



*Board of Commissioners*  
*Regular meeting*  
*Agenda*

**Monday, November 2, 2020**

**7:00 PM**

Location: 28 N Raleigh Street, Angier, NC 27501

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**Call to Order**

**Pledge of Allegiance**

**Invocation**

**Approval of Agenda**

**Presentation**

**1. EnviroLink**

- a. Cecil Rhodes will present the Water/Wastewater Revenue and Rate Evaluation

**Public Comment**

**Consent Agenda**

**1. Approval of Minutes**

- a. October 6, 2020 – Regular Meeting

**New Business**

**1. Budget Amendment #5**

- a. Consideration and approval of Budget Amendment #5; a transfer of the CARES Act distribution from the General Fund to the Water & Sewer Fund

**2. Bike Fest**

- a. Consideration and approval of 2021 Bike Fest dates

**Manager's Report**

**Staff Reports**

**Mavor and Town Board Reports**

**Adjourn**

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

# PRESENTATION

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# **Town of Angier**

## **Water/Wastewater Revenue & Rate Evaluation**

### **November 3, 2020**



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# Agenda / Outline

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- Approach & Background
- Monthly Cost Comparison Residential
- Rate Structure and Monthly Residential Cost Example
- Factors Impacting Future Rates
- Historical and Projected Capital Expenses
- Effect of No Rate Changes on Fund Balance
- Rate Plan Design and Implementation Goals
- Rate Plan, Average Cost and Effect on Fund Balance
- Rate Plan Revenues Versus Expenses – Water & Wastewater
- Summary
- Other Items to Consider



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# Approach & Background

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- Used Cost of Service Methodology
- Utilize Historical and Projected Revenues / Operating Costs / Debt SVC / Capital Requirements / Impact on Fund Balances to Develop Fiscally Responsible Rate Plan)
- Key Assumptions
  - No Depreciation included as expense in projections
  - Annual Growth
    - = 4% annual Residential
    - = 2% annual Commercial
    - = 0% Industrial / Institutional
  - Capital Plan as Provided by Town Staff and Engineer
  - Capital Financing Assumptions = 3.25% / 40 Year Financing
  - Approximately 2% annual purchased service costs (Water / Waste Water)
  - 3% annual increase in Other Operating Expenses per year
  - \$100 K Capital Contingency (Outside of Specific Projects)



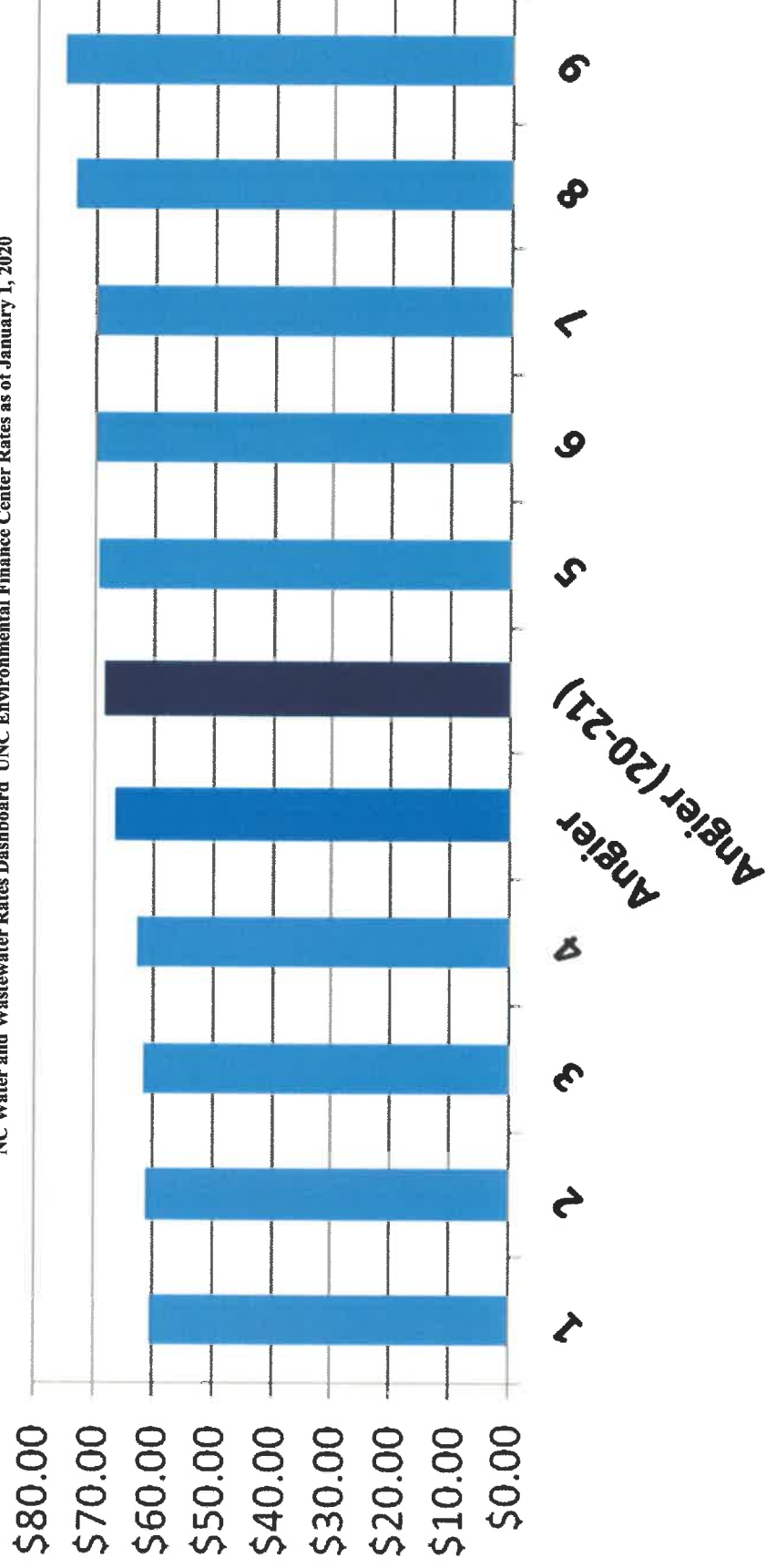
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# Monthly Cost Comparison

## Monthly Cost W&WW 4,000 GPM Residential Customer (2019-2020 Rates)

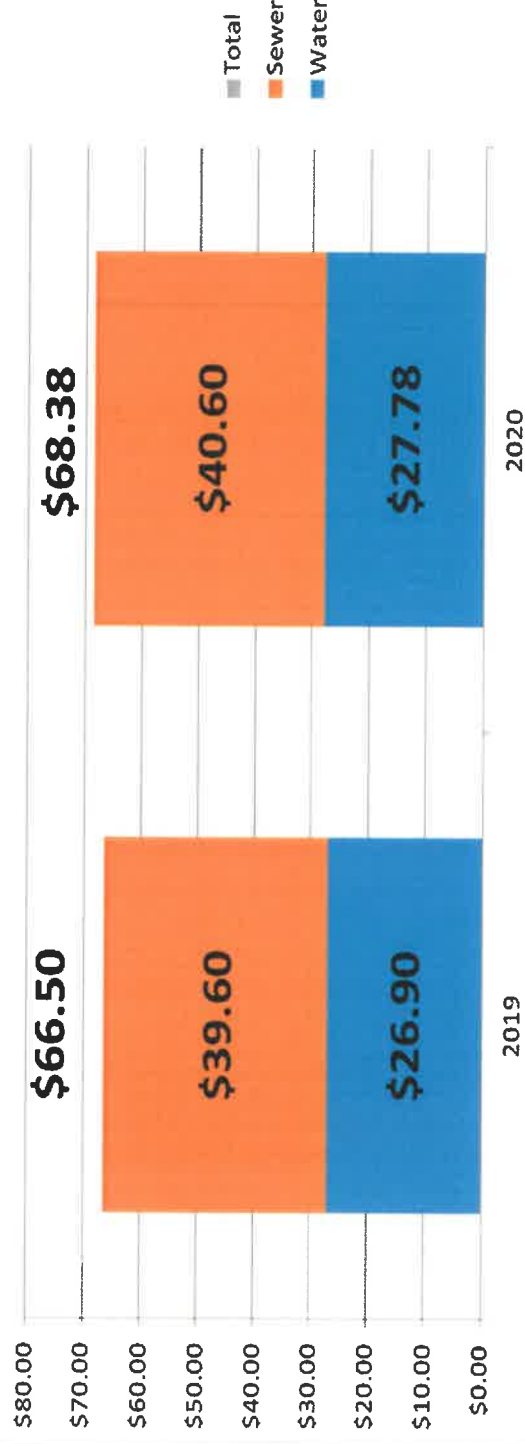
NC Water and Wastewater Rates Dashboard UNC Environmental Finance Center Rates as of January 1, 2020



# Rate Structure and Monthly Cost

	Water Base	Water Var /1,000 > 2,000 GPM	Sewer Flat	Sewer /1,000 GPM
2019-2020				
In	\$19.80	\$3.55	\$16.00	\$5.90
Out	\$39.60	\$7.10	\$32.00	\$11.80
2020-2021				
In	\$19.80	\$3.99	\$16.00	\$6.15
Out	\$39.60	\$7.98	\$32.00	\$12.30

**Avg Monthly Cost 4,000 GPM Customer In Town**



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# Factors Impacting Future Rates

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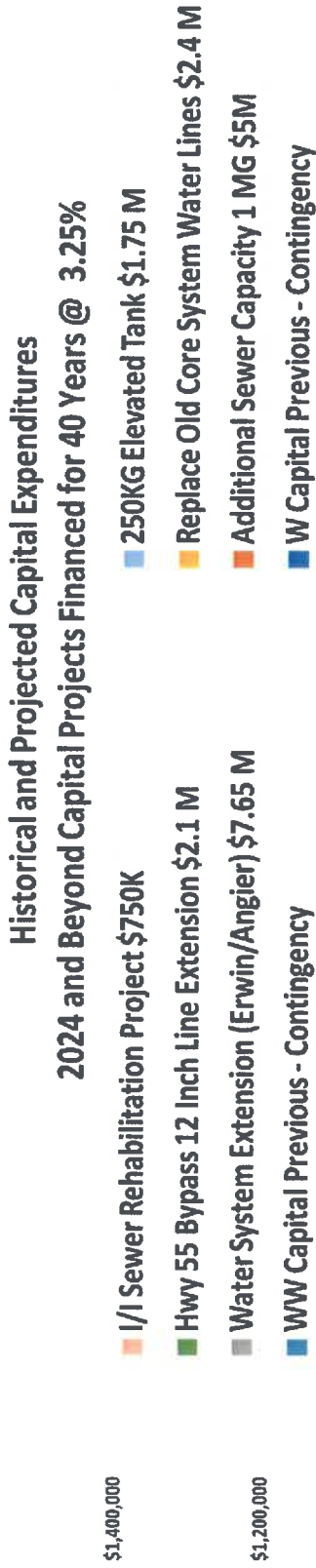
- Recent Capital Expenses
  - ~ \$444,000 for 2019 - 2020
  - ~ \$845,000 for 2020 - 2021
- Operating Expense Increases
  - Maintenance Cost increase 2020 - 2021 for Water \$200,000
  - Increase In Other Operating Expenses & OH ~ \$400,000 2020 - 2021
  - Estimated 2% Annual Average Increase in Purchased Water / Wastewater Service
- Aging System Components = Potential Capital Replacement Issues
  - Capital Contingency ~ \$100,000 per Year
- Future Capital Projects Will Require Financing
  - Additional WW \$5M = New Debt Service of ~ \$225,000 Starting 2024 (Future 2<sup>nd</sup> Project?)
  - W Line Capacity Proj \$7.65 = New Debt Service of ~ \$344K Starting 2027
  - W Line Replacement \$2.4M = New Debt Service of ~ \$108K Starting 2027
  - W Line Hwy 55 Proj \$2.1M = New Debt Service of ~ \$95K Starting 2027
  - Other W / WW Projects ~ \$2.5 M = New Debt Service of ~ \$110 Starting 2027



