program staff guides designated communities through a strategic planning process which helps communities create a vision, develop strategies and produce action plans so that limited resources are focused and results are magnified.
- The North Carolina Main Street staff guide participating communities through board development, volunteer development and downtown manager training.
- The North Carolina Main Street staff provide guidance and support to communities on ways to find and develop financial resources.
- Property and business owners in Main Street cities receive free building exterior design recommendations from design specialists at the UNC-Greensboro School of Interior Architecture, in collaboration with the NC Main Street & Rural Planning Center staff.
- North Carolina Main Street staff has extensive experience in organizational development and nonprofit management, historic preservation, building rehabilitation, investment tax credits, incentive programs, tourism development, marketing, image building, special event development, communications, and a range of other pertinent areas.
- The North Carolina Main Street staff is among the nation's leading authorities on downtown development with experience helping North Carolina towns with revitalization challenges.
- The North Carolina Main Street staff assists communities with Main Street Manager recruitment and selection.
- The North Carolina Main Street staff conducts an annual program assessment and review of each Main Street program.
- The North Carolina Main Street staff conducts an annual budget and salary analysis of Main Street programs.
- The North Carolina Main Street staff conducts an annual statistical data collection and analysis.

Network:

- North Carolina Main Street communities may use the Main Street trademarks on materials designed to promote the work of their program in collaboration with the state of North Carolina and the National Main Street Center.

- The North Carolina Main Street network possesses some of the most experienced downtown development professionals in the country.
- Main Street communities may take advantage of and participate in a special network of Main Street cities statewide and nationally, with over 1,600 communities across the nation, and 45 city, state, and regional Coordinating Programs, that participate in the Main Street program. This allows them to learn best practices, techniques and strategies for downtown development.

Funding:

- When available, Main Street communities are eligible to apply for Main Street Solutions Funds to assist small business development and the Downtown Redevelopment Funds to address slum and blighted downtown commercial buildings.
- The NC Main Street & Rural Planning Center maintains and distributes a funding guide of federal, state, corporate and foundation sources commonly used for funding downtown projects.

Resources:

- Through the North Carolina Main Street program, communities can identify resource people, consultants and specialists on topics of interest to the community.

Economic Impact:

- Since 1980 when the program began, Main Street communities in North Carolina have had over \$2.75 billion in new investment in their downtowns, a net gain of over 5,883 new businesses and a net gain of over 23,400 new jobs. This is serious economic development!
- The North Carolina Main Street staff facilitate statewide economic impact studies and collect data to determine trends in Main Street and Small Town Main Street communities.

Recognition:

- Designated North Carolina Main Street communities are eligible to receive statewide recognition through the North Carolina Main Street Awards and Main Street Champions programs.
- In addition, designated communities are eligible for recognition by the National Main Street Center as a Nationally Accredited Main Street community.
- Designated North Carolina Main Street communities are eligible to apply for national recognition from the National Main Street Center through the Great American Main Street Awards® (GAMSA) program.
- North Carolina Main Street communities receive publicity about their programs through press releases distributed through the N.C. Department of Commerce, NC Main Street & Rural Planning Center newsletters and annual reports, Main Street presentations and the NC Main Street Center social media sites.

Requirements of Designated N.C Main Street Communities

Main Street communities must be 50,000 and under in population at the time of designation.

1. Participate in all services provided to the local community by the NC Main Street & Rural Planning Center.

2. Employ a full-time - 40 hours/week paid professional Main Street Director, that is dedicated to downtown and that will coordinate and facilitate the work of the program. Communities with a population of 5,001-9,999 MAY employ two or more persons that equal one or more full-time equivalent position(s). One of the positions must be designated as the director. Communities with a population of 5,000 or less MAY employ a part-time - 20+ hours/week position paid professional Main Street Director.
 - The Main Street Director should be paid a salary consistent with those of other community development professionals within the city, state, or region in which the program operates.
 - The Director should be adequately trained — and should continue learning about revitalization techniques and about issues affecting traditional commercial districts.
 - The Director should have a written job description that correlates with the roles and responsibilities of a Main Street Director.
 - There should be a formal system in place for evaluating the performance of the Director on an annual basis.
 - Adequate staff management policies and procedures should be in place.
3. Obtain a 501(c) 3, 4, or 6 nonprofit designation OR be designated as a department of the local municipal government.
4. Establish broad-based support for the commercial district revitalization process, with strong support from both the public and private sectors.
 - The Main Street organization should have the active participation of various stakeholders at the committee and board levels.
 - Participants should contribute financial, in-kind, and volunteer support for the revitalization program.
 - Participants should also look for, and act on, opportunities to make connections between other programs with which they are involved and the Main Street revitalization effort so that, by doing their own work a little smarter, or in a more integrated way, other programs help further the revitalization process.
 - The program should include an ongoing process for volunteer recruitment, orientation, and recognition, constantly refreshing its pool of volunteers and involving new people each year.
 - The revitalization program has broad-based philosophical support from the community.
 - Municipal government demonstrates a philosophical commitment to commercial district revitalization.
5. Establish and maintain an active Board of Directors and Committees using the Main Street Four-Point Approach® and develop a comprehensive Main Street Work Plan using the Main Street Four-Point Approach®.

Main Street revitalization by nature is a community-driven process. Therefore, community members must take an active role in leading and implementing positive change. While the Director is responsible for facilitating the work of volunteers, this staff member is not tasked with single-handedly revitalizing the commercial district. The direct involvement of an active board of directors and committees are keys to success.

If a Main Street organization is housed within another entity (e.g., a community development corporation), it is still important to have its own board of directors and committee structure.

- The board is a working, functional board that understands its roles and responsibilities and is willing to put forth the effort to make the program succeed.
- Committee members assume responsibility for the implementation of the work plan.

- The program has a dedicated governing body, its own rules of operation, its own budget, and its own bylaws, and is empowered to carry out Main Street's mission, even if the Main Street program is a part of a larger organization.
- The board has well-managed, regular monthly meetings, with an agenda and regular distribution of minutes.
- Committees have regularly scheduled monthly meetings with an agenda that addresses the committee work plan.

6. Establish an annual work plan/planning process for downtown.

A comprehensive annual work plan provides a detailed blueprint for the Main Street program's activities; reinforces the program's accountability both within the organization and in the broader community; and provides measurable objectives by which the program can track its progress.

- The work plan should contain a balance of activities in each of the four broad program areas that comprise the Main Street approach — Economic Vitality, Quality Design, Effective Promotion, and Sustainable Organization.
- The work plan should contain measurable objectives, including timelines, budgets, desired outcomes, and specific responsibilities.
- The work plan should be reviewed, and a new one should be developed annually.
- Ideally, the full board and committees will be involved in developing the annual work plan. At a minimum, the full board should adopt/approve the annual work plan.
- The work plan should distribute work activities and tasks to a broad range of volunteers and program participants.
- There has been significant progress in each of the four points based on the work plan submitted for the previous year.

7. Adopt and exhibit a Historic Preservation Ethic and design management program.

Historic preservation is central to the Main Street program's purpose and is what makes historic and traditional commercial districts authentic places. Historic preservation involves saving, rehabilitating, and finding new uses for existing buildings, as well as intensifying the uses of the existing buildings, through building improvement projects and policy and regulatory changes that make it easier to develop property within the commercial district.

- The program has, or is working toward putting in place, an active and effective design management program (which may include financial incentives, design assistance, regulatory relief, design review, education, and other forms of management).
- The program encourages appropriate building renovation, restoration, and rehabilitation projects.
- When faced with a potential demolition or substantial structural alteration of a significant, historic, or traditional building in the Main Street district, the program actively works to prevent the demolition or alteration, including working with appropriate partners at the state, local, or national level to attempt to stay or alter the proposed activity; developing alternative strategies for the building's use; and/or educating local leaders about the importance of retaining existing buildings and maintaining their architectural integrity.
- The program works to find creative adaptive use, financing, and physical rehabilitation solutions for preserving old buildings.
- The program recognizes the importance of planning and land-use policies that support the revitalization of existing commercial centers and works toward putting planning and land-use policies in place that make it as easy (if not easier) to develop property within the commercial district as it is outside the commercial district. Similarly, it ensures that financing, technical

assistance, and other incentives are available to facilitate the process of attracting investment to the historic commercial district.

- The program builds public awareness for the commercial district's historic buildings and for good design.

8. Demonstrate an established vision for downtown and a mission that defines the role of the organization that will manage the downtown initiative.
 - The organization has an appropriate written mission statement.
 - The mission statement is reviewed annually and updated as appropriate.
 - The organization has an appropriate written vision statement for downtown that is reviewed annually and updated as appropriate. The vision statement should define the economic potential of downtown.
9. New Main Street Director attendance at Main Street Orientation, held each month in Raleigh, within three months of start date (if not previously attended).
10. Main Street Director attendance at Main Street Basic Training each time there is a change in management (if not previously attended).
11. Fund the local Main Street program through both public and private partnerships at a level allowing for full implementation of the program based on the Four-Point Approach® and the adopted annual work plan.
 The Main Street program's budget should be adequate to achieve the program's goals. The dollar amount that is "adequate" for a program budget may vary.
 - The budget should be specifically dedicated to revitalizing the commercial district.
 - The Main Street program's budget should contain funds adequate to cover the salary and benefits of staff; office expenses; travel; professional development; and committee activities.
 - Revenue sources are varied and broad-based, including appropriate support from the municipal government.
 - There is a strategy in place to help maintain stable funding.
 - There is a process in place for financial oversight and management.
 - Regular monthly financial reports are made by the treasurer to the board.
12. Main Street Director's attendance at Main Street Directors' Meeting held once a year in August. (In the case of a vacancy or illness/emergency, a substitution for the director may be made for this meeting).
13. Main Street Director (or Volunteer if Director cannot) attendance at a minimum of One of Two Bi-annual Regional Meetings each year. (Held in July and October.) *It is recommended that the Director attends both meetings, not just one.
14. Main Street Director and a minimum of one volunteer attendance at the annual N.C. Main Street Conference - (NCMS provides each designated MS community with two complimentary registrations).
15. Submit annual Statistical data in July and Budget & Salary information and Program Assessment Survey in January as requested to the NCMS Center.
16. Maintain an annual membership with the National Main Street Center at a \$350 designated level.

17. Reimbursement of NCMS Center's travel expenses, when traveling to the local community, at the IRS state rate plus meals at the state per diem rate and lodging in accordance to the NC Main Street & Rural Planning Center Travel Policy.
18. Main Street Program must also sign and follow the attached National Main Street sublicense agreement and must comply with all Accredited or Affiliate community requirements. Logos and Website language will be sent following receipt of signed agreements.

