

Town of Angier Annual Board Retreat

Town of Angier council members, the town manager, and department heads will participate in a leadership retreat focused on planning and team building on March 26 and 27 at Angier Town Hall. Triangle J Council of Governments (TJCOG) will facilitate.

The objectives of the retreat are to:

1. Build trust, enhance communication, and develop renewed positive camaraderie.
2. Review the current state of the town.
3. Discuss issues and opportunities facing the town.
4. Update goals (immediate, intermediate, and long-term).
5. Develop actions plans for the highest priority goals in preparation of Angier's 2021-2022 budget

Following the retreat, TJCOG will provide an After-Action Report to the Board.

Draft Agenda

Day 1 - Planning the Future of Angier

Facilitated by Mr. Ben Hitchings, Green Heron Planning, and Lee Worsley, TJCOG

1. Welcome & Introductions
2. Mayor's Opening Remarks
3. Growth Audit, Presentation, and Discussion

Day 2 – Operational Planning

1. Financial Overview
 - a. General Fund (Fund 10)
 - b. Water & Sewer Fund (Fund 60)
 - c. Budgeting for FY2021-22
2. Water/Sewer & Infrastructure Projects
 - a. City of Dunn Feasibility Study- MBD Consulting Engineers, P.A. (Charlie McGougan)
 - b. Harnett County Wastewater Treatment Plant Expansion
3. Department Reports (Operation & Capital Projects)

- a. Planning, Zoning & Code Enforcement
 - b. Finance
 - c. Library
 - d. Police
 - e. Parks & Recreation
 - f. Public Works & Utilities
4. Downtown Angier
 - a. NCSU Study
5. New Town Hall/Police Station & Renovations of Library
 - a. Land Options
 - b. Financial Plan
 - c. Time Frame

Goals

- Provide third-party input on potential opportunities to enhance the Town's development review, permitting, and systems critical to address community growth issues.
- Facilitate a dynamic discussion on growth issues during the retreat to produce strategic direction on growth issues from the Board of Commissioners to the Town Manager.
- Support the Town's leadership through planning and operational decisions for the upcoming year.

Pre-Retreat Tasks

Task 1.0 -- Prepare Growth Audit

- Conduct research on growth and development in Angier, and the current systems the Town uses to guide growth decisions.
- Take a guided tour of the town with the Planning Director.
- Talk with developers and key stakeholders in the community (up to 6 online interviews of 30- to 60-minutes each)
- Talk with staff at other key agencies such as Harnett County and CAMPO
- Analyze policies on existing conditions, plans, codes, infrastructure, staff capacity, and funding.

Task 2.0 -- Prepare Presentation

- Prepare summary presentation that lays out the major growth issues, opportunities, and potential issues that should be examined.
- Review draft of presentation with Town Manager and Planning Director.
- Revise presentation based on input received.

Key Staff

Lee Worsley, Executive Director

Lee Worsley has served as Executive Director of Triangle J Council of Governments since July 2015. Prior to Lee's service as TJCOG Executive Director, he served over 15 years as a local government manager and assistant/deputy with several North Carolina jurisdictions. Lee has served as Deputy County Manager and Interim County Manager in Durham County, Assistant County Manager in Catawba County, County Manager in Greene County and Assistant to the City Manager in Goldsboro. Lee is a native of Wake County and has held numerous leadership roles with several local government professional organizations. These include President of the North Carolina City/County Managers Association, Regional Vice President of the International City/County Managers Association, Co-Chair of the International City/County Managers Association Strategic Planning Process, President of the Appalachian State Local Government Alumni Association and President and Treasurer of the University of North Carolina at Chapel Hill Master of Public Administration Alumni Association.

Alana Keegan, Member Engagement Manager

Alana Keegan serves as the Member Engagement Manager for TJCOG. In this role, she works to build stronger connections with member governments, manages all internal marketing and engagement, and designs engagement and communication plans for the organizations' programs, projects, and initiatives. Prior professional experience includes creating digital communication & outreach plans, leading strategic visioning workshops for public and private sector entities, and project management. She is a current M.S in Communication candidate at NC State University and has a B.A in Economics from Muhlenberg College.

Ben Hitchings, Principal, Green Heron Planning, LLC

Ben Hitchings, FAICP, CZO, is an award-winning planner who founded Green Heron Planning to help local governments use the power of planning to realize their community visions. A Past President of the N.C. Chapter of the American Planning Association (APA-NC), Ben has nearly 30 years of experience working on planning issues. He is a Fellow at the UNC School of Government, providing research, guidance, and training on land use and community planning to local government staff and other clients throughout North Carolina. He is the former Planning Director for the towns of Chapel Hill and Morrisville and has managed and developed award-winning plans at the local and regional level. Ben serves on the APA National Board of Directors. In 2016, APA-NC recognized him with its highest honor, the Philip P. Green Distinguished Service Award. In 2018, he was inducted into the College of Fellows of the American Institute of Certified Planners.



Agreement for Services

If the Town of Angier would like to proceed with this technical assistance proposal, please accept the proposal by signing below.

Payment will be billed by TJCOG to the Town of Angier upon completion of tasks as listed above, not to exceed a total amount of \$12,575.


IN WITNESS WHEREOF, the parties hereunto cause this agreement to be executed in their respective names.

Town of Angier:

DocuSigned by: 2/16/2021

Gerry Vincent, Town Manager

Triangle J Council of Governments:

DocuSigned by: 2/16/2021

Lee Worley, Executive Director

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act

DocuSigned by: 2/16/2021

Hans Kalvitz
Angier Finance Officer