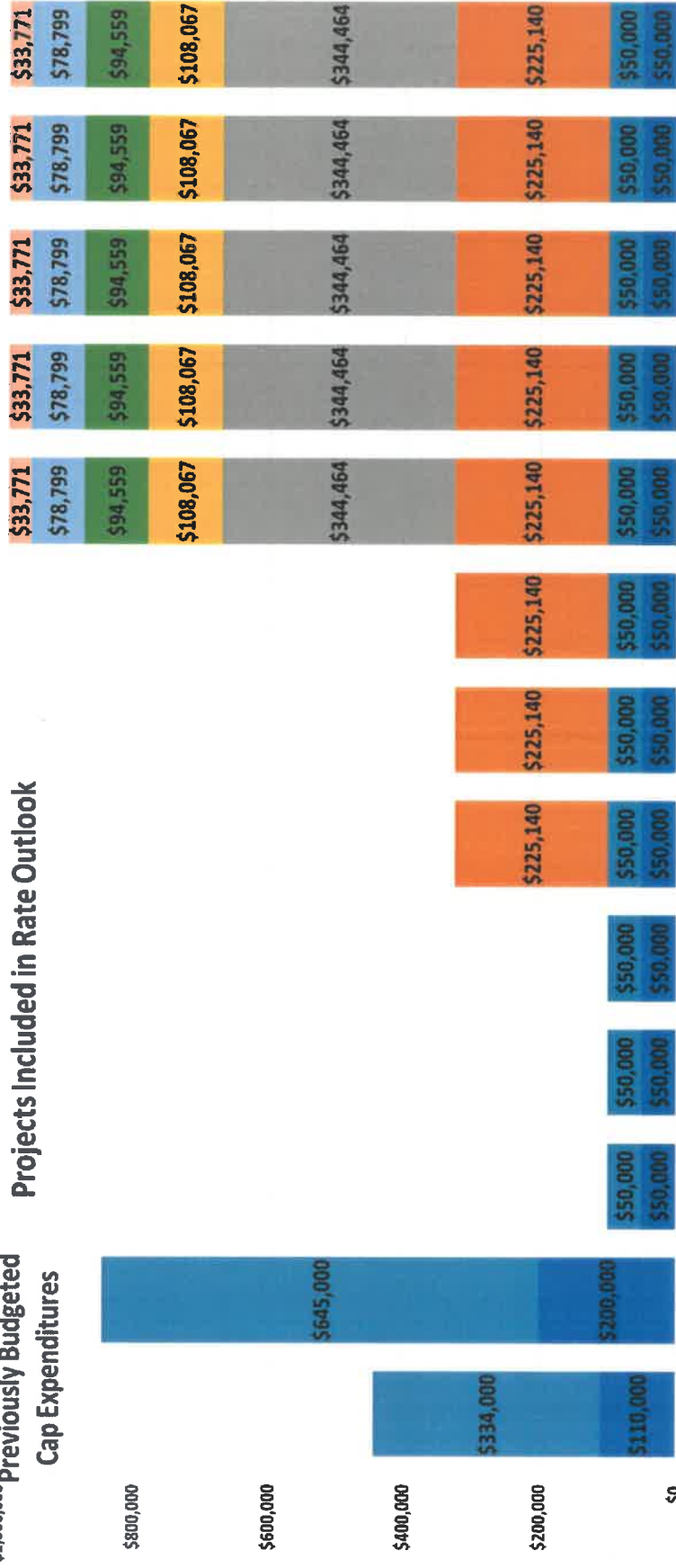
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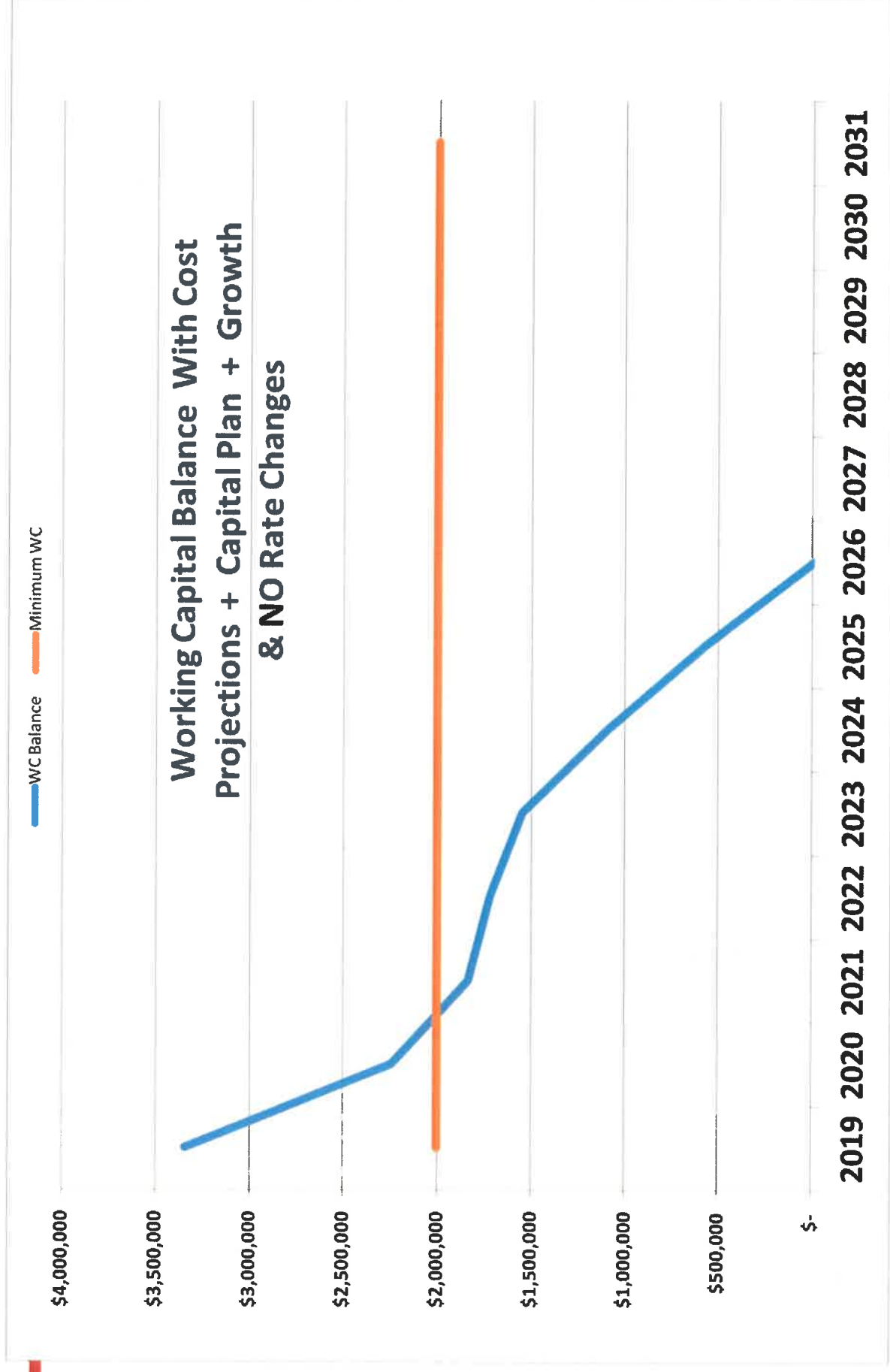
# Historical and Projected Capital Expenses



Previously Budgeted Cap Expenditures



# Effect of No Rate Change with Current Projections / Capital Plan



# Rate Plan Design and Implementation Goals

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- Plan and Design Rate Changes to
  - Minimize Overall Impact to Customers
  - Mitigate Annual Cost Impacts Using Working Capital Fund
  - Design Rate Changes to Balance Revenues and Expenses for Each Utility (Water / Wastewater)
  - Provide a Level of Contingency Relative to Forecast Accuracy, Cost Estimates and Potential Emergency
- Rates Need to Provide Adequate Revenues to
  - Cover Operating Expenses and Existing Debt Service
  - Provide for Future Increases in Operating Expenses
  - Provide Sufficient Funds to Finance Upcoming Capital Expenses
  - Provide Revenues to Maintain or Replenish Working Capital to Desired Level
- The Following are Recommendations Based on the Available Information and Data Provided by the Town Staff and Consultants – No Specific Results are Guaranteed or Implied
- Final Decision and Implementation is at the Discretion and Control of the Town Board



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# Overview of Rate Plan

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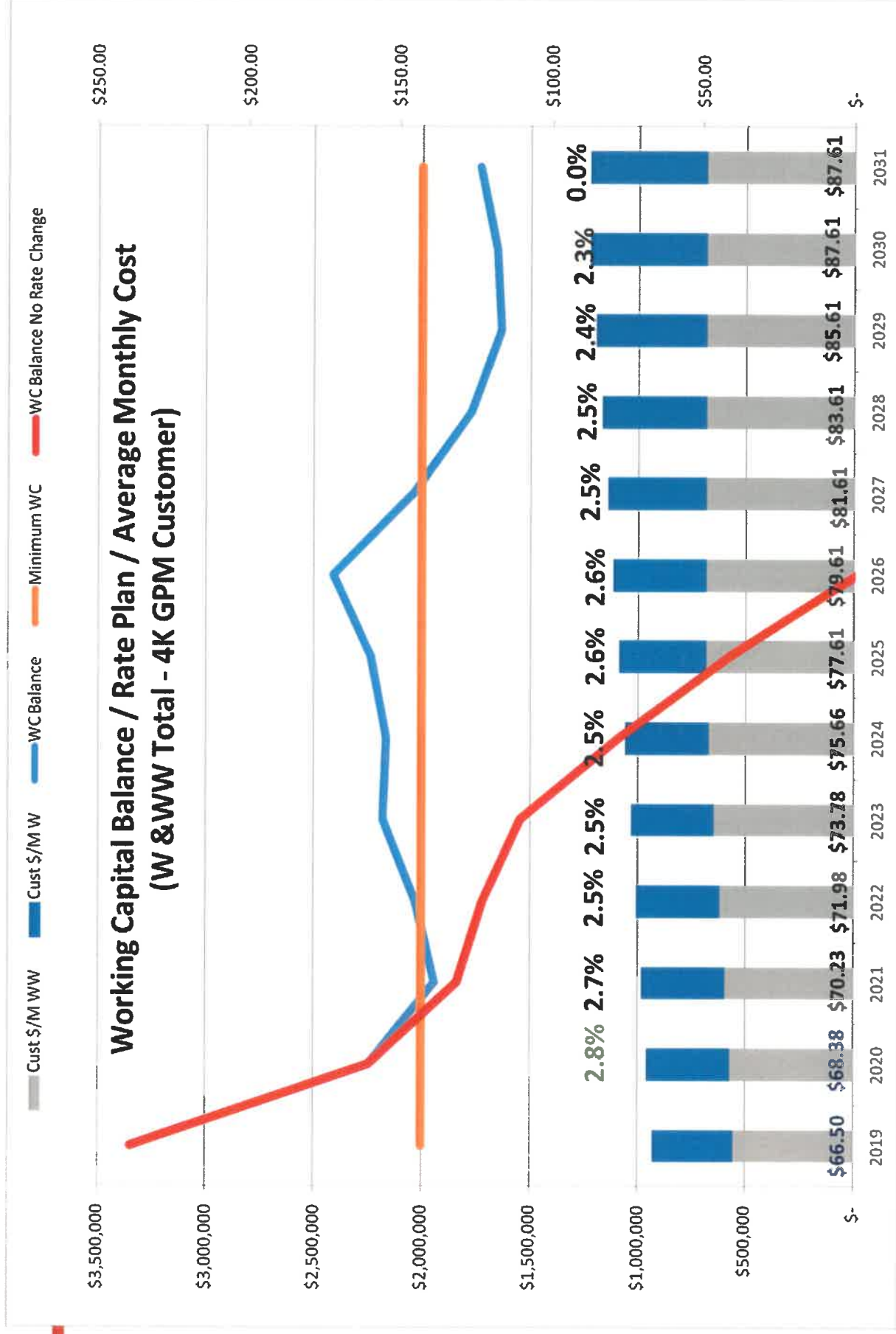
- Rate Plan Provides Recommended Annual Increases in Water or Wastewater Rates
- Projected Increases of 2.7 to 2.3 % on Combined W / WW Bill Over the Next 10 Years.
- Based on the Total Waster / Wastewater Monthly Billing for 4,000 GPM Residential Customer
- Average of Approximately \$ 1.75 to \$2.00 on Total Monthly Bill
- First 4 Years Increases Would be in Wastewater Rates
- Remaining Years the Increases Would be in the Water Rates
- Maintains Working Capital Fund to a Minimum of ~ \$1.5 M
- Provides Revenues to Cover Capital Projects as Planned.