Requirements are in part from: <http://www.preservationnation.org/main-street/about-main-street/the-programs/performance-standards.html#1>

Documents Needed for a Change in Administration of the Local Main Street Program:

- The City/Town Council has the authority to designate another agency/entity to administer the Main Street program.
 - North Carolina Main Street Center requires:
 - A resolution from the City/Town Council that authorizes this change.
 - Minutes of the City/Town Council Meeting clearly demonstrating the majority vote.
 - Documentation demonstrating how the entity that will be administering the Main Street Program will address the items listed under the requirements section of this document.

Benefits of Membership with The National Main Street Center

Designated Main Street Member

(Required for all active, designated N.C. Main Street and Small Town Main Street communities)

As a Designated Main Street Member, your program is a recognized leader among the largest network of commercial district organizations in the world. Tap into the expertise of our large network of Main Street Programs, BIDs, CDC's, planners, local government agencies, consultants, and others to learn, research and share useful experience with each other. This guide explains the benefits of membership and how to access these tools.

We want you to get as much out of your membership as possible! Please contact us if you require any assistance with your benefits.

Your benefits include:

- Exclusive eligibility to be recognized as an [Affiliate or Accredited Main Street America program](#);
- Exclusive eligibility to enter into Licensing Agreement with the NMSC, or your Coordinating Program, to use [Main Street America™](#) name and logo.
- Eligibility to apply for the [Great American Main Street Awards](#) and other special programs;
- Access to [Main Street Weekly](#), a weekly newsletter on new trends, stories from the field, and need-to-know information for those in the commercial district revitalization field;
- [Discounts](#) on [conferences](#) and trainings produced by the National Main Street Center;
- Access to our [digital library](#) of must-read revitalization publications, including full archives of the *Main Street Now* journal;
- Free [online training](#) opportunities;
- Access to the [Main Street Listserv](#), a forum of commercial district revitalization practitioners;
- Volunteer management resources and a customizable handbook in the [Volunteer Toolkit](#);
- Fundraising tips and examples to help make your fundraising efforts more effective in the [Fundraising Toolkit](#);
- Full access to the [Main Street Solution Center](#) with sample documents, articles, reports, and more from your peers and experts in the field—all at your fingertips;
- Expand your search for the perfect candidate by posting job openings for your local program through the National Trust for Historic Preservation's online [Career Center](#). Main Street has its own section.
- Access to unique insurance products from the [National Trust Insurance Services, LLC](#).
- [Membership with the National Trust for Historic Preservation](#), which includes *Preservation* magazine
- A [voice](#) for your issues
- And much more!

Annual Dues: \$350

Information from:

<http://www.mainstreet.org/main-street/join/designated-member-benefits.html?referrer=http://www.mainstreet.org/main-street/join?referrer=https://www.google.com/>

Signature Page

1. Designated Main Street City/Town:
(Please Print Clearly) _____

2. Name of Local Main Street Administrating Organization:
(Please Print Clearly) _____

3. Check Which One Applies:

- ☐ Public (City/Town) Administered
☐ Private (Non-Profit) Administered
☐ Quasi Public-Private (Town/Non-Profit) Administered

4. Name of Main Street Director: (Please Print Clearly)

Title: _____

Signature: _____

Date: _____

5a. For Quasi-Public-Private Administered OR Private Non-Profit Administered Programs:

Name of Main Street Board Chair: (Please Print Clearly)

Signature of Board

Chair: _____

Date: _____

5b. For Public OR Quasi Public-Private Administered Programs:

Name of City/Town Manager: (Please Print Clearly)

Title: (Please Print) _____

Signature of City/Town Manager: _____

Retain a signed copy for your records, and return an original, signed copy of the entire document by mail or a scanned, signed copy of the entire document by email no later than June 29, 2018, to:

To: Naomi Riley,
Coordinator, Downtown Services
NC Main Street & Rural Planning Center
4346 Mail Service Center
Raleigh, NC 27699-4346

Naomi.riley@nccommerce.com



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2017

**Item: 8A
Public Hearing**

**SUBJECT: Public Hearing-Presentation of the proposed Town of Angier Annual
Operating Budget FY 2018-2019**

A Public Hearing regarding the proposed Town of Angier Annual Operating Budget Ordinance will be held as advertised.

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

Memorandum

Date: May 24, 2018

To: Mayor and Board of Commissioners

From: Michael McLaurin

Re: 2018-2019 Proposed Town Budget

I am pleased to present the proposed FY 2018-2019 Angier Town Budget for your consideration. This budget is the result of the staff's hard work and dedication to the town. I appreciate their assistance in working with me to help me understand their needs for the upcoming year. Special thanks to Vanessa Young for working closely with everyone to pull all of the financial pieces together.

As we know, the town is growing and will continue to grow. This growth presents a number of challenges while also presenting a number of opportunities. I am excited that the Mayor and Board recognize this growth and want to prepare for the current and future needs of the town.

I have often described a town budget as being a statement of town priorities and a written financial plan of how to address those them. Those priorities are the things that you would want in a great community. Examples include Infrastructure (Streets, Water/Sewer, Solid Waste), Public Safety, Cultural, Recreational, and Economic Development. A number of town departments such as Administration, Finance and Planning/Code Enforcement work to support those priorities.

In preparing this budget, I met with the department heads, reviewed studies and examined priorities identified by the elected board.

The recommended budget for FY 2018-2019

General Fund	\$3,561,495
Water/Sewer	\$2,443,907
Powell Bill	\$ 141,150
Total	\$6,146,552

The highlights of the FY 2018-2019 include:

- The .53 cents real/ property tax rate and \$5.00 vehicle fee will not change;
- Slight increases are proposed in water/sewer rates as defined in our rate study to help insure this service remains fiscally strong;
- Slight increase in solid waste/recycle fees to help capture the true of providing the service.
- Recreation fees adjustments are proposed.

Other highlights include:

- 4% Cost of Living Salary Adjustment
- Adopt a policy to contribute an amount equal to 5% to employees' 401/457 plan as administered through the State. This funding is currently required by state law for all police officers. The town currently funds at 5% for employees but on match basis. Adopting this policy will provide equality for all town employees.
- Change Public Liability and Worker's Comp to the League of Municipalities at a lower cost. This change will also allow the Town to qualify for grant funding to address safety needs.
- Fund a speed trailer with data recording capabilities that will allow the Police Department to track traffic flow and speeds and develop data driven strategies to address speeding issues.
- Purchase Police SUV and Public Works truck as part of vehicle replacement.
- Implement a body camera system for Police Officers.
- Fund architect to options for relocating the Police Department and address Town Hall space needs. Some Public Works facility renovations to better protect the equipment.
- Renovate restrooms at the concession stand near Fields 2 and 3.
- Address erosion around the pond through the construction of a wall.
- Add 2nd full time person at the Library and reduce part-time and book budget request to fund the additional full time position.
- Provide training funds for the Planning Board
- Add a part-time employee to serve as a Code Enforcement/Planning Technician
- Replace heating/ air unit and duct work at the Depot
- Reestablish the Small Town Main Street Program

Memorandum to the Mayor and Board
2018-2019 Proposed Budget
Page 3

The Board has scheduled a public hearing on the proposed budget for June 5, 2018. Following the public hearing the board may approve the budget or schedule more budget deliberations. The budget will need to be approved by June 30th.

I hope that you will find the proposed budget as a reasonable plan for continuing to move the town forward. Thank you for the trust that you place in the staff and I as we serve you and the community.

TOWN OF ANGLIER REVENUE WORKSHEET REPORT

Account Number	Actual	Previous Year Budget	Original Budget	Current Budget	Revenue To Date	% Spent	Estimated Entire Year	Estimated Next Year	Council Approved
GENERAL FUND									
10-3001-0000									
		TAX PENALTIES & INTEREST							
	5,032.97	6,000.00	4,500.00	4,500.00	3,094.89	68.77	4,500.00	4,500.00	
10-3001-0003									
		PRIVILEGE LICENSES							
	325.00	197.00	0.00	0.00	205.00	0.00	0.00	0.00	
10-3001-0004									
		VEHICLE LICENSES							
	19,858.28	16,300.00	14,000.00	14,000.00	14,654.17	104.67	14,500.00	14,000.00	
10-3001-0005									
		FRANCHISE TAX VIDEO PROGRAMMING							
	41,157.76	50,000.00	45,000.00	45,000.00	20,171.87	44.82	40,000.00	40,000.00	
10-3001-0006									
		FRANCHISE TAX TELECOMMUNICATION SVS							
	21,647.63	18,000.00	22,000.00	22,000.00	10,139.90	46.09	19,000.00	19,000.00	
10-3001-0007									
		FRANCHISE TAX PIPED NATURAL GAS							
	416.68	150.00	150.00	150.00	98.42	65.61	250.00	250.00	
10-3001-0008									
		FRANCHISE TAX ELECTRIC POWER							
	208,505.08	200,000.00	200,000.00	200,000.00	102,712.54	51.35	200,000.00	200,000.00	
10-3001-0010									
		BEER & WINE TAX							
	22,524.83	22,525.00	17,500.00	17,500.00	0.00	0.00	22,000.00	22,000.00	
10-3001-0011									
		ABC REVENUE							
	46,323.97	40,000.00	40,000.00	40,000.00	1,948.30	4.87	50,000.00	50,000.00	
10-3001-0012									
		PAYMENT IN LIEU OF TAXES							
	8,012.80	8,000.00	8,000.00	8,000.00	8,012.80	100.16	8,000.00	8,000.00	
10-3001-0013									
		SOLID WASTE DISPOSAL TAX							
	3,314.97	2,500.00	2,500.00	2,500.00	1,788.70	71.54	2,500.00	2,500.00	
10-3001-0014									
		MANUFACTURED HOME COMPLIANCE INSPECTIONS							
	1,777.00	1,500.00	1,500.00	1,800.00	1,827.00	101.50	1,750.00	1,750.00	
10-3001-0016									
		MOTOR FUEL TAX REFUND							
	9,832.87	9,500.00	9,000.00	9,000.00	8,366.44	92.96	9,000.00	9,000.00	
10-3001-0017									
		BUILDING PERMITS							
	53,149.50	50,000.00	50,000.00	60,000.00	72,941.50	121.56	75,000.00	75,000.00	
10-3001-0018									
		LAW ENFORCEMENT MISCELLANEOUS REVENUE							
	41.00	250.00	100.00	100.00	5.00	5.00	25.00	100.00	
10-3001-0019									
		MAGISTRATE / OFFICER FEES							
	970.04	500.00	900.00	900.00	539.00	59.88	750.00	900.00	