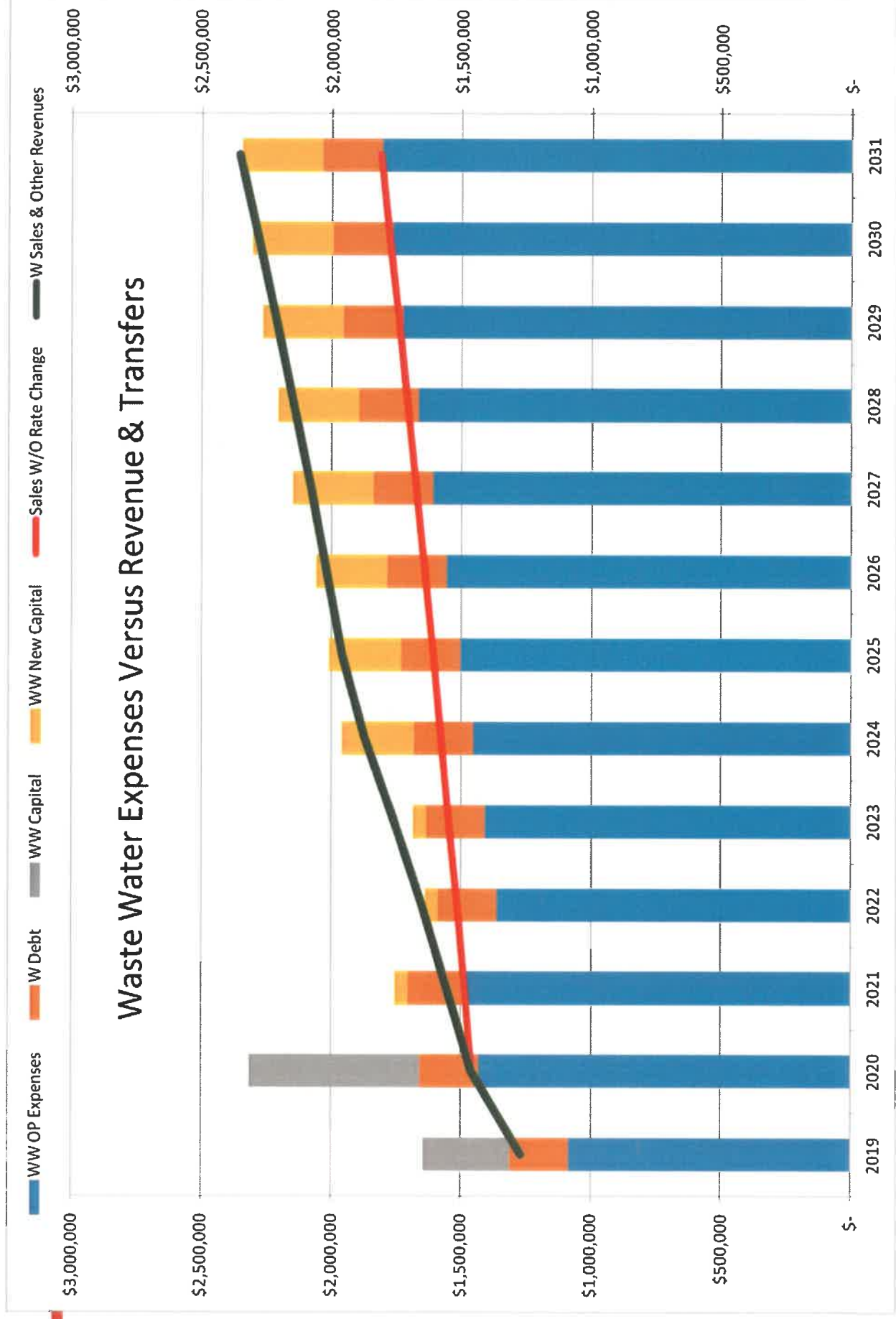
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# Rate Plan and Effect on Fund Balance

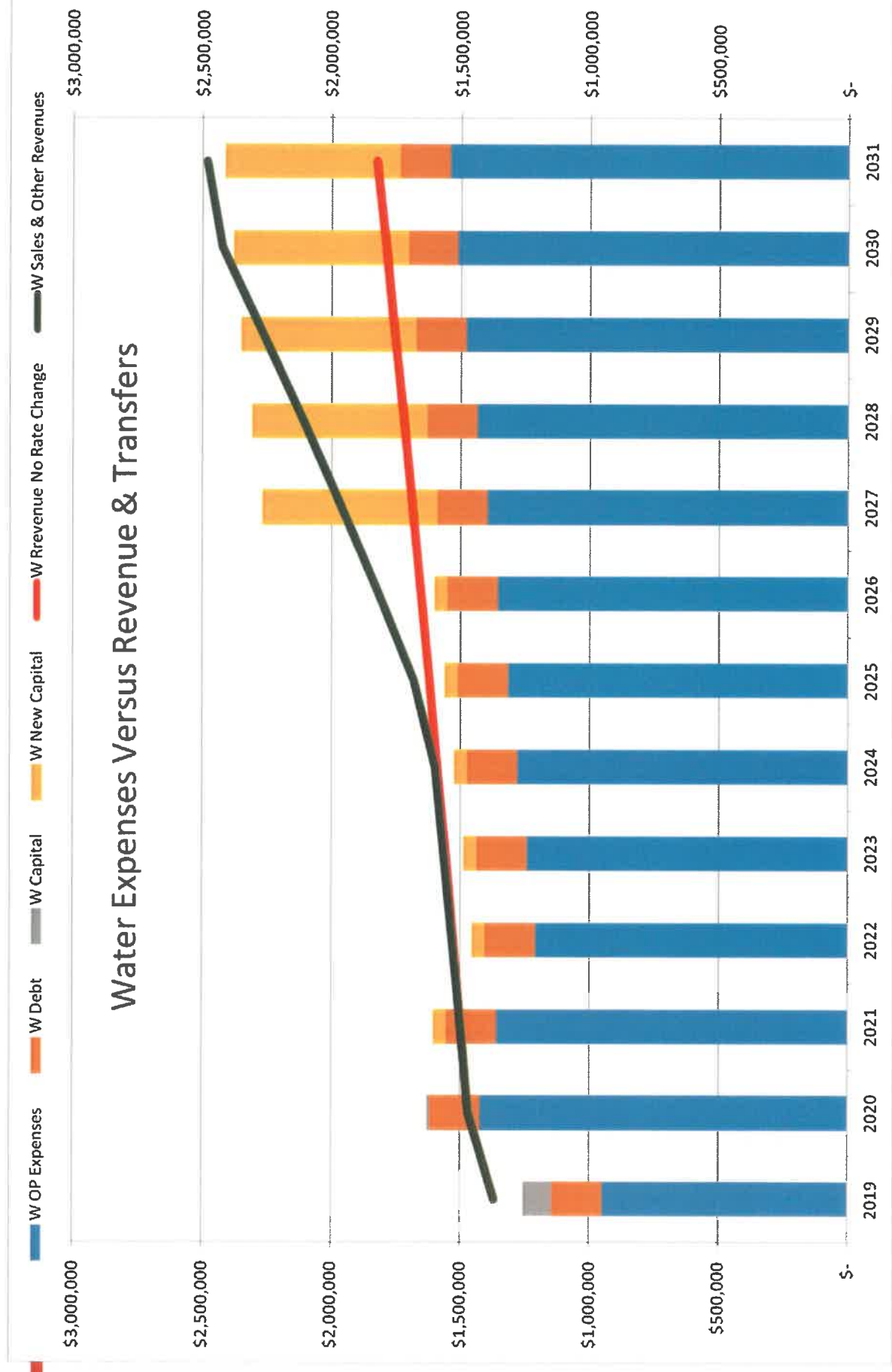


# Proposed Rate Plan Effects - Wastewater





# Proposed Rate Plan Effects - Water





# Summary of Factors Regarding The Rate Plan

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- Expected Growth Rate Will Continue To Put Pressure on System Capacity and Operations
- Aging Infrastructure Issues Need To Be Addressed
- Town Has An Adequate Working Fund Balance To Draw From In The Short Term, However It Will Be Under Increased Pressure
- Wastewater Rates Should Be Increased First To Maintain Balance of Revenues Versus Expenses and Near Term Capital Needs
- Water Rates Should Be Increased In The Future To Address Upcoming Capital Intensive Projects
- Rate Plan Provides Gradual Process to Increase Revenues Needed to Cover Expenses; Mitigate Impact on Customers and Provide Recovery for the Working Capital Fund Over The Study Period
- This Is A Study Based On Projections, Estimates And Other Data Provided By The Town. There Are No Guarantees of Any Specific Outcome.



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# Consider...

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- Continue to monitor Rate AND System Development Fee Revenues and Working Capital Fund Balance Annually
- Review Fund Balance Recommended Level versus Insurance / Other Contingency Coverage Options (Determine Adequacy of \$1.5 to \$2M Balance)
- Monitor and Review System Capital Improvement Plan and Financing Options
- Consider Development of Capital Replacement Plan to Help Plan Ongoing Capital Replacement Expenditures (Predictive / Planned Replacement Program, etc.)
- Revise Base (Flat Charges) to be based on meter size / tap size for more equitable rate change effects (Other Towns Have Similar Rate Schedules)
- Review allowance in water rate structure (2,000 GPM Allowance)
- Conduct annual review of long term contracts & agreements and monitor potential cost increases / drivers.



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# Town of Angier Rate Study 2020

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■ End



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# CONSENT AGENDA

**Town of Angier  
Board of Commissioners  
Tuesday, October 6, 2020, 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 on Tuesday, October 6, 2020, in the Board Room inside the Municipal Building at 28 North Raleigh Street.

**Members Present:** Mayor Bob Smith  
Commissioner Alan Coats  
Commissioner Loru Boyer Hawley  
Commissioner Mike Hill

**Members Excused:** Mayor Pro-tem Craig Honeycutt

**Staff Present:** Town Manager Gerry Vincent  
Town Clerk Veronica Hardaway  
Planning Director Sean Johnson  
Chief of Police Arthur Yarbrough  
Library Director Katy Warren  
Finance Director Hans Kalwitz  
Parks & Recreation Director Derek McLean  
Administrative Assistant Donna DiMambro  
Town Attorney Dan Hartzog, Jr.

**Others Present:**

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

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

**Invocation:** Mayor Smith offered the invocation.

Mayor Smith announced Mayor Pro-tem Craig Honeycutt's resignation as Commissioner effective December 31, 2020.

**Board Action:** The Town Board voted to excuse Mayor Pro-tem Craig Honeycutt from the meeting.

**Motion:** Commissioner Hill

**Vote:** 3-0; unanimous

**Approval of the October 6, 2020 meeting agenda:** The Town Board unanimously approved the agenda as presented.

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

**Motion:** Commissioner Hill

**Vote:** 3-0; unanimous

### **Public Comments**

The Town Clerk read into the minutes the following statement provided by Vicki Pinkerton, former Finance Officer of the Angier ABC Store:

*"This is my statement to the Angier Town Board for October 6, 2020. I worked as the Finance Officer from September 2018 to July 31, 2020. I was praised by General Manager Shirley Brinkley and Board Chairman Jerry Hockaday on my job performance and work ethic many times. Shirley told people I took a weight off her shoulders and she couldn't do her job without me.*

*When I was first introduced to the board as the Finance Officer in September 2018, I questioned numerous times if I should be attending Board meetings, and was told no. Jerry repeatedly referred to me as the Bookkeeper, not the Finance Officer. I found this very demeaning and trivializing to my position.*

*Shirley and I also had a discussion regarding a new store employee asking to rearrange the Bourbon/Whiskey aisles in the face of a veteran store employee who has been doing most of the cleaning and straightening for a long time. The disagreement came when I felt the veteran employee should have been included in this task and Shirley told me that the employee doesn't run the store. I noticed after this disagreement with Shirley, she became distant and short tempered with me. I had always felt Shirley and I could be open and honest with each other. I guess I was wrong. It wasn't long after this incident, they decided to build me an office, even though I still had to go to her office to get the money for the daily deposits. At times, I had to excuse myself through customers sitting in her office.*

*I was allegedly fired for insubordination and furnishing financial information to a Town of Angier Commissioner. I was never called into the Manager's office for insubordination. After my termination, on July 31<sup>st</sup>, I texted Jerry Hockaday and asked if I was allowed to know who my accuser was and how was I insubordinate. He texted me back and said he didn't know about insubordination, but Mike Hill, a Town Commissioner, said a lady who worked at the Angier ABC Store told him Shirley Brinkley was given a Bonus to help with her retirement. I texted him back, telling him, I have no idea who Mike Hill is, and I don't speak with customers regarding any finances. The letter I received from Keith, was drafted by you, according to Keith. I would never jeopardize my position for anything. At that time, I had never spoken with any of the Town Commissioners, let alone anyone named Mike Hill. Jerry told me he didn't know what to tell me, that is what was said in the meeting he attended. The text messages are available if requested. Since my termination, I have been in contact with Mike Hill and he said what Jerry Hockaday claims is not true.*

*One day I walked into Keith's office and saw a twenty-dollar bill laying on his desk. I told him he shouldn't leave money laying around. He said a customer gave it to him. I asked if that was ethical or legal? He told me the customer has given Shirley money before. Another issue was when I was helping Keith set up his information on the store's Amazon Prime account. I suggested he take Shirley's personal information from the account. I said I didn't believe her personal account should be tied to the store account.*

*Another issue came up after Shirley retired; a letter came in the mail in reference to a terminated employee for April 14, 2020. The letter was from the ESC and the terminated employee had applied for unemployment due to COVID-19. The day the letter came in the mail, Jerry Hockaday was in the manager's office. I read the letter to both he and Keith Black, and Jerry said not to approve the unemployment because*

*that was not why the person was let go. Both Keith and I called the ESC. When Keith finally was able to speak with someone, he was told the unemployment benefits were already approved by the General Manager, Shirley Brinkley, and the letter we received was a Determination Letter. That was the last time Keith or Jerry mentioned anything regarding the unemployment for that employee.*

*When Shirley was given tickets to events, she offered them to the employees. A \$500 gift certificate to Garibaldi's restaurant (my husband and I did eat dinner); tickets to the Beer Bourbon and Barbaque in Cary; tickets to the Monster truck show in Raleigh, and numerous personal gifts, were given to Shirley. We as a group exchanged gifts for birthdays and Christmas.*

*Shirley also was in contact with the GM Keith Black during the 30-day period imposed by the SSA before she could go back to work. I was also in the office when she emailed Keith to make an introduction for one of the Bourbon customers.*

*How is it possible, Shirley can come back as a part-time employee and make \$40,000/year? Keith Black was given a raise to \$41,600 as a full-time employee. Is that legal?*

*Another thing that made no sense to me, is why there are cameras in every part of the store except the manager's office where the safe is, where the daily deposits are kept. I posed this question to Shirley one day, and was told cameras in the office was not needed. I was also curious why Jerry Hockaday had one of two keys (Shirley had the other) and he picked up mail when Shirley and I both went by the Post Office. Jerry would bring the mail to the store and bring it to my office. I could have easily picked the mail up on my way to work.*

*I don't feel I was fully trained in my position, and only paid monthly bills, including taxes for the store as well as taking care of payroll, entering some vendor invoices into QuickBooks, and sending copies of destruction reports to Laurie Lee at the ABC Commission. Copies of the tax and building payments were given to Shirley and filed in a locked file in her desk. Shirley handled the vacation and sick time into Excel, made decisions as to purchases for the store and offices. When other checks were to be written, I was told how much and to whom. I did the monthly journaling in QuickBooks, and rarely spoke with the store accountants (May & Place). When I started as the Finance Officer, I was told I needed to make sure our journals (Checking and Money Market) reconciled with the bank (First Federal). It wasn't until months later, she told me I was also supposed to reconcile with the accounts as well. So, if I didn't enter an entry properly into QuickBooks, the numbers would not match. The last week of June 2020, Shirley handed me an envelope with a list of things to send to the accountant and some of the items on the list I had not seen before. She told me we could take care of everything when she came back to work in August.*

*To end my statement, I am very willing to testify in a court of law and take a polygraph test that all above statements are true. I believe the Town Board has the right to ask any and all employees of the ABC Store to submit to a polygraph test."*

The Town Attorney Dan Hartzog Jr. recommended the Board set an Evidentiary Hearing if they chose to take any action.