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10-3001-0020		GARBAGE FEE							
	250,243.09	230,000.00	230,000.00	230,000.00	209,351.36	91.02	250,000.00	250,000.00	
10-3001-0021		CIVIL CITATIONS							
	415.00	250.00	500.00	6,500.00	6,764.42	104.06	6,764.00	500.00	
10-3001-0022		RECYCLING FEES							
	85,107.75	80,000.00	80,000.00	80,000.00	71,953.60	89.94	86,000.00	86,000.00	
10-3001-0023		PLANNING FEES & PERMITS							
	9,646.00	8,500.00	7,500.00	7,500.00	11,375.00	151.66	12,000.00	6,000.00	
10-3001-0024		INTEREST ON INVESTMENTS							
	5,894.71	4,000.00	2,500.00	8,500.00	15,622.37	183.79	16,000.00	16,000.00	
10-3001-0025		ARTS COUNCIL GRANT FROM HARNETT COUNTY							
	0.00	0.00	0.00	5,000.00	5,000.00	100.00	5,000.00	5,000.00	
10-3001-0027		INSUFFICIENT FUNDS FEES							
	1,272.00	1,500.00	1,000.00	1,000.00	1,190.00	119.00	1,200.00	1,000.00	
10-3001-0028		SALE OF ASSETS							
	108.00	3,500.00	0.00	270,000.00	269,953.97	99.98	0.00	0.00	
10-3001-0029		MISCELLANEOUS REVENUE							
	1,740.24	500.00	500.00	500.00	814.44	162.88	850.00	500.00	
10-3001-0031		INSURANCE REFUNDS							
	9,230.94	9,200.00	0.00	11,096.00	11,096.43	100.00	11,096.00	0.00	
10-3001-0032		NC DEPARTMENT OF COMMERCE GRANT							
	94,340.00	94,340.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-3001-0035		FUND BALANCE APPROPRIATED							
	0.00	319,121.00	246,082.00	26,580.00	0.00	0.00	0.00	77,539.00	
10-3001-0036		SALES TAX (ARTICLE 39)							
	181,478.05	175,000.00	175,000.00	175,000.00	115,669.73	66.09	185,000.00	185,000.00	
10-3001-0037		SALES TAX (ARTICLE 40)							
	176,992.13	160,000.00	170,000.00	170,000.00	105,674.38	62.16	180,000.00	180,000.00	
10-3001-0038		SALES TAX (ARTICLE 42)							
	108,962.54	90,000.00	90,000.00	90,000.00	62,208.82	69.12	100,000.00	100,000.00	
10-3001-0039		SALES TAX (ARTICLE 44)							
	85,885.67	65,050.00	50,000.00	50,000.00	52,318.81	104.63	75,000.00	75,000.00	

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10-3001-0040	SALES TAX (HOLD HARMLESS)								
200,201.14	185,000.00	185,000.00	185,000.00	118,756.43	64.19	200,000.00	200,000.00		
10-3001-0043	CODE ENFORCEMENT FEES								
95.00	0.00	0.00	0.00	930.00	0.00	930.00	0.00		
10-3001-2005	2005 TAX REVENUE								
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
10-3001-2006	20 6 TAX REVENUE								
43.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
10-3001-2007	2007 TAX REVENUE								
7.58	0.00	0.00	0.00	10.09	0.00	10.00	0.00		
10-3001-2008	2008 TAX REVENUE								
0.00	0.00	0.00	0.00	88.99	0.00	89.00	0.00		
10-3001-2009	2009 TAX REVENUE								
67.26	0.00	0.00	0.00	5.74	0.00	6.00	0.00		
10-3001-2010	2010 TAX REVENUE								
64.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
10-3001-2011	2011 TAX REVENUE								
174.62	0.00	0.00	0.00	0.42	0.00	0.00	0.00		
10-3001-2012	2012 TAX REVENUE								
151.59	0.00	0.00	0.00	144.09	0.00	145.00	0.00		
10-3001-2013	2013 TAX REVENUE								
1,232.36	0.00	0.00	0.00	182.10	0.00	183.00	0.00		
10-3001-2014	2014 TAX REVENUE								
1,712.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
10-3001-2015	2015 TAX REVENUE								
3,588.95	10,000.00	0.00	0.00	547.82	0.00	550.00	0.00		
10-3001-2016	2016 TAX REVENUE								
1,584,798.69	1,564,141.00	2,500.00	2,500.00	823.02	32.92	824.00	0.00		
10-3001-2017	2017 TAX REVENUE								
0.00	0.00	1,669,663.00	1,669,663.00	1,645,907.84	98.57	1,646,000.00	2,500.00		
10-3001-2018	2018 TAX REVENUE								
0.00	0.00	0.00	0.00	59.91	0.00	0.00	1,699,156.00		

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10-3002-0000	DMV TAX COLLECTION 195,233.44	165,000.00	165,000.00	165,000.00	144,670.53	87.67	165,000.00	165,000.00	
10-3006-0002	CIVIL VIOLATION FEES 0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-3006-0003	UNAUTHORIZED SUBSTANCE ABUSE TAX 1,271.09	0.00	0.00	0.00	76.35	0.00	76.00	0.00	
10-3006-0007	ABC REVENUE - POLICE 4,203.00	2,000.00	2,000.00	2,000.00	0.00	0.00	2,000.00	2,000.00	
10-3006-0008	DONATIONS - POLICE 110.00	0.00	0.00	0.00	200.00	0.00	200.00	0.00	
10-3006-0009	DONATIONS - DEPOT 0.00	0.00	0.00	39,000.00	39,262.74	100.67	39,262.00	0.00	
10-3007-0001	LIBRARY REVENUES 7,055.71	9,000.00	8,000.00	8,000.00	5,265.28	65.81	5,500.00	6,400.00	
10-3007-0002	LIBRARY DONATIONS 0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-3007-0007	ABC REVENUE - LIBRARY 5,593.00	4,500.00	4,500.00	4,500.00	0.00	0.00	4,500.00	4,500.00	
10-3008-0001	HARNETT COUNTY RECREATION REVENUE 7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	100.00	7,000.00	7,000.00	
10-3008-0002	LATE FEES/RECREATION 930.00	800.00	900.00	900.00	820.00	91.11	900.00	900.00	
10-3008-0003	DONATIONS-RECREATION 0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-3008-0004	CHEERLEADING 1,020.00	1,300.00	1,000.00	1,500.00	1,535.00	102.33	1,535.00	1,500.00	
10-3008-0016	LITTLE LEAGUE 18,945.00	18,000.00	18,000.00	18,000.00	17,240.00	95.77	17,240.00	18,000.00	
10-3008-0018	BASKETBALL 8,585.00	7,500.00	7,500.00	8,000.00	8,085.00	101.06	8,085.00	8,000.00	
10-3008-0019	FOOTBALL 3,200.00	2,500.00	2,500.00	3,100.00	3,165.00	102.09	3,165.00	3,000.00	

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10-3008-0020									
	10,445.00	7,500.00	8,000.00	8,000.00	8,170.00	102.12	8,170.00	8,000.00	
10-3010-0002									
	9,350.00	6,000.00	6,000.00	6,000.00	7,135.00	118.91	7,135.00	6,000.00	
10-3011-0002									
	28,564.80	30,000.00	64,000.00	64,000.00	0.00	0.00	0.00	0.00	
GENERAL FUND GRAND TOTAL :									
	3,547,849.93	3,686,624.00	3,619,795.00	3,749,289.00	3,195,580.21	85.23	3,494,690.00	3,561,495.00	
REPORT GRAND TOTAL :									
	3,547,849.93	3,686,624.00	3,619,795.00	3,749,289.00	3,195,580.21	85.23	3,494,690.00	3,561,495.00	

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Account Number	Previous Year Actual	Budget	Original Budget	Current Budget	Expended/ Encumbered	% Spent	Est Annual Expense	Dept Request	Manager Recommend	Council Approved
FUND (10) - GENERAL FUND										
(9004) - ADMINISTRATION										
10-9004-0001	ELECTED OFFICIALS									
	24,935.00	24,935.00	25,683.00	25,683.00	12,023.20	46.81	25,683.00	26,711.00	26,711.00	
	<div> <div>Mayor.....\$ 6,251</div> <div>Commissioners @ \$5,114.98/year..... 20,460</div> </div>									
10-9004-0002	SALARIES-FULL-TIME									
	205,803.90	206,873.00	216,628.00	219,628.00	166,492.45	75.80	219,628.00	218,037.00	218,037.00	
10-9004-0003	SUPPLEMENTAL RETIREMENT									
	7,188.41	10,344.00	10,832.00	10,832.00	4,828.21	44.57	10,832.00	10,902.00	10,902.00	
10-9004-0004	PROFESSIONAL FEES									
	190,345.22	190,000.00	150,000.00	165,000.00	44,295.88	26.84	165,000.00	75,000.00	110,000.00	
	<div> <div>Audit Contract</div> <div>Town Attorney</div> <div>Architect to prepare feasibility study for replacement of Town Hall and Police Dept.</div> <div>Any additional professional fees</div> </div>									
10-9004-0005	FICA									
	22,510.38	22,670.00	23,728.00	23,728.00	17,631.40	74.30	23,728.00	23,412.00	25,000.00	
10-9004-0006	GROUP INSURANCE									
	25,526.34	26,016.00	27,906.00	27,906.00	18,651.22	66.83	27,906.00	28,026.00	28,026.00	
10-9004-0007	RETIREMENT									
	14,886.06	15,000.00	16,248.00	16,248.00	12,227.04	75.25	16,248.00	16,898.00	16,898.00	
10-9004-0008	BAD DEBT-GARBAGE									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-9004-0009	TRAVEL & MEALS									
	6,280.09	10,000.00	10,000.00	10,000.00	9,333.86	93.33	10,000.00	12,500.00	12,500.00	
	Town Manager travel allowance \$400/month.....\$ 4,800									
10-9004-0010	TRAINING & MEETINGS									
	7,122.32	12,000.00	12,000.00	12,000.00	5,786.23	48.21	12,000.00	12,000.00	12,000.00	