## **Public Hearings**

### **1. Rezoning Request**

Planning Director Sean Johnson stated that the Planning Department has received a rezoning application from James W. Johnson, III for an approximately 7.9 acre parcel on S. Wilma Street (Harnett PIN: 0673-96-3833.000). The property is currently zoned R-10 and the requested district is R-6. The property is currently open farmland with some woods and Black River Creek at the west side of the property. Surrounding land uses include low and medium density residential as well as agricultural uses. Public water and sewer are available.

Mr. Johnson stated the requested rezoning would match the uses identified by the land use plan and would not have an unreasonable impact on the surrounding community and will not harm the public health, safety, or general welfare. The Planning Board recommended approval at their September meeting.

Mayor Smith opened the Public Hearing

James W. Johnson, 350 Woodcroft Drive, requested a rezoning due to lot size and for the parcel to be consistent with the area to the west and south of the property.

Seeing no one, Mayor Smith closed the Public Hearing

**Board Action:** The Town Board unanimously voted to approve the requested rezoning submitted by James W. Johnson for a parcel totaling approximately 7.9 acres (Harnett County PINs: 0673-96-3833.000) from R-10 to R-6.

**Motion:** Commissioner Hawley

**Vote:** 3-0, unanimous

### **Consent Agenda**

#### **1. Approval of Minutes**

- a. September 1, 2020 – Regular Meeting
- b. September 15, 2020 – Board of Adjustment/Work Session Meeting

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

**Motion:** Commissioner Coats

**Vote:** 3-0, unanimous

### **New Business**

#### **1. CARES Act Funding Recommendations**

Town Manager Gerry Vincent stated North Carolina counties are receiving funding for local governments as part of the Coronavirus Relief Fund (CRF) established under the federal CARES Act. The CRF allocation for Harnett County totals \$5.1M, and pursuant to North Carolina Session Law 2020-80 25% shall be allocated to municipalities per the municipal's population based on 2019 population estimates.

The Town of Angier received \$254,450 of federal funding due to COVID-19 expenses for the salaries and benefits of the Angier Police Department.

The recommended and anticipated use of funds:

- Department of Public Safety Grant for equipment – The Town will apply for the maximum amount of \$24,500 and recommend a 20% match \$4,900. Grant application opens November 1<sup>st</sup> and closes December 31<sup>st</sup>.



- Allot a one-time pay out of hazardous pay to police officers and essential personnel during COVID-19. The breakdown is as follows:
  - \*15 Full time police officers at \$3,000 each (\$45,000 TL)
  - \*23 Full time employees at \$2,000 each (The pay out will not include one non-essential vacant position, one PWs vacant position, and the Town Manager. (\$46,000 TL)
- A new streaming system for the Town Board Room for a total of \$7,930.92.

Total impact from the CARES Act funding is recommended at \$103,900. The remaining funds will be placed in a CARES Act line item in the budget for future expenses.

**Board Action:** The Town Board unanimously voted to approve the recommended and anticipated use of funds from the CARES Act presented by the Town Manager.

**Motion:** Commissioner Hawley

**Vote:** 3-0, unanimous

## 2. Budget Amendment #4

Finance Director Hans Kalwitz stated this budget amendment accepts donations received from FY 2020 as well as FY 2021. The donations from FY 2020 were not spent and are treated as a restricted revenue. Through this amendment, the revenue is being recognized and allowable spending will be increased within the Library Department. The Town has received CARES Act allocation which will be recognized through this budget amendment and allowable spending will be increased as well. This will increase the General Fund by \$255,036.

**Board Action:** The Town Board unanimously voted to approve Budget Amendment #4.

**Motion:** Commissioner Coats

**Vote:** 3-0, unanimous

## 3. Discussion of ABC Board

Commissioner Hill discussed some concerns that were brought to his attention regarding the ABC Board and the operations of the ABC Store.

**Board Action:** The Town Board unanimously voted to set an evidentiary hearing to determine if Jerry Hockaday should be removed for cause from the ABC Board.

**Motion:** Commissioner Hill

**Vote:** 3-0, unanimous

**Board Action:** The Town Board voted to appoint a sitting Commissioner to the ABC Board to look after the Town's interest and report back to the Town Board with quarterly status reports.

**Motion:** Commissioner Hill

**Vote:**

Commissioner Hill withdrew his motion until December advisory board appointments.

**Board Action:** The Town Board voted to place the Town of Angier Finance Officer in charge and control of the Angier ABC Store. With one additional person to be hired as a Town employee and placed in charge of financing with the ABC Board. The ABC Board will be charged for all costs for that position.

**Motion:** Commissioner Hill

**Vote:**

After discussion with the Town Attorney, Commissioner Hill withdrew his motion until the matter is researched and reported back to the Board.

### **Manager's Report**

- Department Reports (Informational Items included in Agenda packets)

Mr. Vincent updated the Board on various items. Those items are the following:

1. A list of projects ongoing despite COVID-19:
  - a. Town Hall/Police Station Design
    - i. Logistics with relocating staff
    - ii. Final design/overall costs
    - iii. Finalize finances with Davenport & Company
    - iv. Present overall plan to the Board of Commissioners
    - v. Prepare/advertise for a construction manager at risk
    - vi. Prepare construction documents
    - vii. Finalize financing
    - viii. Construction
  - b. Finalizing Downtown Study (NC State University)
    - i. Final presentation in January 2021
  - c. Finalizing the Jack Marley Park Comprehensive & Master Plan (Susan Hatchell LLC)
    - i. First Community Meeting to be held October 15<sup>th</sup> at 6 & 7 pm
  - d. Ongoing conversations with Harnett County & USDA regarding additional wastewater and water capacity and loan options
  - e. Applying for a Department of Public Safety Grant Application for the Police Department (Annette Dunlap-Grant Writer)
    - i. Application opens November 1<sup>st</sup>
  - f. Preparing an Economic Development Strategic Action Plan (Economic Leadership LLC)
    - i. Presentation in December 2020

- g. Finalizing a Water/Sewer Rate Study for the next five years (Envirolink)
    - i. Presentation in November 2020
  - h. Review of development ordinances – 160D related to significant changes by the NC General Assembly (TJCOG)
    - i. Review begins January – July 2021
2. Governor Cooper recently announced moving into Phase 3 effective October 2<sup>nd</sup> at 5pm. The lifting of restrictions are as follows:
- a. Large outdoor venues with seating greater than 10,000 may operate with 7% occupancy;
  - b. Smaller outdoor venues may operate outdoors at 30% capacity, or 100 guests, whichever is less;
  - c. Movie theaters at 30% capacity;
  - d. Bars may operate outdoors at 30% capacity;
  - e. Amusement parks may open at 30% capacity;
  - f. The limits on mass gatherings will remain at 25 indoors and 50 people outdoors;
  - g. The 11pm curfew on alcohol sales for in-person consumption will be extended to October 23<sup>rd</sup>.
3. And lastly, during COVID-19, the Town's loss of revenue exceeded \$110,000. Due to the Gov's Executive Order, individual repayment plans had to be issued and signed by every account holder. The number was reduced to 252 residents, and by the efforts of staff, the current number is as follows:
- a. Paid in full – 129
  - b. Payment arrangement – 98
  - c. Moved out/other – 11
  - d. No response – 14

The week of September 28<sup>th</sup>, the Utility Department earned their pay. There were approximately 200 cut-offs on that day, therefore, residents rushed in to pay their accounts in full, not very happy, and one escorted out of the building by police. The line extended out the front door of Town Hall. An assist by Veronica and Melissa to help operate the front counter, and Hans riding with Jimmy to help cut account holders back on was outstanding. In addition, the Public Works Department earned a 14-hour day with the cut-offs/cut-ons.

### **Mayor & Town Board Reports**

**Adjournment:** Being no further business, the Town Board voted unanimously to adjourn the meeting at 8:11pm.

**Motion:** Commissioner Hawley

**Vote:** Unanimous, 3-0

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Robert K. Smith, Mayor

Attest:

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Veronica Hardaway, Town Clerk

# NEW BUSINESS



## Board of Commissioners Agenda Report

55 N Broad Street W.  
PO Box 278  
Angier, NC 27501  
[www.angier.org](http://www.angier.org)

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**MEETING DATE:** November 3, 2020  
**PREPARED BY:** Hans Kalwitz  
**ISSUE** Board Budget Amendment #5  
**CONSIDERED:**  
**DEPARTMENT:** Finance

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### **SUMMARY OF ISSUE:**

This budget amendment recognizes the Board of Commissioners motion to use our CARES Act distribution for hazard pay. All of the CARES Act distribution was placed in the General Fund, a bit of which needs to be transferred to the Water & Sewer Fund. Through approving this amendment, the Board recognizes a transfer of the CARES Act distribution from the General Fund into the Water & Sewer Fund.

In so doing, this will increase the Water & Sewer Fund by \$29,842. To elaborate, revenue will be increased by \$29,842 and allowable spending within associated expenditure lines will be increased accordingly.

### **FINANCIAL IMPACT:**

This budget amendment will increase the Water & Sewer Fund by \$29,842.

**RECOMMENDATION:** N/A

### **REQUESTED MOTION:**

Motion to adopt FY 2021 Board Budget Amendment #5

### **REVIEWED BY TOWN MANAGER:**

This has been reviewed by the Town Manager.

**Attachments:** Budget Amendment #5



# *Town of Angier*

## Board Approved Budget Amendment # 5

Be it hereby ordained by the Town Council of the Town of Angier that the following amendments be made to the Budget Ordinance adopted on the 16<sup>th</sup> day of June, 2020 (as well as subsequent amendments) as follows:

Water & Sewer (60 Fund)				
Water & Sewer Revenue	Line Item	Budget	Change	Amended Budget
CARES ACT	60-3300-0000	-	↑ 29,842	29,842
<b>Total Revenue Budget</b>		4,707,545	29,842	4,737,387
Water Department	Line Item	Budget	Change	Amended Budget
SALARIES-FULL-TIME	60-9002-0002	327,108	↑ 12,666	339,774
FICA	60-9002-0005	25,512	↑ 969	26,481
RETIREMENT	60-9002-0007	33,849	↑ 1,286	35,135
<b>Total Budget Expenditures for Dept 9002</b>		1,732,649	14,921	1,747,570
Sewer Department	Line Item	Budget	Change	Amended Budget
SALARIES-FULL-TIME	60-9003-0002	327,108	↑ 12,666	339,774
FICA	60-9003-0005	25,512	↑ 969	26,481
RETIREMENT	60-9003-0007	33,849	↑ 1,286	35,135
<b>Total Budget Expenditures for Dept 9003</b>		1,918,429	14,921	1,933,350



## *Town of Angier*

### Board Approved Budget Amendment # 5

Be it hereby ordained by the Town Council of the Town of Angier that the following amendments be made to the Budget Ordinance adopted on the 16<sup>th</sup> day of June, 2020 (as well as subsequent amendments) as follows:

**Motion to adopt FY 2021 Board Approved Budget Amendment #5**

Adopted this the 3<sup>rd</sup> day of November, 2020

\_\_\_\_\_  
Robert K. Smith, Mayor

Attest:

\_\_\_\_\_  
Veronica Hardaway, Town Clerk





## Board of Commissioners Agenda Report

55 N Broad Street W.  
PO Box 278  
Angier, NC 27501  
[www.angier.org](http://www.angier.org)

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**MEETING DATE:** November 2, 2020  
**PREPARED BY:** Veronica Hardaway  
**ISSUE** Bike Fest 2021  
**CONSIDERED:**  
**DEPARTMENT:** Administration

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### **SUMMARY OF ISSUE:**

Securing dates for Bike Fest 2021; the first weekend in June (Friday June 4<sup>th</sup> & Saturday June 5<sup>th</sup>). Also requesting to rent the Depot and Depot Square as well as closing Broad Street.