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10-9004-0053	50,005.00	50,000.00	50,000.00	50,000.00	46,155.00	92.31	50,000.00	55,000.00	30,000.00	
	NC League of Municipalities									
10-9004-0054	65,594.00	70,000.00	70,000.00	70,000.00	56,062.00	80.08	70,000.00	70,000.00	55,000.00	
	NC League of Municipalities									
10-9004-0055										
	SAFETY/WELLNESS PROGRAM									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-9004-0057										
	MISCELLANEOUS									
	1,595.49	1,000.00	2,500.00	2,500.00	1,860.37	74.41	2,500.00	1,500.00	1,500.00	
10-9004-0062										
	SPECIAL EVENTS									
	889.16	5,000.00	5,000.00	5,000.00	0.00	0.00	5,000.00	5,000.00	0.00	
10-9004-0063										
	NON-PROFIT DONATIONS									
	1,488.85	5,000.00	0.00	0.00	30.82	0.00	0.00	1,000.00	1,000.00	
	Angier Food Pantry \$1,000 per year									
10-9004-0074										
	CAPITAL OUTLAY									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-9004-0075										
	LEASE AGREEMENTS									
	3,956.97	4,107.00	5,000.00	5,000.00	3,941.48	78.82	5,000.00	4,500.00	4,500.00	
	Ontario Investments (L1835 expires 02-01-2019)									
	5 computers @ \$160.80/month.....\$ 1,930									
	Ontario Investments (L1856 expires 08-01-2019)									
	Clerk's laptop @ \$31.34/month..... 377									
	Ontario Investments (L1927 expires 11/01/2018)									
	laptop @ \$30.82/month..... 370									
	Systel copier @ \$230/month..... 2,760									
10-9004-0100										
	TAX COMMISSIONS									
	21,994.94	20,000.00	20,000.00	20,000.00	19,786.41	98.93	20,000.00	25,000.00	25,000.00	
	Harnett County charges 1% to collect taxes on real property									
	Wake County charges 2% to collect taxes on real property									

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10-9004-9999	62,843.74	64,530.00	67,900.00	67,900.00	56,046.95	82.54	67,900.00	61,290.00	80,000.00	
SALARIES-PART TIME										
DEPT TOTAL (9004) - ADMINISTRATION	983,092.53	1,022,607.00	870,275.00	921,275.00	610,938.41	66.31	921,275.00	816,148.00	837,546.00	

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(9005) - STREET & SANITATION DEPARTMENT										
10-9005-0002	SALARIES-FULL TIME									
	38,667.05	47,952.00	48,051.00	44,051.00	30,917.49	70.18	44,051.00	42,153.00	42,153.00	
10-9005-0003	SUPPLEMENTAL RETIREMENT									
	1,748.33	2,398.00	2,453.00	2,453.00	1,484.04	60.49	2,453.00	2,108.00	2,108.00	
10-9005-0005	FICA									
	2,872.13	3,668.00	3,753.00	3,753.00	2,271.35	60.52	3,753.00	3,230.00	3,230.00	
10-9005-0006	GROUP INSURANCE									
	6,859.30	8,512.00	9,160.00	9,160.00	4,950.83	54.04	9,160.00	6,894.00	6,894.00	
10-9005-0007	RETIREMENT									
	2,844.30	3,477.00	3,679.00	3,679.00	2,318.86	63.02	3,679.00	3,270.00	3,270.00	
10-9005-0008	BAD DEBT-GARBAGE									
	101.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-9005-0011	TELEPHONE									
	318.27	500.00	500.00	500.00	0.00	0.00	500.00	500.00	500.00	
10-9005-0013	UTILITIES									
	148,163.97	150,000.00	145,000.00	145,000.00	122,325.19	84.36	145,000.00	145,000.00	145,000.00	
10-9005-0015	BUILDING MAINTENANCE									
	1,793.00	2,500.00	2,500.00	2,500.00	1,423.72	56.94	2,500.00	2,500.00	2,500.00	
10-9005-0016	EQUIPMENT MAINTENANCE									
	10,137.74	9,500.00	10,000.00	10,000.00	10,266.34	102.66	10,000.00	15,000.00	15,000.00	
10-9005-0017	VEHICLE MAINTENANCE									
	16,907.15	17,000.00	17,000.00	17,000.00	13,175.82	77.50	17,000.00	17,000.00	17,000.00	
10-9005-0019	RECYCLE EXPENSES									
	95,782.44	96,000.00	98,000.00	98,000.00	84,996.60	86.73	98,000.00	101,000.00	101,000.00	
10-9005-0020	GARBAGE REMOVAL									
	238,895.08	240,000.00	250,000.00	250,000.00	208,611.14	83.44	250,000.00	250,000.00	250,000.00	
Waste Industries (Weekly curbside collection and recycling @ \$7.48 per service unit per month)										
Waste Industries contract expires June 30, 2021										
10-9005-0031	FUEL									
	15,543.65	15,000.00	15,000.00	15,000.00	13,929.44	92.86	15,000.00	18,000.00	18,000.00	

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10-9005-0033	MATERIALS & SUPPLIES									
	16,727.18	16,500.00	17,000.00	17,000.00	17,166.78	100.98	17,000.00	22,085.00	22,085.00	
10-9005-0036	UNIFORMS									
	3,821.26	3,825.00	3,500.00	3,500.00	3,714.31	106.12	3,500.00	3,500.00	3,500.00	
10-9005-0045	CONTRACT SERVICES									
	11,815.80	15,000.00	15,000.00	15,000.00	6,427.85	42.85	15,000.00	15,000.00	15,000.00	
10-9005-0057	Harnett County Landfill									
	MISCELLANEOUS									
	635.00	500.00	750.00	750.00	160.00	21.33	750.00	750.00	750.00	
10-9005-0058	RIGHT OF WAY EASEMENTS									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-9005-0059	LANDSCAPING									
	17,631.68	27,500.00	10,000.00	10,000.00	3,304.04	33.04	10,000.00	10,000.00	10,000.00	
10-9005-0072	OTHER IMPROVEMENTS									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-9005-0073	DECORATIONS/BANNERS									
	6,297.87	6,600.00	5,000.00	5,000.00	5,478.04	109.56	5,000.00	9,500.00	9,500.00	
10-9005-0074	Christmas decorations, banners, flags, lift rentals									
	CAPITAL OUTLAY									
	62,759.13	65,000.00	0.00	100.00	700.00	700.00	0.00	0.00	0.00	
10-9005-9999	SALARIES-PART TIME									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
DEPT TOTAL (9005) - STREET & SANITATION DEPARTMENT										
	700,322.24	731,433.00	657,346.00	652,446.00	533,621.84	81.78	652,346.00	867,490.00	867,490.00	

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Account Number	Previous Actual	Year Budget	Original Budget	Current Budget	Expended/Encumbered	% Spent	Est Annual Expense	Dept Request	Manager Recommend	Council Approved
(9006) - POLICE DEPARTMENT										
10-9006-0002	SALARIES-FULL TIME									
	595,464.71	612,854.00	610,014.00	610,014.00	484,953.20	79.49	610,014.00	638,247.00	638,247.00	
10-9006-0003	SUPPLEMENTAL RETIREMENT									
	29,770.64	30,643.00	30,501.00	30,501.00	24,096.81	79.00	30,501.00	31,913.00	31,913.00	
10-9006-0005	FICA									
	48,288.61	51,856.00	50,109.00	50,109.00	39,098.01	78.02	50,109.00	52,269.00	52,269.00	
10-9006-0006	GROUP INSURANCE									
	83,718.90	89,376.00	96,180.00	96,180.00	67,357.41	70.03	96,180.00	96,516.00	96,516.00	
10-9006-0007	RETIREMENT									
	47,889.85	49,030.00	50,327.00	50,577.00	40,511.45	80.09	50,577.00	54,251.00	54,251.00	
10-9006-0009	TRAVEL & MEALS									
	80.87	500.00	500.00	500.00	0.00	0.00	500.00	500.00	500.00	
10-9006-0010	TRAINING & MEETINGS									
	5,865.70	5,000.00	6,500.00	6,500.00	7,182.03	110.49	6,500.00	10,000.00	10,000.00	
10-9006-0011	TELEPHONE									
	11,103.65	12,000.00	12,000.00	12,000.00	8,786.50	73.22	12,000.00	12,000.00	12,000.00	
10-9006-0013	LAW ENFORCEMENT SEPERATION ALL									
	3,000.00	3,000.00	3,000.00	3,000.00	0.00	0.00	3,000.00	3,000.00	3,000.00	
<p>On and after January 1, 1987, every sworn law enforcement as defined by G.S. 128-21(11c) or G.S. 143-166.50(a)(3) employed by a local government employer who qualifies under this section shall receive, beginning in the month in which the officer retires on a basic service retirement under the provisions of G.S. 128-279(a), on annual separation allowance equal to eighty-five hundredths percent (0.85%) of the annual equivalent of the base rate of compensation most recently applicable to the officer for each year of creditable service. The allowance shall be paid in equal installments on the payroll frequency used by the employer. Payment to a retired officer under the provisions of this section shall cease at the first of the death of the officer, the last of the month in which the officer attains 62 years of age or the first day of re-employment by a local government employer in any capacity.</p>										
10-9006-0015	BUILDING MAINTENANCE									
	323.50	1,000.00	1,000.00	1,000.00	46.50	4.65	1,000.00	1,000.00	1,000.00	

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10-9006-0056	DRUG BUY MONEY									
	1,500.00	4,000.00	4,000.00	4,000.00	600.00	15.00	4,000.00	4,000.00	4,000.00	
10-9006-0060	PSYCHOLOGICAL									
	715.00	500.00	1,000.00	1,000.00	0.00	0.00	1,000.00	1,000.00	1,000.00	
10-9006-0074	CAPITAL OUTLAY									
	0.00	25,000.00	67,500.00	67,500.00	61,760.42	91.49	67,500.00	152,685.00	63,800.00	
10-9006-0075	Radar speed trailer w/recording device.....\$ 6,000									
	SUV..... 40,000									
	In-car/body camera technology (This will be restricted funds)..... 20,000									
	LEASE AGREEMENTS									
	8,383.98	8,392.00	7,547.00	7,547.00	6,759.18	89.56	7,547.00	7,547.00	7,547.00	
10-9006-9999	Ontario Investments (L1879 expires 01/01/2020)									
	(14 laptop computers)@ \$394.60/month.....\$ 4,736									
	Ontario Investments (L1835 expires 02/01/2019) Police Chief's									
	laptop @ \$45.32/month & 3 squad room computers..... 1,702									
	Ontario Investments (L1812 expires 08/01/2018) (3 desktops for 2									
	lieutenants and a detective) @ \$92.39/month..... 1,109									
SALARIES-PART-TIME										
	42,286.07	43,100.00	45,000.00	48,000.00	33,915.00	70.65	48,000.00	45,000.00	45,000.00	
DEPT TOTAL (9006) - POLICE DEPARTMENT										
	984,411.32	1,050,316.00	1,094,428.00	1,110,678.00	872,308.92	78.53	1,110,678.00	1,235,178.00	1,156,543.00	