### **FINANCIAL IMPACT:**

N/A

### **RECOMMENDATION:**

Staff recommends approval of Bike Fest dates

### **REQUESTED MOTION:**

### **REVIEWED BY TOWN MANAGER:**

### **Attachments:**

# MANAGER'S REPORT & STAFF REPORTS

# Memo

**To:** Gerry Vincent, Town Manager  
**From:** Bill Dreitzler, P.E., Town Engineer  
**Date:** October 28, 2020  
**Re:** November 2020 BOC Meeting - Engineer's Staff Report

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Please consider my staff report for the scheduled November 3, 2020 Board of Commissioners meeting:

## **Hwy 210 Sidewalk Extension Project**

Final approvals have been received from NCDOT and the CAMPO Executive Committee has authorized the project to move to construction authorization. The project is currently in the hands of NCDOT Division 6 for authorization to advertise for bids. The project is on hold with other NCDOT projects due to the budget issues. It is possible this project could be released since we have a "designated funding source". However, at present we are on hold status. **The current NCDOT LET date for this project is 5-18-2021. The project is ready to advertise for bids upon authorization. Based on the current LET date, we would advertise in March 2021.**

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

Based on recent communication with NCDOT, we anticipate the authorization to advertise a Request for Qualifications (RFQ) after October 1, 2020. The current project schedule is:

- Advertise RFQ: October 7, 2020
- Award Engineering: December 1, 2020
- CE Completion (Environmental): April 30, 2021
- ROW Completion: December 31, 2022
- LET Project for Construction: May 17, 2022
- Complete Construction: December 2022

**On October 13<sup>th</sup> during communications with NCDOT and CAMPO, Gretchen Vetter, CAMPO offered the following status:**

"Since NCDOT is only allowing CAMPO to move a certain amount of funding forward at a given time, we are working on setting up a list of all projects that are wishing to move forward to determine if we can have all projects go at once, or if we need to stagger the projects. We hope to have this information ready as soon as possible so we can keep projects moving. I will make sure to note that this project is wishing to move forward with the PE phase to advertise ASAP."

## **Wastewater Inflow/Infiltration Evaluation**

The project is on-going. The scope has been increased to include manholes in need of repair, but not those that necessarily were identified in the inflow/infiltration study. Some of the most deteriorated are those manholes that receive flow from a force main. After field evaluations of the condition of these additional manholes, we had the contractor price the additional work. **Our contractor, CMT is set to resume work on the manhole rehabilitation project the week of October 26, 2020.**

## **Wastewater Collection and Water System Master Plan**

We are assembling copies of plans needed to update our Wastewater Collection and Water System Master Plans. The existing system maps were last updated in 2015 so plans for all new construction since that time are needed to accurately update our mapping. In addition, our "Future Water Distribution System" map has not been updated since 2007. Once we have assembled all of the post 2015 mapping, we will be requesting a proposal to update the Existing Wastewater Collection System Plan, Existing Water System Plan and Future Water Distribution System

Master Plan. We will also evaluate the creation of a Future Wastewater Collection System Master Plan. We are targeting the end of the year for completion. No change of status since last month's report.

#### **Utility Rate Study Update**

A Final Draft of the Utility Rate Study has been reviewed by staff and Envirolink is prepared to present the findings and Final Report at the Board of Commissioners Meeting.

#### **Construction Standards**

Our first effort will be the red-lining of water and sewer details. Staff will be utilizing the City of Raleigh details as a base and red-lining these details to fit our Town of Angier requirements. Once we have completed the red-lines, an engineering technician will be secured to make the edits, place the details on Angier title blocks and number to match our Construction Standards Table of Contents. In conjunction with this effort, staff is in the process of re-writing the technical specification portion of the Construction Standards.

#### **Sanitary Sewer Flow Tracking**

Through September 2020 our Average Daily Flow (ADF) to the North Harnett Regional Wastewater Treatment Plant is 0.599 MGD or roughly 60% of our 1.008 MGD treatment allocation. We are currently tracking 0.391 MGD in obligated but not yet tributary flows (11 different active developments). Therefore, our ADF + NYT flow is 98.2.0% of our allocation in the North Harnett Regional Plant or 82% of our overall treatment capacity when accounting for permitted treatment capacity at the land application facility at the end of Campbell Street.

#### **Pump Station #1 – Dupree Street**

Final Plans for this project have been submitted and staff is in the process of completing our review and comment. The current Opinion of Cost for the pump station replacement and force main is \$891,000.

#### **Pump Station #6 – Capacity Analysis**

Pump Station #6 is located at the Town's Lagoon and receives nearly 95% of our wastewater flow. Based on recent evaluations, PS6 is nearing its capacity limits. Timmons Group was secured to provide the evaluation and the project is in-progress. We will be evaluating the overall drainage basin for PS6 and determine what level of future growth is anticipated within that drainage basin. The net results of the Study will be to determine what upgrades and/or replacement will be necessary to plan for the future growth such that a capital project can be developed and included within our Capital Improvement Plan.

#### **Drainage Evaluation – Southwest Angier Drainage Basin**

Staff is in the process of developing a Scope of Service to evaluate the flooding/drainage issues that are present in an area generally defined as the southwest quadrant of Hwy 210 and Hwy 55. There is a history of flooding along Hwy 210 in the North Johnson and North Park Street areas. Our intent is to develop the study scope of services and then prepare an RFLOI and solicit letters of interest from qualified engineering firms with specific expertise in storm drainage evaluations. This phase of the project evaluation will not have any cost implications for the Town. Once a qualified firm is selected, a fee proposal would be prepared and reviewed by staff prior to any recommendation to the Board of Commissioners.

#### **Miscellaneous**

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

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

Sincerely,



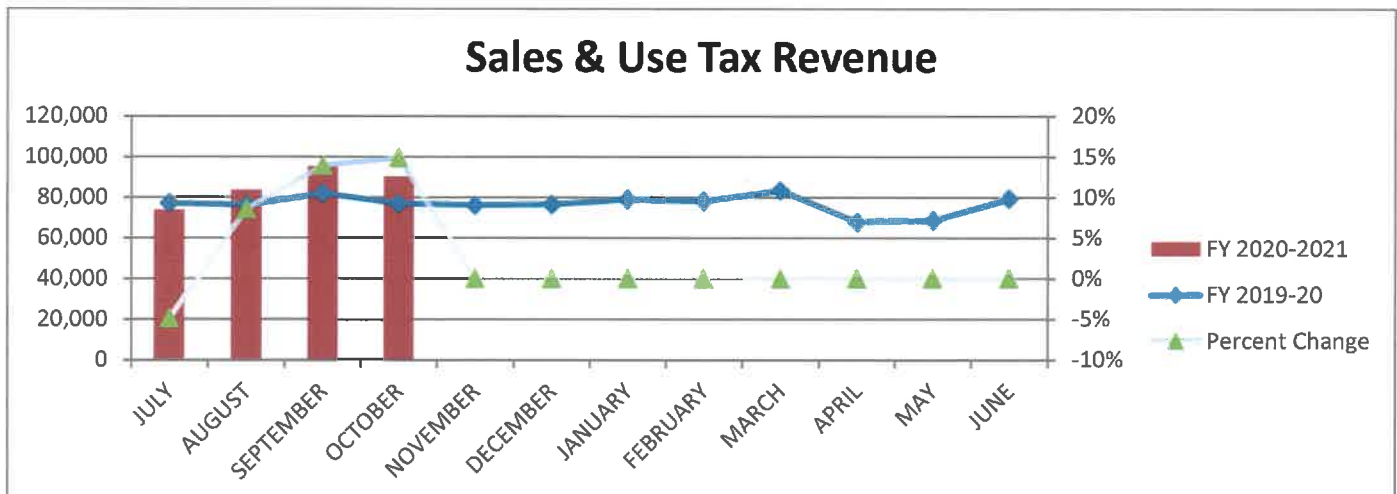
Bill Dreitzler, P.E., Town Engineer

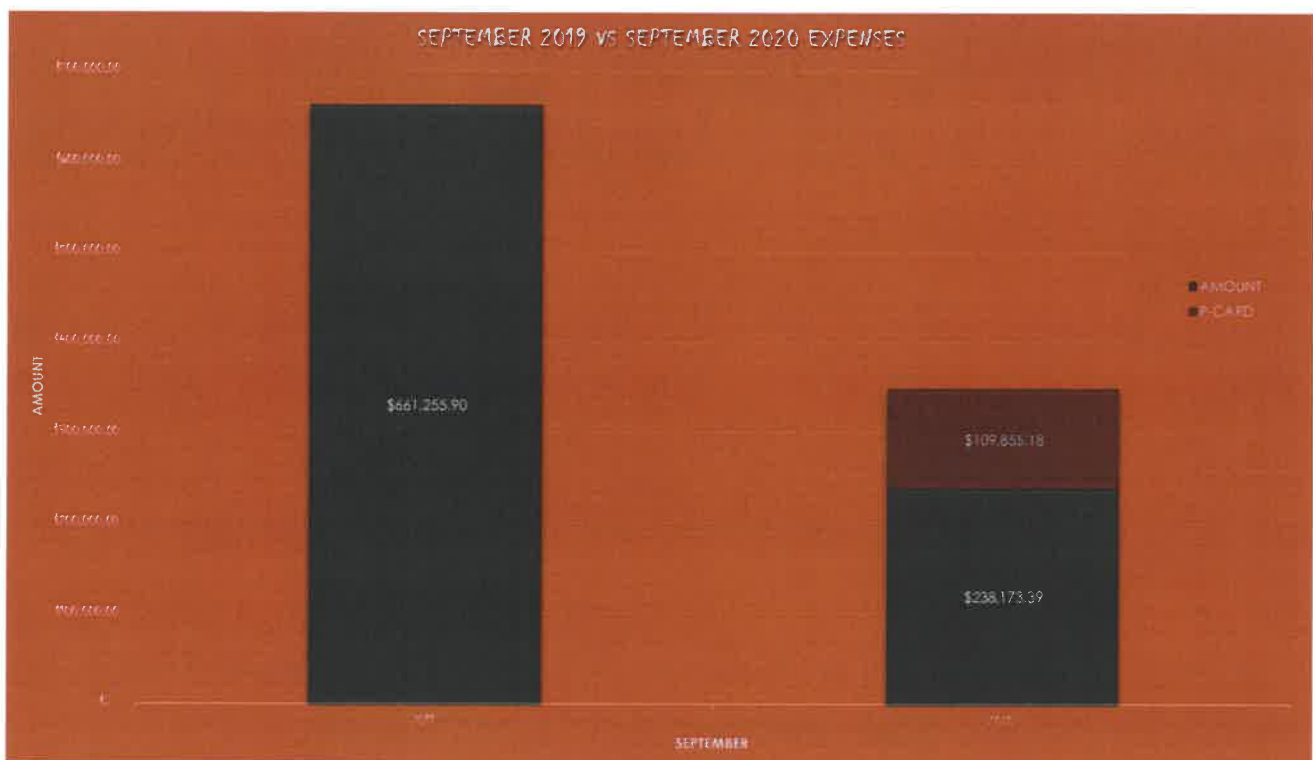


## FINANCE MONTHLY REPORT FOR THE MONTH OF: September 2020

- Processed payroll on 9/4/20 \$5,826.56, 9/11/20 \$53,805.40 and 9/25/20 \$55,225.09(these are the net figures)
- Compiled & Submitted Monthly Retirement Report on 9/30/20 \$24,795.83
- Remitted Federal & State payroll tax on 9/4/20, 9/11/20 and 9/25/20
- Invoiced Harnett County SRO Contract for September 2020 \$5,163.61
- Sent out reminders for annual evaluations
- Set up Biometric Screening and Flu Clinic
- Assisted with new Tyler software meetings every two weeks
- Advertised for vacant Public Works position