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(9007) - LIBRARY										
10-9007-0002	SALARIES-FULLTIME									
	65,876.88	66,485.00	58,132.00	64,132.00	50,682.30	79.02	64,132.00	65,985.00	93,845.00	
10-9007-0003	SUPPLEMENTAL RETIREMENT									
	1,215.09	3,305.00	2,907.00	2,907.00	0.00	0.00	2,907.00	3,300.00	4,692.00	
10-9007-0005	FICA									
	5,641.38	6,748.00	6,138.00	6,138.00	4,638.84	75.57	6,138.00	6,743.00	8,415.00	
10-9007-0006	GROUP INSURANCE									
	11,322.77	12,768.00	13,740.00	13,740.00	9,451.19	68.78	13,740.00	13,788.00	20,682.00	
10-9007-0007	RETIREMENT									
	4,816.21	4,794.00	4,360.00	4,860.00	3,801.17	78.21	4,860.00	5,114.00	7,273.00	
10-9007-0008	SPECIAL EVENTS									
	2,318.77	3,500.00	3,500.00	3,500.00	1,952.80	55.79	3,500.00	3,500.00	3,500.00	
Summer Reading Programs										
Halloween										
Library Board and Friends Christmas Party										
10-9007-0009	TRAVEL & MEALS									
	0.00	500.00	500.00	500.00	0.00	0.00	500.00	500.00	500.00	
10-9007-0011	TELEPHONE									
	614.09	1,000.00	1,000.00	1,000.00	377.58	37.75	1,000.00	1,000.00	1,000.00	
10-9007-0013	UTILITIES									
	6,414.64	9,000.00	9,000.00	9,000.00	5,509.15	61.21	9,000.00	9,000.00	9,000.00	
10-9007-0015	BUILDING MAINTENANCE									
	2,198.45	2,500.00	2,500.00	8,000.00	5,546.50	69.33	8,000.00	8,000.00	8,000.00	
Replace carpet.....							\$ 5,000			
10-9007-0033	MATERIALS & SUPPLIES									
	2,320.73	3,500.00	3,500.00	3,500.00	585.43	16.72	3,500.00	3,500.00	3,500.00	
10-9007-0045	CONTRACT SERVICES									
	1,710.34	2,000.00	2,000.00	2,000.00	1,197.40	59.87	2,000.00	2,000.00	2,000.00	
Alasco @ \$16.41/week.....							\$ 854			
Movie Licensing (annual).....							300			
United Pest Management.....							355			

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10-9007-0057	MISCELLANEOUS									
	238.84	500.00	500.00	500.00	75.00	15.00	500.00	500.00	500.00	
10-9007-0073	LEASE AGREEMENTS									
	1,430.00	1,500.00	1,500.00	1,500.00	1,365.02	91.00	1,500.00	1,500.00	1,500.00	
	System \$110/month for copier.....\$ 1,320									
10-9007-0074	CAPITAL OUTLAY									
	0.00	0.00	0.00	5,000.00	4,055.00	81.10	5,000.00	5,000.00	0.00	
10-9007-0075	BOOKS / VIDEOS									
	23,084.39	20,000.00	20,000.00	20,000.00	17,897.63	89.48	20,000.00	25,000.00	20,000.00	
10-9007-9999	SALARIES / PART-TIME									
	12,140.08	22,200.00	22,100.00	22,100.00	13,475.13	60.97	22,100.00	22,150.00	16,000.00	
DEPT TOTAL (9007) - LIBRARY										
	141,352.66	160,300.00	151,377.00	168,377.00	120,610.34	71.63	168,377.00	176,580.00	200,407.00	

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(9008) - PARKS & RECREATION										
10-9008-0002	SALARIES-FULL-TIME									
	110,476.10	110,461.00	113,434.00	113,934.00	92,529.69	81.21	113,934.00	118,008.00	118,008.00	
10-9008-0003	SUPPLEMENTAL RETIREMENT									
	5,434.20	5,505.00	5,672.00	5,872.00	4,546.58	77.42	5,872.00	5,901.00	5,901.00	
10-9008-0004	PROFESSIONAL SERVICES									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-9008-0005	FICA									
	8,383.09	8,651.00	8,908.00	8,908.00	7,021.72	78.82	8,908.00	9,258.00	9,258.00	
10-9008-0006	GROUP INSURANCE									
	18,568.92	19,152.00	20,610.00	20,610.00	14,639.37	71.03	20,610.00	20,682.00	20,682.00	
10-9008-0007	RETIREMENT									
	7,997.50	7,982.00	8,508.00	8,608.00	6,939.76	80.61	8,608.00	9,146.00	9,146.00	
10-9008-0010	TRAINING & MEETINGS									
	0.00	200.00	200.00	200.00	0.00	0.00	200.00	200.00	200.00	
10-9008-0011	TELEPHONE									
	2,896.58	2,000.00	3,500.00	3,500.00	2,605.53	74.44	3,500.00	3,500.00	3,500.00	
10-9008-0013	UTILITIES									
	22,858.73	23,000.00	23,000.00	23,000.00	15,789.09	68.64	23,000.00	23,000.00	24,200.00	
10-9008-0014	TRAVEL & MEALS									
	68.76	500.00	500.00	500.00	64.84	12.96	500.00	500.00	500.00	
10-9008-0015	BUILDING MAINTENANCE									
	1,159.22	5,000.00	5,000.00	5,000.00	367.05	7.34	5,000.00	5,000.00	5,000.00	
10-9008-0016	EQUIPMENT MAINTENANCE									
	1,872.82	4,000.00	4,000.00	4,000.00	1,022.57	25.56	4,000.00	4,000.00	4,000.00	
10-9008-0018	PARK MAINTENANCE									
	6,695.47	10,000.00	25,000.00	25,000.00	2,560.50	10.24	25,000.00	27,000.00	45,000.00	
Renovate restrooms at concession stand between Field 2 and Field 3 Wall around pond (Estimate \$45,000)										
10-9008-0031	FUEL									
	1,293.78	3,000.00	3,000.00	3,000.00	1,151.49	38.38	3,000.00	3,000.00	3,000.00	

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10-9008-0033	MATERIALS & SUPPLIES									
	7,859.71	10,062.00	10,000.00	10,000.00	4,040.24	40.40	10,000.00	10,000.00	10,000.00	
10-9008-0036	UNIFORMS & ACCESSORIES									
	7,360.69	7,000.00	7,000.00	7,000.00	3,397.93	48.54	7,000.00	7,000.00	7,000.00	
10-9008-0045	CONTRACT SERVICES									
	34,988.24	35,253.00	35,000.00	35,000.00	23,991.80	68.54	35,000.00	35,000.00	35,000.00	
	<div style="border: 1px solid black; padding: 5px;"> Waste Industries @ \$170/month.....\$ 2,040 RC Accounting (Officials)..... 20,000 RC Accounting @ \$400/qtr..... 1,600 United Pest Control..... 365 Stay Clean Portolets..... 1,200 Triangle Pond Management Service Contract @ \$1,737/qtr..... 6,948 </div>									
10-9008-0053	DUES & SUBSCRIPTIONS									
	170.00	300.00	300.00	300.00	0.00	0.00	300.00	300.00	300.00	
10-9008-0055	SPECIAL APPROPRIATIONS									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-9008-0057	MISCELLANEOUS									
	0.00	500.00	500.00	500.00	0.00	0.00	0.00	500.00	500.00	
10-9008-0074	CAPITAL OUTLAY									
	26,793.00	44,500.00	225,000.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-9008-0075	LEASE AGREEMENTS									
	6,422.93	5,400.00	3,614.00	3,614.00	5,530.61	153.03	6,000.00	431.00	431.00	
	Ontario Investments {L1981 expires 4-1-22} @ \$35.87/month									
10-9008-0083	TROPHIES									
	2,260.91	3,500.00	3,500.00	3,500.00	2,176.35	62.18	3,500.00	3,500.00	3,500.00	
10-9008-0084	SENIOR CITIZENS									
	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	100.00	1,500.00	1,500.00	1,500.00	
10-9008-9999	SALARIES / PART-TIME									
	3,000.00	3,000.00	3,000.00	3,000.00	0.00	0.00	3,000.00	3,000.00	3,000.00	
DEPT TOTAL (9008) - PARKS & RECREATION										
	278,080.65	310,466.00	510,746.00	286,546.00	189,875.12	66.26	288,432.00	290,426.00	309,626.00	

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(9009) - PLANNING & ZONING										
10-9009-0002	37,496.45	37,516.00	38,529.00	39,679.00	32,010.69	80.67	39,679.00	42,518.00	42,518.00	
10-9009-0003										
	SALARIES-FULL-TIME									
	1,120.39	1,868.00	1,927.00	1,927.00	957.33	49.67	1,927.00	2,126.00	2,126.00	
10-9009-0005										
	SUPPLEMENTAL RETIREMENT									
	FICA									
	3,327.34	3,318.00	3,330.00	3,330.00	2,605.35	78.23	3,330.00	4,400.00	4,400.00	
10-9009-0006										
	GROUP INSURANCE									
	6,189.64	6,384.00	6,870.00	6,870.00	4,916.29	71.56	6,870.00	6,894.00	6,894.00	
10-9009-0007										
	RETIREMENT									
	2,714.27	2,710.00	2,886.00	2,986.00	2,400.78	80.40	2,986.00	3,296.00	3,296.00	
10-9009-0009										
	TRAVEL & MEALS									
	570.43	1,500.00	1,500.00	1,500.00	465.43	31.02	1,500.00	1,500.00	1,500.00	
10-9009-0010										
	TRAINING & MEETINGS									
	345.61	5,000.00	2,000.00	2,000.00	1,189.00	59.45	2,000.00	3,000.00	5,000.00	
10-9009-0011										
	Includes training for Planning Board members									
	TELEPHONE									
	635.99	750.00	750.00	750.00	531.17	70.82	750.00	750.00	750.00	
10-9009-0025										
	PRINTING & PUBLISHING									
	1,607.17	1,450.00	1,500.00	1,500.00	1,602.07	106.80	1,750.00	2,000.00	2,000.00	
10-9009-0033										
	MATERIALS & SUPPLIES									
	1,142.24	1,200.00	1,200.00	1,200.00	1,140.17	95.01	1,200.00	500.00	500.00	
10-9009-0034										
	NC SMALL TOWN MAIN STREET PROG									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	
10-9009-0045										
	CONTRACT SERVICES									
	39,520.00	39,520.00	40,000.00	40,000.00	39,520.00	98.80	40,000.00	40,000.00	40,000.00	
10-9009-0046										
	Harnett County Building Inspections {includes plan reviews & TRC mmeting} yearly cap.....\$ 28,000									
	Harnett County Fire Marshall..... 11,250									
	CODE ENFORCEMENT									
	920.00	1,000.00	2,000.00	2,000.00	1,060.00	53.00	2,000.00	2,000.00	2,000.00	