SALES AND USE TAX ANALYSIS 2012-2020								
	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-2021
JULY	\$ 41,365.95	\$ 45,037.32	\$ 50,244.39	\$ 56,084.29	\$ 66,869.58	\$ 65,195.40	\$ 77,370.47	\$ 73,777.08
AUGUST	\$ 46,654.79	\$ 45,670.51	\$ 49,930.99	\$ 55,557.40	\$ 61,087.65	\$ 72,533.17	\$ 76,455.85	\$ 83,580.63
SEPT	\$ 49,086.63	\$ 52,446.12	\$ 55,797.12	\$ 67,886.26	\$ 66,601.23	\$ 73,538.08	\$ 82,101.99	\$ 95,415.88
OCT	\$ 45,287.95	\$ 43,269.18	\$ 53,165.24	\$ 52,701.25	\$ 61,370.24	\$ 58,542.31	\$ 76,940.98	\$ 90,420.40
NOV	\$ 41,332.42	\$ 50,359.42	\$ 43,719.03	\$ 60,488.28	\$ 65,335.23	\$ 66,991.57	\$ 76,243.84	\$ -
DEC	\$ 36,683.68	\$ 39,041.39	\$ 51,358.88	\$ 62,670.74	\$ 67,374.14	\$ 69,018.88	\$ 76,768.83	\$ -
JAN	\$ 40,005.53	\$ 49,563.38	\$ 48,985.49	\$ 60,488.28	\$ 59,520.04	\$ 71,875.13	\$ 79,174.71	\$ -
FEB	\$ 46,362.69	\$ 46,618.33	\$ 50,354.19	\$ 64,688.65	\$ 68,248.48	\$ 75,991.44	\$ 78,426.77	\$ -
MARCH	\$ 48,422.31	\$ 58,298.98	\$ 60,691.74	\$ 73,243.06	\$ 75,235.74	\$ 80,537.79	\$ 83,543.99	\$ -
APRIL	\$ 38,785.44	\$ 44,937.03	\$ 44,835.77	\$ 53,970.97	\$ 57,544.30	\$ 65,539.52	\$ 67,996.27	\$ -
MAY	\$ 42,789.11	\$ 42,622.56	\$ 47,875.96	\$ 60,008.79	\$ 58,211.82	\$ 64,390.11	\$ 68,856.81	\$ -
JUNE	\$ 48,162.72	\$ 47,167.89	\$ 57,925.24	\$ 70,884.97	\$ 71,628.50	\$ 82,125.20	\$ 79,460.71	\$ -
TOTAL	\$ 524,939.22	\$ 565,032.11	\$ 614,884.04	\$ 738,672.94	\$ 779,026.95	\$ 846,278.60	\$ 923,341.22	\$ 343,193.99
Increase/(Decrease) Previous FY	\$ -	\$ 40,092.89	\$ 49,851.93	\$ 123,788.90	\$ 40,354.01	\$ 67,251.65	\$ 75,260.41	\$ 30,324.70
% Growth	0.00%	7.10%	8.11%	16.76%	5.18%	7.95%	8.35%	8.84%





FY 2019 significant discrepancy compared to FY 2021 is due to the transactions below:

- Core & Main (two checks totaling): \$274,063.47
- Interlocal Risk Financing Fund: \$57,172.78
- Capital Chevrolet: \$52,960.00



## UTILITIES USAGE AND REVENUE SUMMARY

	FY 2019-2020		FY 2020-2021		% CHANGE USAGE	% CHANGE REVENUE
	USAGE	REVENUE	USAGE	REVENUE		
JULY	22,951,536	\$ 196,885.39	21,939,778	\$ 197,470.30	-4.41%	0.30%
AUGUST	21,396,184	\$ 189,638.86	25,625,384	\$ 220,784.34	19.77%	16.42%
SEPTEMBER	21,821,213	\$ 193,342.47	25,141,617	\$ 219,273.15	15.22%	13.41%
OCTOBER	19,010,969	\$ 180,700.65			-100.00%	-100.00%
NOVEMBER	19,417,795	\$ 182,938.84			-100.00%	-100.00%
DECEMBER	21,789,979	\$ 190,420.08			-100.00%	-100.00%
JANUARY	17,929,158	\$ 176,249.42			-100.00%	-100.00%
FEBRUARY	19,582,947	\$ 182,507.22			-100.00%	-100.00%
MARCH	19,792,841	\$ 185,637.31			-100.00%	-100.00%
APRIL	21,100,726	\$ 190,595.32			-100.00%	-100.00%
MAY	20,263,941	\$ 188,076.51			-100.00%	-100.00%
JUNE	26,458,902	\$ 218,192.63			-100.00%	-100.00%
Y-T-D TOTAL	66,168,933	579,867	72,706,779	637,528	9.88%	9.94%
MONTHLY AVERAGE	20,959,683	189,599	24,235,593	212,509	15.63%	12.08%

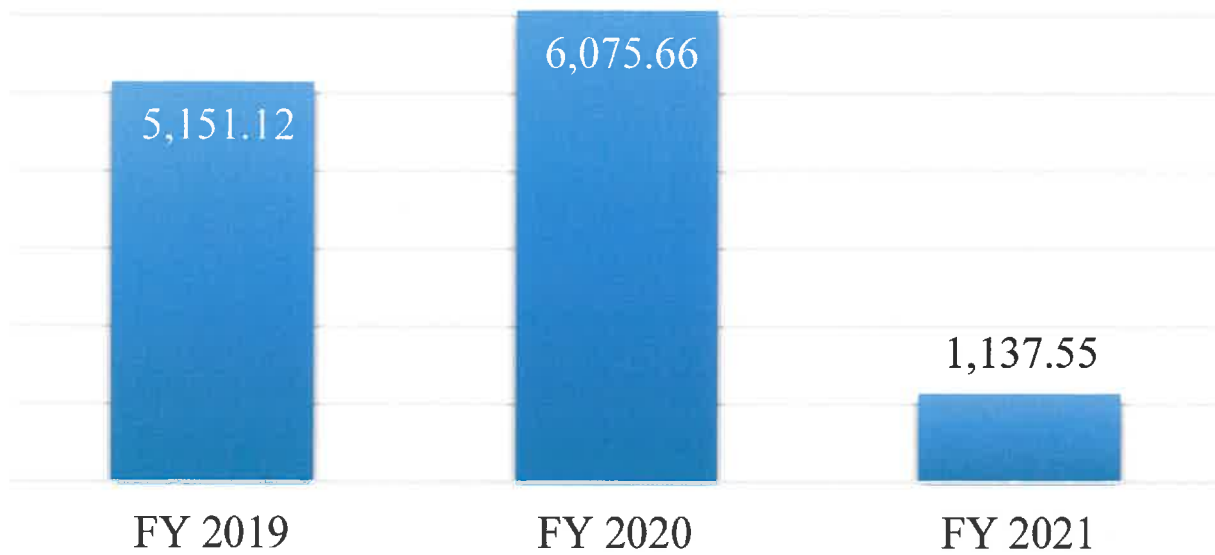


FY 2019 - 2020				FY 2020 - 2021				Profit/Loss		
2019-2020	Late Fees/ Reconnection fees	Activation Fees	NSF fees	Late Fees/ Reconnection fees	Activation Fees	NSF fees	Late/ Reconn Fees	Activation fees	NSF fees	
July	\$ 8,344.98	\$ 1,260.00	\$ 208.00	\$ -	\$ 2,380.00	\$ 50.00	\$ (8,344.98)	\$ 1,120.00	\$ (158.00)	
August	\$ 8,175.00	\$ 1,680.00	\$ 179.00	\$ 10,185.29	\$ 1,785.00	\$ 25.00	\$ 2,010.29	\$ 105.00	\$ (154.00)	
September	\$ 8,800.00	\$ 1,715.00	\$ 275.00	\$ 14,562.01	\$ 1,715.00	\$ 100.00	\$ 5,762.01	\$ -	\$ (175.00)	
October	\$ 7,490.00	\$ 1,680.00	\$ 133.00				\$ -	\$ -	\$ -	
November	\$ 8,755.00	\$ 1,750.00	\$ 212.00				\$ -	\$ -	\$ -	
December	\$ 8,985.00	\$ 1,470.00	\$ 175.00				\$ -	\$ -	\$ -	
January	\$ 7,190.00	\$ 2,310.00	\$ 208.00				\$ -	\$ -	\$ -	
February	\$ 8,840.00	\$ 1,155.00	\$ 75.00				\$ -	\$ -	\$ -	
March	\$ -	\$ 1,365.00	\$ 125.00				\$ -	\$ -	\$ -	
April	\$ -	\$ 2,205.00	\$ 225.00				\$ -	\$ -	\$ -	
May	\$ -	\$ 1,785.00	\$ 75.00				\$ -	\$ -	\$ -	
June	\$ -	\$ 1,750.00	\$ 1,890.00				\$ -	\$ -	\$ -	
Subtotal:	\$ 66,579.98	\$ 20,125.00	\$ 3,780.00	\$ 24,747.30	\$ 5,880.00	\$ 175.00	\$ (572.68)	\$ 1,225.00	\$ (487.00)	



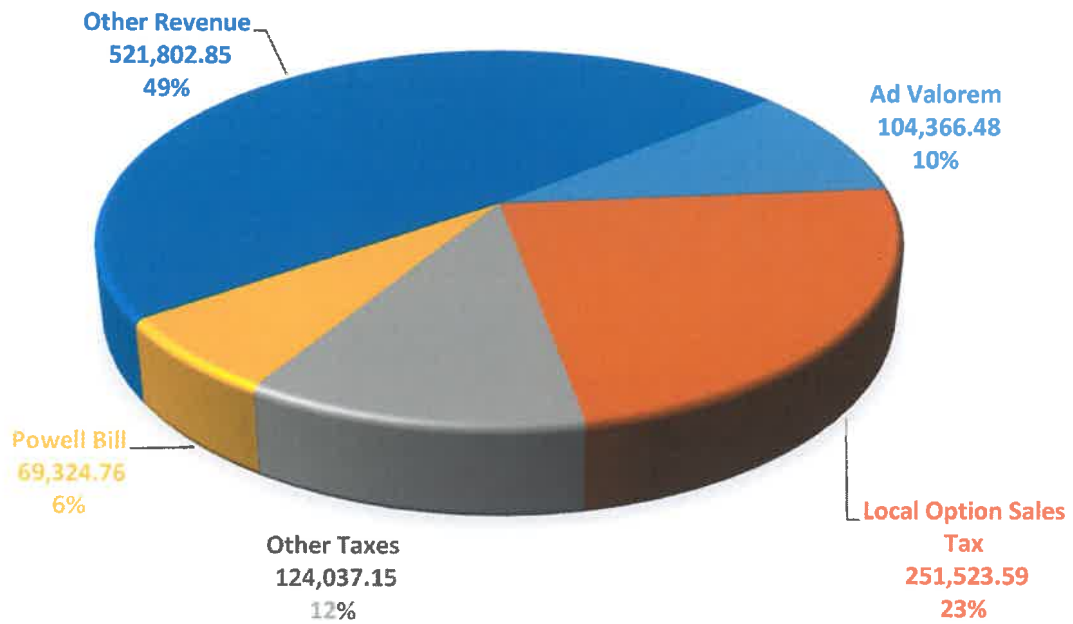


## (Recovered Utility Delinquencies)





### GENERAL FUND REVENUE (INCLUDING POWELL BILL)

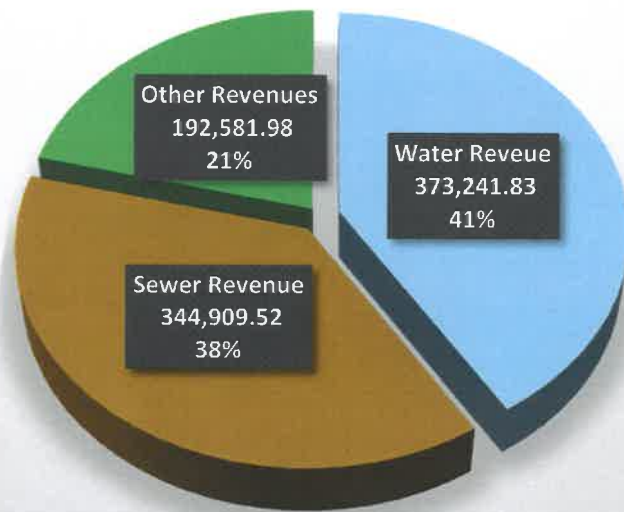








## Water & Sewer Fund Revenue





## Water & Sewer Fund Departmental % Spent Relative to Month within Fiscal Year 2020

Percentage Relative to Month of FY  
24.93%





## FY 2021 Cash Flow Report

Months	General Fund*	Powell Bill	HWY 210 Project	Wake County Tank Project	Water & Sewer Fund*	Water & Sewer CRF	Angier Elementary		Total Cash Flow
							Drainage Project	Debt Service Reserve Fund	
July	(356,300.64)	78,960.64	4,693.09	3.33	932,033.49	-	15,190.89	142,763.00	817,343.80
August	(477,606.97)	77,787.06	4,693.09	3.33	992,663.28	-	15,190.89	142,763.00	755,493.68
September	(355,949.10)	20,012.00	4,693.09	3.33	1,537,271.08	-	15,190.89	142,763.00	1,363,984.29
October	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-

## FY 2021 Investment of Idle Funds Report

Total Cash and Investments Graph								
TOTAL CASH & INVESTMENTS								
Months	NCCMT General Fund	NCCMT W/S Fund	First Bank General Fund	First Bank W/S Fund	First Bank CD	First Bank G/F CD	First Bank W/S CD	Total Investments
July	2,977,100.80	442,984.11	1,000,000	1,500,000	422,852.14	1,499,203.05	1,499,203.05	7,842,140.10
August	3,061,773.21	443,131.02	1,000,000	1,500,000	422,852.14	1,499,203.05	1,499,203.05	7,926,959.42
September	3,339,182.58	1,343,448.44	1,000,000	-	422,852.14	1,499,203.05	1,499,203.05	7,604,686.21
October	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-

A 3D pie chart illustrating the composition of total cash and investments. The chart is divided into two segments: a large orange segment representing 'Investments' at 84.79%, and a smaller blue segment representing 'Cash' at 15.21%. The chart is viewed from an angle, giving it depth.