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10-9009-0047	DEMOLITION									
	0.00	0.00	0.00	4,300.00	3,325.80	77.33	3,325.00	0.00	0.00	
10-9009-0053	DUES & SUBSCRIPTIONS									
	2,474.00	2,545.00	3,000.00	3,000.00	2,483.00	82.76	3,000.00	2,600.00	2,600.00	
	Planning Board members (six @ \$315/year).....\$ 1,890 Planning Board chairman (\$360/year)..... 360 American Planning Association..... 200 NC Association of Zoning Official membership dues..... 100 NC Permitting Personnel membership dues..... 50									
10-9009-0074	CAPITAL OUTLAY									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10-9009-0075	LEASE AGREEMENTS									
	826.33	915.00	1,000.00	1,000.00	620.90	62.09	1,000.00	1,000.00	1,000.00	
	Ontario Investments (L1835 expires 2-1-2019) @ \$32.16/month.....\$ 386 Ontario Investments (L1825 expires 11-1-2018) @ \$32.04/month..... 385									
10-9009-9999	SALARIES / PART-TIME									
	5,997.88	6,304.00	5,000.00	5,000.00	2,046.77	40.93	2,047.00	15,000.00	15,000.00	
DEPT TOTAL (9009) - PLANNING & ZONING										
	104,887.74	111,980.00	111,492.00	117,042.00	96,874.55	82.76	113,364.00	127,584.00	149,584.00	

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(9010) - DEPOT										
10-9010-0007	TABLES & CHAIRS									
	0.00	1,500.00	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	1,500.00	
10-9010-0013	UTILITIES-ELECTRICITY									
	3,364.37	3,500.00	3,500.00	3,500.00	2,466.06	70.45	3,500.00	3,500.00	3,500.00	
10-9010-0014	UTILITIES - GAS									
	2,853.20	5,000.00	5,000.00	5,000.00	2,753.40	55.06	3,000.00	5,000.00	5,000.00	
10-9010-0015	BUILDING MAINTENANCE									
	3,319.08	4,750.00	5,000.00	7,500.00	6,041.00	80.54	7,500.00	56,000.00	56,000.00	
Replace two heating & air units (These are 13-15 years old).....\$ 37,000										
Replace duct work underneath building..... 14,000										
10-9010-0033	MATERIALS & SUPPLIES									
	1,549.65	1,750.00	2,000.00	2,000.00	800.62	40.03	2,000.00	2,000.00	2,000.00	
10-9010-0045	CONTRACT SERVICES									
	2,587.09	2,500.00	2,500.00	2,500.00	1,844.20	73.76	2,500.00	2,500.00	2,500.00	
AlSCO @ \$24.52/week.....\$ 1,276										
United Pest Control annual fee (includes termite control)..... 570										
BFPE (annual fire alarm system monitoring)..... 200										
10-9010-0057	MISCELLANEOUS									
	375.00	500.00	500.00	500.00	431.35	86.27	500.00	500.00	500.00	
10-9010-0059	BEAUTIFICATION PROJECTS									
	6,250.00	14,000.00	10,000.00	10,000.00	9,874.00	98.74	10,000.00	10,000.00	10,000.00	
10-9010-0060	CHRISTMAS PARADE & DECOR									
	1,500.00	2,500.00	2,500.00	2,500.00	1,550.00	62.00	2,500.00	2,500.00	2,500.00	
10-9010-0061	DEPOT EVENTS									
	0.00	0.00	0.00	5,000.00	0.00	0.00	5,000.00	5,000.00	5,000.00	
Depot Nights, Arts Council events and any events held at the Depot										
10-9010-0074	CAPITAL OUTLAY									
	26,797.58	30,000.00	0.00	28,000.00	26,980.70	96.35	0.00	0.00	0.00	
DEPT TOTAL (9010) - DEPOT										
	48,595.97	66,000.00	32,500.00	68,000.00	52,741.33	77.56	36,500.00	88,500.00	88,500.00	

05/23/18

14:51:51 (D)

TOWN OF ANGLIER

EXPENSE WORKSHEET REPORT

Month 10

Fiscal Year

2018

Page 18

Account Number	Actual	Previous Year Budget	Original Budget	Current Budget	Expended/Encumbered	% Spent	Est Annual Expense	Dept Request	Manager Recommend	Council Approved
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(9011) - DEBT SERVICE

10-9011-0001

INTEREST

25,231.73	26,222.00	22,000.00	22,000.00	22,000.00	21,101.64	95.91	22,000.00	16,328.00	16,129.00	
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First Citizens - Jack Marley Park

Maturity date 07/25/2022 (3.87%)

First Bank - Two Police Vehicles

Maturity date 07/08/2018 (3.00%)

4

10-9011-0002

PRINCIPAL

164,236.85	173,488.00	148,431.00	148,431.00	148,431.00	134,384.66	90.53	148,431.00	108,946.00	84,670.00	
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First Citizens - Jack Marley Park

Maturity date 07/25/2022

First Bank - Two Police Vehicles

Maturity date 07/08/2018 (3.00%)

1,336

DEPT TOTAL (9011) - DEBT SERVICE

189,468.58	199,710.00	170,431.00	170,431.00	170,431.00	155,486.30	91.23	170,431.00	125,274.00	100,799.00	
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14:51:51 (D)

EXPENSE WORKSHEET REPORT

Month	Year
10	2018

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EXPENSE WORKSHEET REPORT

[illegible]

EXPENSE WORKSHEET REPORT

Account Number	P r e v i o u s Actual	Y e a r Budget	O r i g i n a l Budget	C u r r e n t Budget	E x p e n d e d / Encumbered	% Spent	E s t A n n u a l Expense	D e p t Request	M a n a g e r Recommend	C o u n c i l Approved
(9999) - AUDIT/SPECIAL SECURITY										
10-9999-9999	AUDIT ACCOUNT									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
DEPT TOTAL (9999) - AUDIT/SPECIAL SECURITY										
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
FUND TOTAL (10) - GENERAL FUND										
	3,441,622.00	3,691,604.00	3,598,595.00	3,494,795.00	2,632,456.81	75.32	3,461,403.00	3,527,180.00	3,561,495.00	
REPORT TOTAL:	3,441,622.00	3,691,604.00	3,598,595.00	3,494,795.00	2,632,456.81	75.32	3,461,403.00	3,527,180.00	3,561,495.00	



THE TOWN OF
Angier
NORTH CAROLINA

Rate and Fee Schedule
For the Fiscal Year June 30, 2019

Property Tax Rate:

Per \$100 of valuation	\$ 0.53
Vehicle Fees	\$ 5.00

Recreation Fees:

In Town Residents	\$30.00
Out of Town Residents	\$60.00
Late Registration Fee	\$10.00

Depot Rental:

	<u>In Town Residents</u>	<u>Out of Town Residents</u>
Depot Rental	\$200.00	\$300.00
Depot Deposit	\$200.00	\$200.00

Note: Civic and non-profit organizations receive a 25% discount on Depot rental.

Animal Control Fees:

First Offense – Warning	No Fee
Second Offense – Civil Summons	\$75.00
Third Offense – Civil Summons	\$150.00
Fourth Offense – Civil Summons	\$350.00
Fifth Offense & Above – Civil Summons	\$500.00

Miscellaneous Fees:

Copies	\$ 0.25 per page
Returned Check Fee	\$25.00
Online Return Processing Fee	\$ 4.00
Police Reports	\$ 5.00

Planning Service Fees**Board-related Fees**

(related costs include but are not limited to advertising fees and postage)

Annexation Requests	\$250.00 plus advertising costs
Rezoning	\$400.00 plus any related costs
Special Use	\$500.00 plus any related costs
Variance	\$400.00 plus any related costs
Ordinance Text Amendment	\$400.00 plus any related costs
Street renaming (buying new road signs and County 911 re-addressing)	\$400.00 plus any related costs

Copies of Maps	\$10 for 11"x 17"
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Planning Service Fees

Zoning Verification Letter	\$40.00
Land Use Permit	\$35.00
Sign Permit	\$35.00 (each sign)
Exempt or Recombination Subdivision Review	\$50.00
Minor Subdivision Review	\$200.00
Major Subdivision - Preliminary Review	\$400.00 plus \$10 per lot
Construction Plat Review	\$300.00
Major Subdivision - Final Plat Review	\$200.00
Site Plan Review	\$400.00
Storm Drainage Review	\$350.00
Revised Site Plan Review (Existing Site)	\$ 75.00
Site Plan Renewal	\$100.00
Site Plan Revision	\$100.00
Wireless Communication Facility Application	\$1,000.00
Small Cell Antenna Application	\$100.00
Alternate Design Review (May be Removed By Text Amendment on July 11)	\$400.00
Manufactured Home Park Compliance Inspection Fee	\$150.00 (plus \$7.00 per lot)
Manufactured Home Park Re-Inspection	\$50.00 per trip
Itinerant Merchants, Solicitors, Peddlers	\$20.00
Renewal or Reapplication Fee	\$10.00

Permit Fees for Residential Construction

New dwellings – single family, duplex & townhomes
(Includes all trades and attached structures)

Heated and Unheated

Up to 1,200 square feet	\$500.00 per dwelling
Over 1,200 square feet	\$500.00 plus \$0.25 per square foot over

1,200 square foot

Residential additions

(Sunrooms, bedrooms, etc.)

0 – 400 square feet

\$200.00 plus trades

Over 400 square feet

Same as new dwelling

Multi-family units, apartments

(Commercial Project rates)

Mobile Homes

\$150.00 plus trades

Modular Homes

\$250.00 plus trades

Moved House

\$250.00 plus trades

Residential Accessory Structures

(Decks, sheds, minor renovations, etc.)