Category	Percentage
Investments	84.79%
Cash	15.21%





## Statement of Revenues & Expenditures (as of September 30, 2020)

General Fund				
	Budget	YTD	Variance	Percentage
<b>Revenues:</b>				
Ad Valorem Taxes	1,754,500	104,366.48	(1,650,133.52)	5.95%
Motor Vehicle Tax	218,500	65,892.63	(152,607.37)	30.16%
Local Option Sales Tax	850,805	251,523.59	(599,281.41)	29.56%
Other Taxes	319,109	58,144.52	(260,964.48)	18.22%
State Grant Revenue	49,850	12,628.20	(37,221.80)	25.33%
Permits and Fees	458,150	153,767.53	(304,382.47)	33.56%
Recreation Department Fees	61,050	33,046.00	(28,004.00)	54.13%
Investment Earnings	14,000	2,814.36	(11,185.64)	20.10%
Other General Revenues	193,395	319,546.76	126,151.76	165.23%
Fund Balance Appropriated	706,920	-	(706,920.00)	0.00%
<b>Total Revenues</b>	<b>4,626,279</b>	<b>1,001,730.07</b>	<b>(3,624,548.93)</b>	<b>21.65%</b>
<b>Expenditures:</b>				
Administration	712,263.00	240,521.21	471,741.79	33.77%
Street & Sanitation	783,213.00	179,824.80	603,388.20	22.96%
Police	1,345,004.00	316,787.22	1,028,216.78	23.55%
Library	238,767.00	52,863.88	185,903.12	22.14%
Parks & Recreation	394,948.00	62,818.33	332,129.67	15.91%
Planning & Zoning	407,905.00	90,155.03	317,749.97	22.10%
Depot	25,000.00	2,159.19	22,840.81	8.64%
Debt Service Obligations:				
Interest	9,675.00	9,675.00	-	100.00%
Principle	83,334.00	83,333.33	0.67	100.00%
Inter-Fund Transfers	626,170.00	-	626,170.00	0.00%
<b>Total Expenditures</b>	<b>4,626,279</b>	<b>1,038,137.99</b>	<b>3,588,141.01</b>	<b>22.44%</b>
Revenues over Expenditures (Spread) ----->		<b>(36,407.92)</b>		





## Statement of Revenues & Expenditures (as of September 30, 2020)

Powell Bill				
	Budget	YTD	Variance	Percentage
<b>Revenues:</b>				
State Aid-Street	140,628	69,321.60	(71,306.40)	49.29%
Investment Earnings	-	3.16	3.16	0.00%
Fund Balance Appropriated	-	-	-	0.00%
<b>Total Revenues</b>	<b>140,628</b>	<b>69,324.76</b>	<b>(71,303.24)</b>	<b>49.30%</b>
<b>Expenditures:</b>				
Equipment Maintenance	6,000.00	1,177.64	4,822.36	19.63%
Fuel	1,000.00	-	1,000.00	0.00%
Materials	10,000.00	760.10	9,239.90	7.60%
Contracted Service	123,628.00	-	123,628.00	0.00%
<b>Total Expenditures</b>	<b>140,628</b>	<b>1,937.74</b>	<b>138,690.26</b>	<b>1.38%</b>
Revenues over Expenditures (Spread) ----->		<b>67,387.02</b>		

## Statement of Revenues & Expenditures (as of September 30, 2020)

Water & Sewer Fund				
	Budget	YTD	Variance	Percentage
<b>Revenues:</b>				
Water Sales	1,381,649	373,241.83	(1,008,407.17)	27.01%
Sewer Sales	1,308,304	344,909.52	(963,394.48)	26.36%
Investment Earnings	35,400	10,358.02	(25,041.98)	29.26%
Late Fees/Reconnections	65,000	23,850.00	(41,150.00)	36.69%
Other Operating Revenues	1,917,192	182,223.96	(1,734,968.04)	9.50%
Transfer from W/S Capital Reserve	-	-	-	0.00%
<b>Total Revenues</b>	<b>4,707,545</b>	<b>934,583.33</b>	<b>(3,772,961.67)</b>	<b>19.85%</b>
<b>Expenditures:</b>				
Water Operations	1,732,649.00	310,707.98	1,421,941.02	17.93%
Sewer Operations	1,918,429.00	271,465.29	1,646,963.71	14.15%
Smith Drive Regional Pump Station	544,700.00	85,137.95	459,562.05	15.63%
Lagoon	87,550.00	3,845.51	83,704.49	4.39%
Debt Service				
Principal	240,231.00	-	240,231.00	0.00%
Interest	168,286.00	-	168,286.00	0.00%
Debt Service Reserve	15,700.00	-	15,700.00	0.00%
<b>Total Expenditures</b>	<b>4,707,545</b>	<b>671,156.73</b>	<b>4,036,388.27</b>	<b>14.26%</b>
Revenues over Expenditures (Spread) ----->		<b>263,426.60</b>		



Statement of Revenues & Expenditures (as of September 30, 2020)				
HWY 210/Park Street Sidewalk Extension Project Fund				
	Budget	YTD	Variance	Percentage
<b>Revenues:</b>				
Interest on Investments	-	1.24	1.24	0.00%
NC Department of Transportation	516,006	56,093.68	(459,912.32)	10.87%
Payment in Lieu of Sidewalk	-	20,000.00	20,000.00	0.00%
Transfer from General Fund	257,920	10,316.00	(247,604.00)	4.00%
<b>Total Revenues</b>	<b>773,926</b>	<b>86,410.92</b>	<b>(687,515.08)</b>	<b>11.17%</b>
<b>Expenditures:</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Percentage</b>
Engineering	3,413.00	81,717.78	(78,304.78)	2394.31%
Construction	770,513.00	-	770,513.00	0.00%
<b>Total Expenditures</b>	<b>773,926</b>	<b>81,717.78</b>	<b>692,208.22</b>	<b>10.56%</b>
Revenues over Expenditures (Spread) ----->		<b>4,693.14</b>		

Statement of Revenues & Expenditures (as of September 30, 2020)				
Angier Elementary Drainage Project Fund				
	Budget	YTD	Variance	Percentage
<b>Revenues:</b>				
Transfer from General Fund	-	-	-	0.00%
Harnett County Board of Education	14,907	50,000.00	35,093.00	335.41%
Interest on Investments	-	283.54	283.54	0.00%
<b>Total Revenues</b>	<b>14,907</b>	<b>50,283.54</b>	<b>35,376.54</b>	<b>337.31%</b>
<b>Expenditures:</b>	<b>Budget</b>	<b>YTD</b>	<b>Variance</b>	<b>Percentage</b>
Construction	14,907.00	35,092.65	(20,185.65)	235.41%
<b>Total Expenditures</b>	<b>14,907</b>	<b>35,092.65</b>	<b>(20,185.65)</b>	<b>235.41%</b>
Revenues over Expenditures (Spread) ----->		<b>15,190.89</b>		



## Town of Angier

[www.angier.org](http://www.angier.org)

Robert K. Smith  
Mayor

Gerry Vincent  
Town Manager

Veronica Hardaway  
Town Clerk

### **Library Report – October 2020**

October was a busy month at the library. We had our first book club for adults on the first Thursday of the month. There were 11 books given out to patrons interested in the club, and we had a great first discussion of how we would choose future books. We also had our second Lego Club, and had 19 kids in attendance. Everyone was respectful of space and mask use and there was great feedback from both kids and parents. Our story time continues on Tuesdays and we have had steady attendance with low numbers and social distancing. Our special programs this month also included a reading challenge for all aged children called “Poke a Pumpkin” that was a big success. We had over 40 prizes given out throughout the month. We also hosted a spooky library event every night the last week of the month for children to dress up and explore all the decorations in the dark and trick or treat with staff. This was a huge success with kids and parents alike. We were able to ensure there was social distancing followed during the event, and sanitized surfaces that were touched after each family came through. This wasn’t the trunk or treat we normally host, but this was a great opportunity to get children into the library to celebrate Halloween and dress up. We also had a pumpkin painting contest this month, with 2 weeks for children to paint pumpkins here at the library, and then 2 weeks of voting in 4 different categories. This was very popular with 41 pumpkins painted.

We made great headway with our StoryWalk at Jack Marley Park this month. We received a donation of all the wood for the posts, along with the donation for costs of plexiglass and hardware. A huge thank you to Jimmy Cook and the Public Works department for all of their help with this program and the installation of the posts. Without their help, this program would not have been possible. We also have to thank Parks and Rec for their willingness to work with us and locate the best places to put the permanent posts.

This month we continued to see steady in person use of the library for both checking out books as well as computer use. We are using a new printing service through the county library system that allows patrons to use their personal computers or phones to print without having to touch a public computer. This service also allows them to send print jobs from their home computer and we can release them at the library when they come in. Our library had 40 uses of this service in our month-long trial, and the main library has chosen to continue this service.

Our building began to get the sign painted on the front in the last week of the month. Due to Covid-19 there were setbacks in scheduling the painting, but it was finally able to be started.

I have to thank my full-time staff for all their hard work this month with our many programs. They were instrumental in getting decorations made, flyers designed, and the library decorated for our big events. Their willingness to put in the extra effort was very much



## Town of Angier

[www.angier.org](http://www.angier.org)

Robert K. Smith  
Mayor

Gerry Vincent  
Town Manager

Veronica Hardaway  
Town Clerk

appreciated and made this month a success in our first holiday during the pandemic. We were able to offer more programs than planned because of the time and effort that they put in.

**Katy Warren**  
**Library Director**

<b>Door Count</b>	1,553 (10/28)
<b>Hours Open to the public</b>	159
<b>Paperback Exchange Books Circulated</b>	0
<b>Curbside Patrons Served</b>	0
<b>Volunteers</b>	0
<b>Volunteer Hours</b>	0
<b>*Reference Questions</b>	0
<b>Notaries</b>	0
<b>Book-A-Librarian</b>	0
<b>Tests Proctored</b>	0

	# of Programs	Program Attendance
Children's Programs in Library	7	51
Children's Programs Outside Library	1	110
YA Programs in Library	0	0
YA Programs Outside Library	1	5
Adult Programs in Library	1	9
Adult Programs Outside Library	0	0
Meeting Room Use	0	0

# of Virtual Programs by Category (Live and Recorded)				
Storytime	Book Club	Other Children's	Other YA	Other Adult

# Programs Live Streamed	0
# Unique or peak views of live stream (Do not include on-demand views of previously live streamed programs)	0
# On Demand views (Include on-demand views of originally live-streamed programs. If using Facebook, report 1 minute views.)	0

<b># Recorded Programs</b> <i>(Do not include programs that were originally streamed live and then made available as recordings. Recorded streaming programs must have been sponsored or co-sponsored by the library. Do not count programs that were promoted by the library but created by another organization.)</i>	0
<b># Views of Recorded Programs</b> <i>(Do not include programs that were originally streamed live and then made available as recordings.)</i>	0

[illegible]

**\*Reference Questions**-Reference questions are no longer categorized by general, technology, or job/career. Simply count all questions and record the total number above. You may choose to count every question during the month or provide a sampling count by counting 1 week and multiply by 4.

**\*\*Definitions:**

**Early Literacy Program**-any program for children birth to age 5 that involves activities that models and/or promotes pre-literacy skills such as vocabulary, print motivation, print awareness, narrative skills, letter knowledge and phonological awareness. Examples include but are not limited to activities such as reading aloud, storytelling, story related arts and crafts, music, nursery rhymes, readers' theatre, finger plays, flannel board stories and games, etc...

**STEM/STEAM Program**-any program or active play/discovery session in which the primary subject matter is related to science, technology, engineering, art and/or math. Examples include but are not limited to programs such as Lego club, arts/crafts, science experiments and demonstrations, computer coding, etc..

**Adult Literacy Program**-Library sponsored/supported programs or small group sessions in which the primary subject matter is related to adult literacy skills for ages 18 and up. Examples include but are not limited to programs or learning sessions for English as a second language learners, GED preparation, literacy coaching/tutoring, etc...

**MONTHLY REPORT**  
**ANGIER PARKS & RECREATION**  
**October 27, 2020**

- FALL BASEBALL, SOFTBALL AND T-BALL SEASON FINISHES UP NOVEMBER 2. WE HAVE 17 TEAMS THIS FALL AND 172 PARTICIPANTS. SEASON HAS BEEN A TREMENDOUS SUCCESS WITH EVERYONE VERY EXCITED ABOUT GETTING OUT AND ABOUT TO PLAY FALL BASEBALL.
- AS OF NOW WE HAVE BEEN INFORMED BY HARNETT COUNTY SCHOOLS THAT THEY WILL BE ALLOWING THE COUNTY REC PROGRAMS USE THE SCHOOL GYMNASIUMS ON SATURDAYS AND SUNDAYS PROVIDED WE PAY A CUSTODIAN TO COME IN AND SANITIZE AFTER USAGE. RIGHT NOW WE ARE GOING TO HAVE REGISTRATION FOR BASKETBALL AND CHEERLEADING FOR BASKETBALL FROM NOVEMBER 16 THROUGH DECEMBER 18. WE ARE GOING TO START BASKETBALL ON JANUARY 2 IF NOTHING CHANGES BETWEEN NOW AND THEN.
- WE HAVE CONTRACT FOR THE SECURITY CAMERAS TO BE INSTALLED AT JACK MARLEY PARK. THERE WILL BE 16 CAMERAS INSTALLED AT THE PARK WITH OUR STAFF AND THE POLICE DEPARTMENT HAVING ACCESS TO VIEW THE CAMERAS AT ANY TIME ON THEIR CELL PHONES. WE ARE HOPING TO HAVE ALL OF THE CAMERAS INSTALLED AND FUNCTIONAL BY DECEMBER 1.
- WE HAVE CONTRACTED PAVING AND FENCE COMPANY TO COMPLETE THE BASKETBALL COURT RENOVATIONS. THEY ARE SCHEDULED TO BEGIN LATE OCTOBER OR EARLY NOVEMBER. ALL WORK SHOULD BE COMPLETED BY DECEMBER 1.
- WE WILL BE GETTING QUOTES FOR THE PICNIC SHELTER DOWN BY NEW OFFICE AND FIELD 4 WITHIN THE NEXT MONTH OR SO. HOPING TO GET THAT WORK STARTED IN EARLY DECEMBER.



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



Robert K. Smith  
Mayor

Gerry Vincent  
Town Manager

**Planning and Inspections Department**  
**Monthly Report: October 2020**

**Permitting Totals – Month of October 2020:**

Total Permits Issued: **39**

Building Inspections Performed: **178**

New Construction Permits Issued - Residential: **13**

New Construction Permits Issued - Commercial: **0**

Total Fees Collected: **\$13,748.75**

**2020-2021 Fiscal Year Totals:**

New Construction - Residential: **57**

New Construction - Commercial: **0**

Total Fees Collected: **\$63,206.25**





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



Robert K. Smith  
Mayor

Gerry Vincent  
Town Manager

**Subdivisions – Current Status:**

***Southern Acres:*** Home Construction Nearing Build Out

***Whetstone Phase II:*** Construction Underway

***Bellewood:*** All Residential Phases Recorded, Home Construction Underway

***Kathryn's Retreat:*** Home Construction Underway, Phase III Nearing Recordation

***Coble Farms West:*** Construction Drawings Nearing Approval, Off-Site Utilities Pending

***Honeycutt Oaks PUD:*** Master Plan Approved, Pending Construction Drawing Approval

***Glen Meadow Phase II:*** Construction Underway

***Lynn Ridge:*** Construction Drawings Approved, Construction Underway

***Neill's Pointe*** (Formerly Tuscarora grove): Construction Drawings Nearing Approval

***Highland Ridge:*** Preliminary Plat Approved

***Kennebec Crossing:*** Special Use Permit Approved, Pending Preliminary Approval

***Spring Village PUD:*** Master Plan Conditionally Approved, Special Use Permit Approved

**Multifamily & Nonresidential Projects – Current Status:**

***La Mission De L'esprit Church*** (7975 NC 210 N.): Construction Completed

***Angier Plaza Phase II*** (W. Dupree St/Rawls Rd): Site Plan Approved for Restaurant, Retail, Office Uses; Pending Off-site Utilities

***Andrews Landing Townhomes*** (8316 S. NC 55 HWY): Site Plan Approved – 9 Townhome Building Permits Issued

*Code Enforcement Spreadsheet Attached*

# 2020 Code Enforcement Report

File Number	Site Address	Property Owner	Nature of Violation	Date Opened	Date Closed	Current Status
18-107	102 N Dunn St	Henry Williams	Minimum Housing Case	11/6/2018		Unfit for Habitation. Vacated and Closed March 15, 2019. Ordinance to Repair or Demolish Recorded 4/23 - Deadline: July 20th. Property sold Sept. 2020 - New Owner to repair dwelling.
19-021	191 W Lillington St	Rhunell Chatmon	Minimum Housing Case	2/25/2019		Vacated and Closed June 10, 2019. Owner in progress to convert structure to uninhabitable storage building.
19-158	91 S Johnson St	Patricia Olvera	Minimum Housing Case	10/14/2019		Unfit for Human Habitation. Ordinance to Vacate and Close Dwelling adopted by the Board on 3/3/2020. Dwelling Boarded 4/9/20.
19-159	67 S Cross St	Terry McDougald	Minimum Housing Case	10/14/2019		Unfit for Human Habitation. Ordinance to Vacate and Close Dwelling adopted by the Board on 3/3/2020. Dwelling Boarded 4/9/20.
19-178	738 Chalybeate Springs Rd	Lillian Wells	Unscreened Dumpster	1/3/2020		Appeal Denied. Citations Resumed
19-182	43 Fish Dr	Passport Door Systems, Inc.	Unscreened Dumpster	1/3/2020		Screening Nearing Completion
20-003	123 E Depot St	Curtis Perry	Unscreened Dumpster	1/2/2020		Civil Penalties Issued
20-013	167 Shelly Drive	Lane North Park Apts, LLC	Noncompliant Dumpster Enclosure	2/12/2020		9-29-20 Work In Progress towards compliance
20-019	201 W Lillington St	Jennie Scriven	Min Housing Case	4/9/2020		Property sold June 2020. New property owner in progress of renovating dwelling for habitation.
20-044	130 Oakwood Drive	Willie Mae McKoy	Occupancy prior to appvtd inspections	5/26/2020		Building Inspections in progress
20-046	72 Cindy Drive	Jennifer Williams	Shipping Container	5/29/2020		Citation Issued. Owner to Remove
20-057	50 N Dunn St	Shirley Hickman	Minimum Housing Case	6/30/2020		Min. Housing Hearing Held 9/3/20; Items to Correct - Deadline: 12/3/20
20-066	161 W Melver St	Morris Coats	Unpermitted Work	7/31/2020		Stop Work Order Issued, Tenant to Obtain Permits
20-77	59 S Park St	Lot Mora	Junked Vehicle	8/27/2020	10/8/2020	CLOSED
20-82	235 W Depot St	Jesus Perez	Potential Junked Vehicles	9/4/2020	10/27/2020	CLOSED
20-85	106 N Raleigh St	Valerie Gonzalez (Cell Phone Shop)	Permanent Banner	9/9/2020		Violation Letter Issued
20-87	66 W Williams St	Sergio Cortes (Thrifty's)	Permanent Banner	9/9/2020	10/19/2020	CLOSED
20-90	355 E Smithfield St	Rodney B. Smith	Potential Junked Vehicles	9/18/2020	10/27/2020	CLOSED
20-91	318 W Lillington St	Martha Rosas Rico	Expired Permits	9/24/2020		Notice of Expired Permits Issued
20-92	61 Hemlock Ct	Wayne Orie	Basketball hoop on street R-O-W	9/25/2020	10/27/2020	CLOSED
20-93	358 Alan Street	Robert Williams	Co-mingled limbs & trash	9/29/2020	10/8/2020	CLOSED
20-94	404 Circle Drive	Gary Adkins	Household Items non compliant	9/29/2020	10/8/2020	CLOSED
20-95	235 W Depot St	Jesus Perez	Debris at Street	10/8/2020	10/27/2020	CLOSED
20-96	231 W Church St	Alexis Aparicio	Goats in Town	10/19/2020		Violation Letter Issued
20-97	209 W Depot St	Jean Owen	Debris at Street	10/27/2020		Violation Letter Issued
<b>Mobile Home Park Inspections</b>						
	Lipscomb Rd (Lipscomb Road MHP)	Tanglewood Properties, LLC - Andrew Ingraham	Annual Park Inspection	10/21/2020		Initial Violation Letter Sent 10/28
	Layton Ln (Young's MHP)	Dale Young	Annual Park Inspection	10/20/2020		Initial Violation Letter Sent 10/28
	Emis Rd (Woods MHP)	Frank Woods	Annual Park Inspection	10/20/2020		Compliance Letter Sent 10/21
	Crestview Dr (Crestview MHP)	Har-Law Relian Corp. - Howard Babbitt	Annual Park Inspection	10/21/2020		Initial Violation Letter Sent 10/26
	W Church St (Honeycutt MHP)	Ted Honeycutt	Annual Park Inspection	10/20/2020		Initial Violation Letter Sent 10/28
	Lipscomb Rd (Wind Break MHP)	Clara Young	Annual Park Inspection	10/20/2020		Initial Violation Letter Sent 10/28



# Angier Police Department

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

Chief of Police  
Arthur R. Yarbrough, Jr.  
[ayarbrough@angier.org](mailto:ayarbrough@angier.org)

Date        October 27, 2020  
To         Town Manager Gerry Vincent  
From       Arthur R. Yarbrough, Jr

Subject Matter: October 2020 Police Activities  
Statistical Data

**\*\*Police activities for the month of September consisted of 2,993 calls for Service/Officer initiated activities (call logs). Officers investigated 42 (oca) incidents involving 30 offenses. Of the offenses committed 14 individuals were arrested on a total of 28 charges.**

**\*\*Traffic enforcement activities included 56 traffic stops, 33 citations issued totaling 50 charges. 23 verbal warnings were given. There were also 24 traffic accidents investigated during this period.**

**\*\*Other activities**  
Officers completed 1,316 security checks, 113 business contacts and 1,218 subdivision checks. (documented sub check is when an officer patrols thru the subdivision)

**\*\*Accidents have doubled in October compared to last month. The police are making an extra effort monitoring speed and making more traffic stops for speeding, in an effort to reduce these traffic accidents. Citizens are encouraged to monitor their speed.**

Thank you,

Chief of Police  
Arthur R. Yarbrough, Jr.

# Call Log Call Type Summary

## Angier Police Department

09/27/2020 - 10/27/2020

<No Call Type Specified>	5	911 Hang Up - 911 Hang Up	11
Alarm Activation - Alarm Activation	29	Animal Complaint - Animal Complaint	3
Assault - Assault	2	Assist EMS - Assist EMS	10
Assist Fire - Assist Fire Department	1	Assist Motorist - Assist Motorist	13
Assist Other Agency - Assist Other Agency - Law Enforcement	3	Breaking and Entering - Breaking and Entering	12
Business Walk Thru - Business Walk Thru	113	Careless and Reckless Vehicle - Careless and Reckless Vehilce	6
Citizen Complaint - Citizen Complaint	3	Crash - Traffic Accident	24
Direct Traffic - Direct Traffic	25	Disturbance - Disturbance	13
Domestic Dispute - Domestic Dispute	8	Drug Activity - Drug Activity	1
DWI - Driving While Impaired	1	Escort - Escort	8
Fight - Fight	1	Fire - Fire	1
H&R - Hit and Run	1	Larceny - Larceny	5
Mental Subject - Mental Subject	6	Missing Juvenile - Missing Juvenile	2
Missing Person - Missing Person	1	Noise Complaint - Noise Complaint	5
Open Door - Open Door	2	Order Violation - Order Violation	1
Other Call - Other Call Not Listed	7	Property Damage - Property Damage	3
Security Check - Security Check	1,316	Stand-By - Stand-By	1
Subdivision Check - Subdivision Check	1,218	Suspicious Activity - Suspicious Activity	28
Suspicious Person - Suspicious Person	8	Suspicious Vehicle - Suspicious Vehicle	7
Traffic Stop - Traffic Stop	56	Trespassing - Trespassing	4
TWO - Talk With Officer	11	Warrant Service - Warrant Service	11
Welfare Check - Welfare Check	7		

**Total Number Of Calls: 2,993**

# Citation Totals by Officer

Angier Police Department

(09/27/2020 - 10/27/2020)

Officer:	Number of Citations:	Number of Charges:
0482 - OFFICER M B CREECH	5	8
1501 - PATROLMAN J M WILSON	2	3
3571 - OFFICER D H HELMS	5	6
5000 - PO W F HUGHES	1	1
610 - PATROLMAN T L CREEK	3	4
614 - Officer Matthew B. Creech	5	6
6641 - PATROLMAN D L MILLER	6	10
7052 - PATROLMAN S J POLLARD	6	12
Totals:	33	50

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



**Board:**

Angier Town

**Reporting Month / Year:**

Oct-20

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

ABC Law Violations	At Permitted Establishment	Away From Permitted Establishment
Sell / Give to Underage		0
Attempt to Purchase / Purchase by Underage		0
Underage Possession		0
Unauthorized Possession		0
Sell / Give to Intoxicated		0
All Other Alcohol Related Charges		1
<b>Total:</b>		<b>1</b>

Controlled Substance Violations	At Permitted Establishment	Away From Permitted Establishment
Felony Drug Related Charges		1
Misdemeanor Drug Related Charges		4
<b>Total:</b>		<b>5</b>

Other Offenses	At Permitted Establishment	Away From Permitted Establishment
Driving While Impaired		2
All Other Criminal Charges		50
<b>Total:</b>		<b>52</b>

<b>TOTAL CRIMINAL CHARGES:</b>	<b>58</b>
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Agencies Assisted	
Assistance Provided to Other Agencies	0

Remarks

**Reporting Officer / Title:**  
A.Yarbrough / Chief

**Report Date:**  
10/27/2020