0 – 400 square feet

\$50.00 plus trades

401 – 800 square feet

\$100.00 plus trades

801 – 1200 square feet

\$150.00 plus trades

1201 – 2000 square feet

\$200.00 plus trades

Over 2000 square feet

\$200.00 plus \$0.10 per square foot over
2000 square feet, plus trades

Permit fees for Commercial Construction

Fee for each trade is separate from the total cost of the project. (Commercial, industrial and multi-family)

Project Cost

Fee

Up to \$2,500

\$160.00

\$2,501 – 25,000

\$300.00

\$25,001 – 50,000

\$500.00

\$50,001 – 100,000

\$905.00

\$100,001 – 200,000

\$1,710.00

\$200,001 – 350,000

\$2,915.00

\$350,001 – 500,000

\$3,820.00

\$500,001 – 750,000

\$5,075.00

\$750,001 – 1,000,000

\$6,330.00

Project cost over \$1,000,000

\$6,330.00 plus \$0.002 of the amount
above \$1,000,000

Each T-Pole	\$60.00
Commercial modular unit any size	\$375.00 plus each trade

Trade Permit and Miscellaneous Fees

Permit Type	Description	Fee
Electrical Trade	Minimum	\$50.00
	200 Amp	\$60.00
	400 Amp	\$75.00
	TSP	\$35.00
	Conditional Power	\$50.00 (Commercial Only)
	Signs	\$35.00
Mechanical Trade	Minimum	\$50.00
	Gas Pack	\$60.00
	Heat Pump (each unit)	\$60.00
	Gas Piping / Tests	\$35.00
Plumbing Trade	Minimum	\$50.00
	2.5 Bath	\$60.00
	3 Bath	\$70.00
	4 Bath or greater	\$85.00
Homeowner Recovery Fund		\$10.00
Daycare and Group Home Annual Inspection		\$50.00
ABC Permit Inspection		\$50.00
Demolition permit (Commercial and Residential)		
	May require asbestos report	\$50.00
Re-inspection Fees:		
	1 through 7 violations	\$50.00
	8 or more violations	\$75.00

****Working without a permit, in violation with State Law, may result in a "Double the Fee" penalty****

Utility Connection

The fee structure for connecting onto the Town of Angier utility system may include any of the following charges:

Access Fees

Access fees allow the customer the opportunity to connect to the town's water / sewer system. These fees cover the administrative costs for inspection, design and regulatory requirements.

Size	Water Fee	Sewer Fee
¾" water and 4" sewer	\$732.00	\$799.00
1" water and 4" sewer	\$799.00	\$799.00
2" water and 4" sewer	\$1598.00	\$799.00

Access Fees - Paid by builder at time of issuance of building permit.

Acreage fees provide for the property's proportionate share of the costs of major water / sewer trunk lines previously installed to serve the vicinity.

Acreage Fees - Residential: Paid by developer prior to recording of final plat.

	Water Fee	Sewer Fee
Single family	\$512.00	\$732.00
Multi-family charged for number units	\$121.00 per unit	\$242.00 per unit

Acreage Fees – Commercial: *Paid by developer prior to recording of final plat.

Size	Water Fee	Sewer Fee
¾" tap	\$732.00	\$2,197.00
1" tap	\$1,464.00	\$4,396.00
1.5" tap	\$2,197.00	\$5,857.00
2" tap	\$2,197.00	\$6,589.00
3" tap	\$2,929.00	\$14,641.00
4" tap	\$4,393.00	\$21,962.00
6" tap	\$6,655.00	\$43,923.00

Capacity Fees:

Capacity fees are assessed on a one-time basis when a customer connects to the water system and/or sanitary sewer system. These fees pay for future capital improvements and capacity costs associated with the water supply storage, wastewater treatment plant and primary intercepting systems.

Capacity Fees – Residential (each dwelling unit) Paid by developer prior to recording of final plat

Water Fee	Sewer Fee
\$366.00	\$499.00

Capacity Fees – Commercial or Industrial (each metered unit) Paid by developer prior to recording of final plat

Water Fee	Sewer Fee
\$586.00	\$879.00

Irrigation Fees:

Size	Fee
1" tap	\$970.00 plus additional meter cost

Meter Charges:

Size	Fee
3/4" water meter	\$366.00
1" water meter	\$399.00
2" or larger water meter	Cost of meter and fees

Note: If road bore is required, it will be an additional \$500.00.

Water and Sewer

Water has a base allowance for the first 2,000 gallons and a variable rate for each additional 1,000 gallons. Sewer is assessed a flat rate and is metered at the first gallon of usage.

	Water/Base	Water/Variable	Sewer/Flat	Sewer Per 1,000
In Town Residents	\$19.80	\$3.45	\$16.00	\$ 5.80
Out of Town Residents	\$39.60	\$6.90	\$32.00	\$11.60

Water Deposits – The deposit is required for those residents who are not property owners. Residents should present a valid social security card. Deposits are refundable and will transfer from a location within the Town's jurisdiction to another location within the Town's jurisdiction. Once water service is terminated, the deposit will be applied to the resident's account balance and any credit balance will be refunded to the resident.

Water Deposit \$125.00

Water Service Fees – Service fees are not refundable.

Water service cut on/transfer fee	\$35.00
Illegal cut on fee (Tampering Fee)	\$50.00
Late Fee	\$10.00
Disconnect Fee	\$35.00
Additional Disconnect Fees	See Delinquent Accounts Below

Trash Service Rates

Residential	\$ 9.60
Commercial	\$13.50
Recycle	\$ 4.00

Adjustment Policy:

Leak and break adjustments – all customers are allowed three (3) sewer adjustments in any one calendar year. You must provide the Town with a statement of repair from a plumber. In the event that the resident or landlord repairs the leak, a receipt showing the purchase of plumbing supplies and a statement from the individual who actually made the repair must be provided to the Town. **Hanging toilets are NOT eligible for adjustments.**

Delinquent Accounts:

Meters are read and bills are calculated on a monthly basis. Bills are mailed on the last working day of each month. Account balances are always due on the tenth (10th) day of the month of the month. There is a grace period, which allows bills to be paid on the twentieth (20th) day of the month without a late fee. If balances are unpaid after 5:00pm on the 20th day of the month, or the Monday after (if the 20th falls on a weekend), a \$10.00 late fee will be applied on each account. If the balance has not been paid by 5:00pm on the 25th of the month or the Monday after (if the 25th falls on a weekend), the following late/disconnect fees apply:

1 st Late Fee/Disconnection	\$35.00
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2 nd Late Fee/Disconnection	\$50.00
3 or more disconnections within a calendar year	\$75.00

Your account will final out after 10 days of disconnection if service has not been restored and your deposit (if applicable) will be applied to the balance on the account. If service is restored after the 10 day disconnection period, a new deposit (\$125.00) and connection fee (\$35.00) will be required. If service is disconnected and a meter shows any usage has occurred between the time of cut off and restoration, there will be a tampering fee assessed on the account in the amount of \$50.00. The tampering fee must be paid in addition to any other charges that may be due on the account before water service can be restored. **The Town is not responsible for bills that are not delivered by the US Postal Service. If you do not receive your bill by the fifth (5th) of the month, you should contact Town Hall at (919) 639-2071 for your balance.**



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 9A
New Business**

**SUBJECT: Consideration to contract with the League of Municipalities for
Liability and Risk Management**

For the Board's consideration to contract with the League of Municipalities for Liability
and Risk Management.

Manager's Comments:



Town of Angier
P.O. Box 278
Angier, NC 27501

May 23, 2018

To: Mike McLaurin, Interim Town Manager
From: Vanessa W. Young, Finance Director
Subject: Worker's Comp and Public Liability Insurance

Mike:

I have attached a copy of the quotes I received for the Town's worker's comp and public liability insurance. I received two quotes, one from the NC League of Municipalities and from Snipes Insurance. The quotes are as follows:

	Worker's Comp	Public Liability
NC League of Municipalities	\$ 26,242.38	\$ 51,038.00
Snipes Insurance, Dunn, NC	\$28,229.00	\$ 57,197.00

After reviewing both companies other than price differences, the NC League of Municipalities which is a member-owned and governed self-insurance risk pool can provide services other than just insurance coverage at no additional cost to the Town. They provide grant funding (safety grants and soft-body armor grants), a risk control manager assigned to the Town, ORC training for our water and sewer employees (which they can earn CE credits) and numerous law enforcement resources. It is my recommendation that the Town contract with the NC League of Municipalities for these insurance coverages.

If you need any additional information, please let me know.

Interlocal Risk Financing Fund of North Carolina
Property and Liability Insurance Trust administered by the NC League of Municipalities
COVERAGE PROPOSAL SUMMARY

NAMED INSURED Town of Angier
 PO Box 278
 Angier, NC 27501-0278

POLICY PERIOD 7/1/2018 to 7/1/2019 At 12:01 A.M. Standard Time at the address of the Named Insured

POLICY NUMBER PL-Q-63171-2018-00

Coverage for the individual coverages is afforded by this proposal only if indicated with an (X) in the checkbox for the selected coverage.

COVERAGE		LIMITS	DEDUCTIBLES	PREMIUM
GENERAL LIABILITY COVERAGES				
(X) General Liability	5,000,000	Per Occurrence	0	\$7,441
() Premises Medical Payments		Per Person		
() No Fault Sewer Backup		Per Occurrence		
		Aggregate		
() No Fault Electrical Surge		Per Occurrence		
		Aggregate		
EMPLOYEE BENEFITS LIABILITY				
(X) Employee Benefits Liability	5,000,000	Each Claim	1,000	\$35
PUBLIC OFFICIALS LIABILITY (Claims Made)				
(X) Public Officials Liability	5,000,000	Each Claim	10,000	\$2,733
EMPLOYMENT PRACTICES LIABILITY (Claims Made)	5,000,000	Annual Aggregate		
(X) Employment Practices Liability	5,000,000	Each Claim	10,000	\$2,123
POLICE PROFESSIONAL LIABILITY	5,000,000	Annual Aggregate		
(X) Police Professional Liability	5,000,000	Each Occurrence	1,000	\$11,009
LIQUOR LIABILITY	5,000,000	Annual Aggregate		
() Liquor Liability		Each Common Cause		Coverage Not Provided
PROPERTY COVERAGES				
(X) Blanket Buildings & Personal Property	9,503,911	Total Insured Values	1,000	\$8,107
() Builders Risk				
() Excess Valuable Papers		Excess Limit		
() Excess Accounts Receivable		Excess Limit		
INLAND MARINE COVERAGES				
(X) Municipal Equipment	334,561	Refer to Schedule	500	\$2,254
(X) Computer Equipment & Media	50,000	Refer to Schedule	1,000	
(X) Portable Equipment	113,250	Refer to Schedule	250	
(X) Fine Arts	0	Refer to Schedule	1,000	
() Scheduled Animal		Refer to Schedule		
CRIME COVERAGES				
(X) Employee Dishonesty	200,000	Per Occurrence	250	\$1,577
(X) Forgery & Alteration	200,000	Per Occurrence	250	
(X) Inside the Premises - Theft of Money or Securities	5,000	Per Occurrence	250	
(X) Outside the Premises	5,000	Per Occurrence	250	
(X) Public Officials Bond	per schedule		0	
AUTOMOBILE COVERAGES				
(X) Auto Liability	5,000,000	Each Accident	0	\$10,712
(X) Non-Owned & Hired			0	
(X) Uninsured/Underinsured Motorists	1,000,000	Each Accident	0	
() Impounded Auto Comprehensive		Each Accident		
() Impounded Auto Collision		Each Accident		
() Garage Liability		Each Accident		
() Garagekeepers Comprehensive		Each Accident		
() Garagekeepers Collision		Each Accident		
AUTOMOBILE PHYSICAL DAMAGE COVERAGES				
(X) Auto Physical Damage Comprehensive	1,141,136	Total Insured Values	Refer to Schedule	\$5,048
(X) Auto Physical Damage Collision	1,141,136	Total Insured Values	Refer to Schedule	
(X) Hired Auto Physical Damage Comprehensive			500	
(X) Hired Auto Physical Damage Collision			500	
TOTAL PREMIUM				\$51,038
Less INCENTIVE CREDIT				\$0
NET PREMIUM				\$51,038

WC quote w/Pkg Credit

NORTH CAROLINA INTERLOCAL RISK MANAGEMENT AGENCY
Workers' Compensation Insurance Trust administered by the NC League of Municipalities
New Member Proposal Detailed Estimate

Town of Angier
 PO Box 278
 Angier, NC 27501-0278

For the Program Year: 2018/2019
 Effective Dates: 7/1/2018 to 7/1/2019
 Policy Number: Unassigned

Proposal Number: 59352
 Proposal Date: 04/09/2018

Code	Classification	Payroll	Rate	Premium
7581	Water & Sewer Combined Operations/Line Maint.	\$241,512	3.3800	\$8,163.11
7720	Police Officers	\$669,852	3.3500	\$22,440.04
8810	Clerical	\$380,255	0.2200	\$836.56
9102	Parks and Recreation (not otherwise classified)	\$116,309	2.8000	\$3,256.65
9402	Street Cleaning & Sewer Line Cleaning	\$115,410	5.2500	\$6,059.03
9990	City Manager: office duties only	\$98,556	0.2200	\$216.82
9996	Mayor and Council	\$25,000	0.2200	\$55.00
Totals:		\$1,646,894		\$41,027.21

Premium	Limit	Rate	Result
Estimated Manual Premium:			\$41,027.21
Employers Liability: \$1,000,000/\$1,000,000/\$1,000,000	0.007000	+	\$287.19
Employers Liability Minimum Premium Balance:		+	\$0.00
Deductible: \$0	0.000000	-	\$0.00
Estimated Subject Premium:		=	\$41,314.40
- Ex Mod (used):		x	← 0.8100
Estimated Modified Premium:		=	\$33,464.66
Schedule Adjustment:	0.8500	+	(\$5,019.70)
Schedule Adjusted Premium:		=	\$28,444.96
Package Discount:	0.9700	+	(\$853.35)
Package Adjusted Premium:		=	\$27,591.61
WC Minimum Premium Balance:		+	\$0.00
Expense Constant:		-	\$0.00
Estimated Standard Premium:		=	\$27,591.61
Premium Discount:	0.0489	-	\$1,349.23
Expense Constant:		+	\$0.00
Estimated Annual Premium:		=	\$26,242.38
Pro-rata:		x	1.0000
Estimated Pro-rata Annual Premium:		=	\$26,242.38
Incentive Credit		-	\$0.00
Estimated Final Premium:		=	\$26,242.38

Estimated Final Premium: \$26,242.38



| a Berkley Company

Date: 05/22/2018
Agency: Snipes Insurance Service Inc
Re: Workers Compensation Quote

Named Insured: Town Of Angier
Effective Date: 07/01/2018
Expiration Date: 07/01/2019

Key Risk is pleased to present to you the following Workers Compensation premium quotation:

Company: StarNet Insurance Company
Employers Liability Limit: 1,000,000 / 1,000,000 / 1,000,000
Estimated Annual Premium: 28,229.00

Premium Detail

State	Class Code No.	Classification of Operations	Payroll	Rate	Premium
NC	7520	WATERWORKS OPERATION & DRIVERS	368,421.00	3.9500	14,553.00
	7580	SEWAGE DISPOSAL PLANT OPERATION & DRIVERS	\$100.00	4.0800	\$4.00
	7720	POLICE OFFICERS & DRIVERS	581,765.00	2.9000	16,871.00
	8810	CLERICAL OFFICE EMPLOYEES NOC	445,363.00	0.1600	\$713.00
	9102	PARK NOC-ALL EMPLOYEES & DRIVERS	114,377.00	3.9500	\$4,518.00
	9402	STREET CLEANING & DRIVERS	\$100.00	5.7000	\$6.00
	9410	MUNICIPAL, TOWNSHIP, COUNTY OR STATE EMPLOYEE	93,829.00	3.6300	\$3,406.00
	9812	Employers Liability Limits		0.0110	\$441.00
	9898	Experience Modification Premium		0.8300	\$-6,887.00
	9887	Schedule Rating Premium		0.9000	\$-3,362.00
	9846	Drug-Free Workplace Credit Premium		0.9700	\$-908.00
		Total Standard Premium			29,355.00
	0063	Premium Discount		0.0600	\$-1,761.00
	0900	Expense Constant			\$250.00

State	Class Code No.	Classification of Operations	Payroll	Rate	Premium
	9740	Terrorism Not Part of Standard Premium		0.0090	\$144.00
	9741	Catastrophe (other than Certified Acts of Terror)		0.0150	\$241.00
		Policy Minimum Premium			\$850.00
Total Amount Due:					28,229.00

Payment Plan	Down Payment	Installment Amount (Incl. fee/installment)	Fee/Installment
20% Down - 9 Installments	\$5,846.00	\$2,499.00	\$12.00

DUE DATE	DESCRIPTION	PREMIUM DUE	+ INSTALLMENT FEE	= TOTAL AMOUNT DUE
07/01/2018	Down Payment	\$5,846.00		\$5,846.00
08/01/2018	Installment	\$2,487.00	\$12.00	\$2,499.00
09/01/2018	Installment	\$2,487.00	\$12.00	\$2,499.00
10/01/2018	Installment	\$2,487.00	\$12.00	\$2,499.00
11/01/2018	Installment	\$2,487.00	\$12.00	\$2,499.00
12/01/2018	Installment	\$2,487.00	\$12.00	\$2,499.00
01/01/2019	Installment	\$2,487.00	\$12.00	\$2,499.00
02/01/2019	Installment	\$2,487.00	\$12.00	\$2,499.00
03/01/2019	Installment	\$2,487.00	\$12.00	\$2,499.00
04/01/2019	Installment	\$2,487.00	\$12.00	\$2,499.00
Total estimated amount:		\$28,229.00	\$108.00	

PREMIUM SUMMARY

<u>Coverage</u>	<u>Premium</u>
Property	\$10,055
Inland Marine	\$1,820
Crime	\$864
General Liability	\$15,996
Law Enforcement Activity Liability	Included
Public Officials and Management Liability	\$7,659
Educators Legal Liability	Not Requested
Cyber Liability and Privacy Crisis Management Expense	Included
Auto	\$15,421
Excess Liability	\$5,382
Total Annual Premium (excludes state-imposed taxes, surcharges and fees)	\$57,197



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 9B
New Business**

SUBJECT: Consideration to withdraw from Mid Carolina Council of Government

For the Board's consideration to withdraw from Mid Carolina Council of Government

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 9C
New Business**

SUBJECT: Tri-Tronics

For the Board's consideration to purchase 2 additional microphones and speaker in the Board Room.

Manager's Comments:

Tri-Tronics Pro Electronics, LLC
PO Box 1055
Lillington, NC 27546
www.tritronicsav.com
910-893-4183
info@tritronicsav.com

**Customer**

Town of Angier
Post Office Box 278
Angier, NC 27501

Quote # 3349

May 25, 2018

Item(s)

Qty	Name	Description	Rate	Amount
2	MX-418D/S	Shure MX-418D/S Supercardioid-18 Desktop Gooseneck Condenser Microphone	\$294.00	\$588.00
1	Installation Supplies	Wire,Plugs,Connectors	\$150.00	\$150.00
5	Installation_34	Installation charge to add 2 additional desktop mics. Program all mics to be push to talk. Add 4 powered monitors for board members to be able to hear better. They will have volume knobs on the speakers to control volume.	\$135.00	\$675.00
4	Galaxy Nano Spot	Galaxy Audio NSPA Powered Nano Spot Compact PA	\$139.99	\$559.96

Subtotal	\$1,972.96
Tax	\$138.11
Total	\$2,111.07

Notes

I quoted 4 monitors because I figured they could be shared between a couple of board members but if I need to quote a monitor for each member just let me know how many more monitors to add to the quote.

Signature

Date



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 10
Manager's Report**

SUBJECT: Manager's Report

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

Item: 11
Mayor/Town Board Reports

SUBJECT: Mayor and Town Board Reports

Manager's Comments:



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 12
Staff Reports and
Informational Items**

SUBJECT: Staff Reports and Informational Items

- Library Report
- Planning Department

Other Departments will be distributed at Tuesday's meeting.

Manager's Comments:

Library Report for June 2018

The Friends of the Angier Library held their used book the week of May 14-18, 2018.

It was successful. They are planning another sale for the last part of August. No date has been set.

The Summer Reading Program will kick off on Wednesday June 20, 2018 at 11:00 a.m. The programs will be held each Wednesday at 11:00 through July 25, 2018. The programs are for children ages 12 and younger.

As you may be aware the Harnett County Board of Commissioners have declined to consolidate all of the libraries at this time.

Any questions or concerns please feel free to contact me.

Thank you,

Amanda B. Davis

Angier Public Library Director

919-639-4413 or abdavis@angier.org

Planning and Inspections Department

May 2018

Total Permits Issued: **24**

Building Inspections Performed: **70**

New Construction - Residential: **4**

New Construction - Commercial: **0**

Total Fees Collected: **\$ 3,807.00**

Permits Issued - 2018:

New Construction - Residential: **20**

New Construction - Commercial: **1** (*Crepe Myrtle Animal Hospital*)

Permits Issued - 2017-2018 Fiscal Year (July 1, 2017 – Present):

New Construction - Single Family Dwelling: **42**

New Construction - Commercial: **2**

Total Fees Collected: **\$ 84,195.50**

*****All Data As of 5/30/18*****



Lewis W. Weatherspoon
Mayor

Michael McLaurin
Interim Town Manager

AGENDA ABSTRACT

DATE: June 5, 2018

**Item: 13
Adjournment**

SUBJECT: Adjournment

The Mayor will entertain a motion to adjourn the regular Board of Commissioners' meeting.

Manager's Comments: