

**BOARD OF COMMISSIONERS WORKSHOP**

**February 26, 2019**

**6:30pm**

- A. Retention Wall Project/Request for Proposals
  - a. RFPs Due 2/25 at 2pm
- B. Downtown WiFi/Request for Qualifications
  - a. RFQs Due 2/25 at 3pm
- C. Highway 210 Sidewalk Extension Project
  - a. Bill Dreitzler – Town Engineer
- D. Police Department Request to Purchase 2 Police Vehicles
  - a. Arthur Yarbrough – Interim Chief of Police
- E. Freedom Balloon Festival Discussion
  - a. Mayor Weatherspoon
- F. Planning/Zoning Items
  - Sean Johnson – Director of Planning/Christy Adkins – Downtown Manager
    - i. Downtown Advisory Board – Recommend Members
    - ii. Schedule of Events
    - iii. Code Enforcement Policy Proposal
    - iv. Land Use Amendment – Updating Plan for the Bypass
- G. North Carolina State University/School of Design Proposal
  - a. Gerry Vincent – Town Manager/Mayor Weatherspoon
- H. Town of Angier/Fuquay-Varina ETJ-Annexation Agreement
  - a. Sean Johnson – Planning Director
- I. Mayor Updates on Upcoming Events:
  - a. Memorial Day
  - b. 4<sup>th</sup> of July
  - c. Veteran's Day

# Memo

**To:** Gerry Vincent, Town Manager  
**From:** Bill Dreitzler, P.E., Town Engineer  
**Date:** February 22, 2019  
**Re:** Highway 210 Sidewalk Extension Project – Updated from 1-23-19 Memo

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Mr. Vincent,

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

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

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

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

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

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

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

This section of sidewalk extension from Walgreens to Fish Drive is considered a key piece of our overall pedestrian master plan. In addition, the Town has been awarded another sidewalk grant through the LAP Program that will include an additional 3,950 linear feet and a Federal Grant of an estimated \$1,426,000 (local match of \$356,500). This project includes extensions along Willow Street from the pool to Junny Road. Along Junny Road from Willow to Glen Meadow Drive and along W. Lillington from Park Street to Hwy 210. This last section along W. Lillington will connect to the project currently under design.

**END MEMO**



## **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:** 2/26/19  
**PREPARED BY:** A R Yarbrough  
**ISSUE** New Police Patrol Vehicles  
**CONSIDERED:**  
**DEPARTMENT:** Police

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**SUMMARY OF ISSUE:** Was made aware of and located 2 new Ford 2018 Police Interceptor Sedans located in Fayetteville. Dealer had over ordered for the Fayetteville area and was offering special pricing on 2 patrol vehicles. Vehicles out the door for \$25,193.00 each. Original sales price \$31,530.00 plus fees.

**FINANCIAL IMPACT:** (1) Total expenditure to purchase both vehicles \$50,386.00  
Police package up fit per vehicle minimal special negotiated pricing (per vehicle)

(2) V #1 \$ 4,191.66  
V #2 \$ 4,191.66

(3) Estimated tax and tags \$725 each Both \$ 1,450.00

Have 1 unit radio on hand from surplus sold vehicle Need 1 additional unit  
Consisting of base and portable

(4) 1 Unit Motorola NC State contract amt. \$ 7,292.78

**RECOMMENDATION:**

**REQUESTED MOTION:**

**REVIEWED BY TOWN MANAGER:**



## Town of Angier

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

Lewis Weatherspoon  
Mayor

Gerry D. Vincent  
Town Manager

Veronica Hardaway  
Town Clerk

### MEMORANDUM

**To:** Gerry Vincent, ICMA –CM –Town Manager  
**From:** John Ellis – Finance Director *John Ellis*  
**Cc:** Arthur Yarbrough, Jr. – Interim Chief of Police  
**Date:** February 21, 2019  
**Re:** Police Department Request to Purchase 2 Police Vehicles

It is my understanding that the Police Department has the opportunity to purchase 2 Ford Police interceptors at a substantial savings from a nearby dealer. As directed by you, I have analyzed how we might pay for those vehicles.

The total cost based on Police Department information is \$68,000 for budgeting purposes. (An Excel spreadsheet summarizing this information is attached). We recently sold 2 vehicles with net revenues of \$9,272. We now have 2 Police vehicles on GovDeals for sale – the Chevrolet Silverado pickup and a Chevrolet Tahoe. Estimated revenues net of fees for sale of these vehicles is \$14,800 and \$11,100 respectively. This leaves an amount to be funded of \$32,828 and I can recommend that this amount come from General Fund Unassigned Fund Balance.

I am comfortable making this recommendation as it appears that the General Fund information for FYE 6/30/18 indicates that the General Fund Unassigned Fund Balance will be over \$3,000,000 and Fund Balance available as a percentage of General Fund Expenditures will be 80%+, near the same levels as FYE 6/30/17. This one time expenditure is the type that is ideal to be made using fund balance. Also, by the time we are ready to make presentation to the Board the auditors will be presenting the audit report.

Please let me know if I can provide any additional information. If you wish to proceed with this purchase, I will prepare a budget amendment for the March 5<sup>th</sup> Board meeting.

**Town of Angier****Analysis of Funding for Purchase of  
2 Additional Police Vehicles**

2 - 2018 Ford Police Interceptors at \$25,193	50,386.00
Police Package Up Fit for 2 vehicles at \$4191.66 each	8,383.32
Estimated Tax and Tags at \$725 Each	1,450.00
1 Radio Unit Consisting of Base and Mobile	7,292.78
	<hr/>
Total Cost of Vehicles With Equipment, etc.	67,512.10
<b>Total Cost Rounded for Budgeting Purposes</b>	<b>68,000.00</b>
	<hr/> <hr/>

**Sources of Funds**

Sale of 2010 Dodge Charger for \$5,020 less Fees of \$376.50	4,643.00
Sale of 2010 Dodge Charger for \$5,005 less Fees of \$375.37	4,629.00
Estimated Proceeds from Sale of Chevrolet Pickup for \$16,000	
Less Estimated Fees of \$1,200	14,800.00
Estimated Proceeds from Sale of Chevrolet Tahoe for \$12,000	
Less Estimated Fees of \$ 900	11,100.00
Appropriation from General Fund Unassigned Fund Balance	32,828.00
	<hr/>
<b>Total Funding Sources for 2 Police Cars and Equipment</b>	<b>68,000.00</b>

**MOTOROLA SOLUTIONS**

Quote Number: QU0000468213

Effective: 15 FEB 2019

Effective To: 16 APR 2019

**Bill-To:**

ANGIER POLICE DEPT  
55 N BROAD ST W  
ANGIER, NC 27501  
United States

**Ultimate Destination:**

ANGIER POLICE DEPT  
55 N BROAD ST W  
ANGIER, NC 27501  
United States

**Attention:**

**Name:** Lt. David Campbell  
**Phone:** 910 893 0221

**Sales Contact:**

**Name:** John Briggs  
**Email:** johnbriggs@callmc.com  
**Phone:** 910 237 2635

**Contract Number:** NC STATE NON Ariba -725G**Freight terms:** FOB Destination**Payment terms:** Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	1	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	\$5,176.00	\$3,909.50	\$3,909.50
1a	1	Q58AL	ADD: 3Y ESSENTIAL SERVICE			
1b	1	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION			
1c	1	QA01833AH	ADD: EXTREME 1-SIDED NOISE REDUCTION			
1d	1	H38BT	ADD: SMARTZONE OPERATION			
1e	1	Q361AR	ADD: P25 9600 BAUD TRUNKING			
2	1	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	\$150.00	\$112.50	\$112.50
3	1	M22URS9PW1AN	APX4500 7/800	\$4,057.00	\$3,075.50	\$3,075.50
3a	1	G174AF	ADD: ANT 3DB LOW-PROFILE 762-870			
3b	1	W22BA	ADD: STD PALM MICROPHONE APX			
3c	1	G66AW	ADD: DASH MOUNT O2 WWM			
3d	1	G24AX	ADD: 3Y ESSENTIAL SERVICE			
3e	1	QA02756AD	ADD: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM			
3f	1	GA00804AA	ADD: APX O2 CONTROL HEAD (Grey)			
3g	1	G444AH	ADD: APX CONTROL HEAD SOFTWARE			
3h	1	G831AD	ADD: SPKR 15W WATER RESISTANT			
3i	1	GA00235AA	ADD: NO GPS ANTENNA NEEDED			
4	98	SVC03SVC0115D	SUBSCRIBER PROGRAMMING	\$1.00	\$1.00	\$98.00
5	1	HLN6875A	BELT CLIP 3 INCH	\$12.00	\$9.00	\$9.00
6	1	PMMN4062A	IMPRES RSM, NOISE CANC. EMERGENCY BUTTON 3.5MM JACK IP54	\$117.70	\$88.28	\$88.28

**Total Quote in USD****\$7,292.78**

N.C. STATE CONTRACT 725-G

THIS QUOTE IS BASED ON THE FOLLOWING:

**Batteries of NC & S.W.S. LLC**

81 Medical Drive  
 Angier, NC 27501  
 (919) 331-0241  
 lscott@batteriesofnc.com  
 http://www.batteriesofnc.com



## ESTIMATE

**ADDRESS**

Angier Police Department  
 55 N Broad St. West  
 P.O Box 278  
 Angier, NC 27501

**SHIP TO**

Angier Police Department  
 55 N Broad St W  
 PO Box 278  
 Angier, NC 27501-0278 US

**ESTIMATE # 10214****DATE 02/14/2019****SALES REP**

Lonnie

PRODUCT/SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
AVC21BB	Part Number: AVC21BB Whelen Dual Avenger II Solo Color: Blue/Blue	1	230.68	230.68T
AVBKT5D	Part Number: AVBKT5D Whelen Dual Avenger Headliner Mount Kit	1	16.52	16.52T
MPS620U-BA	Part Number: MPS620U-BA Federal Signal Blue/Amber Dual Color Light ****Back Window Deck****	2	75.00	150.00T
MPS620U-BW	Part Number: MPS620U-BW Federal Signal Blue White 12 LED Light Head ****Front Grill and Back Side Window	4	75.00	300.00T
VTX609R	Part Number: VTX609R Whelen Amber Essentials Vertex Super LED Warning Lights (Color: Red) ****Brake Lights for Wig-Wag****	2	68.00	136.00T
VTX609B	Part Number: VTX609B Whelen Vertex Super-LED Light (Color: Blue) ****Rear Reverse Lights****	2	68.00	136.00T
FL-40FIF-M	Part Number: FL-40FIF-M Brooking Front Head Light Flasher for Ford Interceptor SUV and Sedans	1	255.00	255.00T
ES100C	Part Number: ES100C Federal Signal DynaMax Siren and Speaker	1	168.00	168.00T
ESB-U	Part Number: ESB-U Federal Signal Universal Speaker Bracket	1	26.93	26.93T
64000	Part Number: 64000 Federal Signal PA640 Siren System 100 Watt Programmable Slide Switch and Light Controller	1	352.18	352.18T
C-VS-1508-INSE	Part Number: C-VS-1508-INSE Havis 2013-2017 Ford Interceptor Sedan 23" Console	1	300.29	300.29T
C-ARM-103	Part Number: C-ARM-103 Havis Armrest for top Mount, Console, Large Pad	1	81.71	81.71T
C-CUP2-I	Part Number: C-CUP2-I Havis Internal Cup	1	29.07	29.07T

Returns: 30 Days to return merchandise. Returns within the 30 days will have a 25% restocking fee. Special Order are Non-Returnable.

PRODUCT/SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Holder			
<b>C-AP-0325</b>	Part Number: C-AP-0325 Havis 3" Accessory Pocket (2.5" Deep)	1	31.84	31.84T
<b>488756</b>	Part Number: 488756 Tessco Laird 806-866 MHZ Phantom Elite 3/4 Hole	1	35.00	35.00T
<b>SB800MPL12</b>	Part Number: SB800MPL12 Pulse Larsen Stealth Blade Antenna 806-896MHZ	1	38.50	38.50T
<b>C-MCB</b>	Part Number: C-MCB Havis Mic Clip Bracket	1	9.69	9.69T
<b>MMBP</b>	Part Number: MMBP Magnetic Mic Clip	1	35.00	35.00T
<b>75432</b>	Part Number: 75432 Stream Light Stinger LED HL With 12 Volt DC Only Charger	1	110.00	110.00T
<b>Labor</b>	Window Tint 18% with Visor	1	325.00	325.00T
<b>Non-Inventory Item - Strobe Lights</b>	Shop Supplies	1	200.00	200.00T
<b>Labor</b>	Installation of Equipment Listed Above	1	950.00	950.00T
<b>Sales Tax</b>	Sales Tax calculated by AvaTax on Thu 14 Feb 17:17:37 UTC 2019	1	274.25	274.25

2018 Ford Sedans

SUBTOTAL	4,191.66
TAX (0%)	0.00
<b>TOTAL</b>	<b>\$4,191.66</b>

Accepted By

Accepted Date

**2018 Ford Police Interceptor Sedan**  
(<https://www.lafayetteford.com/new-Fayetteville-2018-Ford-Police+Interceptor+Sedan-Base-1FAHP2MK1JG135993>)



MSRP:	\$31,530
Dealer Discount:	-\$6,337
<b>Final Price:</b>	<b>\$25,193</b>

4dr Car,P2M,8 Cyl - 3.7 L,Automatic,AWD,Oxford White,Cw,18 City / 25 Hwy,1FAHP2MK1JG135993,J1995,

 Window Sticker

Click To Call

Check Availability

View Vehicle Details (/new-Fayetteville-2018-Ford-Police+Interceptor+Sedan-Base-1FAHP2MK1JG135993)



(<https://www.autoapr.com/app/HXW5XCSU/1FAHP2MK1JG135993>)



**2018 Ford Police Interceptor Sedan**  
(<https://www.lafayetteford.com/new-Fayetteville-2018-Ford-Police+Interceptor+Sedan-Base-1FAHP2MK3JG135994>)



<b>MSRP:</b>	<b>\$31,929</b>
<b>Dealer Discount:</b>	<b>-\$6,736</b>
<b>Final Price:</b>	<b>\$25,193</b>

4dr Car,P2M,6 Cyl - 3.7 L,Automatic,AWD,Oxford White,18 City / 25 Hwy,1FAHP2MK3JG135994,J1994,

 Window Sticker

Click To Call

Check Availability

View Vehicle Details (/new-Fayetteville-2018-Ford-Police+Interceptor+Sedan-Base-1FAHP2MK3JG135994)



(<https://www.autoapr.com/app/HXW5XCSU/1FAHP2MK3JG135994>)

**Disclaimer**

Prices exclude taxes, tag, title and \$699 dealer administrative/processing fee. Vehicle subject to prior sale. See











## 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:** February 26, 2019  
**PREPARED BY:** Sean Johnson  
**ISSUE** Downtown Advisory Board – Recommended Members  
**CONSIDERED:**  
**DEPARTMENT:** Planning & Inspections

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**SUMMARY OF ISSUE:** The Planning Department has solicited applications from various property owners, business owners and citizens for voluntary service on Angier's new Downtown Angier Advisory Board. Board members will serve at least one year terms at the discretion of the Town Board, and meet at regular monthly meetings. This Board will help carry out several initiatives to include prioritization of downtown projects, festival and community event organization, organizing beautification/property enhancement projects and fulfilling the N.C. Main Street Program's requirements.

**FINANCIAL IMPACT:** Associated costs are covered in the current Planning Dept. budget.

**RECOMMENDATION:** The Planning Department recommends the Board adopt the list of recommended Downtown Advisory Board members.

**REQUESTED MOTION:** Consensus to move forward with the list of proposed members to be officially appointed during the March Board meeting.

**REVIEWED BY TOWN MANAGER:**

**Attachments:**

Recommendations for the Downtown  
Advisory Board (Feb. 2019)

## **Downtown Angier Advisory Board Recommendations**

- |   |   |                           |
|---|---|---------------------------|
| <b>Jennifer Bell</b>  | Dentist / Signature Dentistry             | Owns Business In Downtown |
| <ul style="list-style-type: none"><li>• Kiwanis International</li><li>• Academy of General Dentistry</li><li>• "I am very committed to the economic success of Angier as we are hoping to grow businesses in the area. I hope I could be an asset to the community and am appreciative of the invitation."</li></ul>  |   |                           |
| <b>Brian Causer</b>   | Director of Operations / TransSource Inc. | Lives In Town             |
| <ul style="list-style-type: none"><li>• The Gathering Community Church (Teaching Tam Pastor)</li><li>• Angier Parks and Recreation – Baseball Coach</li><li>• "I love the town of Angier. My three boys have grown up here. Would love to have the experience of being more involved in the community in this capacity in helping make Angier better."</li></ul>  |   |                           |
| <b>Lourdes Pereda</b>   | Kidz Pediatrics                           | Doctor In Town            |
| <ul style="list-style-type: none"><li>• NC Medical Board Leadership College</li><li>• NC Pediatric Society Board Member</li><li>• "During the last 11 years, obesity in the area went up so fast. I would like to improve population's health. Working with the Town of Angier directly, improving town services and maybe infrastructure."</li></ul>   |   |                           |
| <b>Diana Lischin</b>  | Owner/Angier Family Pharmacy              | Runs business in Town     |
| <ul style="list-style-type: none"><li>• Harnett County Board of Health</li><li>• Coats Area Chamber of Commerce Board</li><li>• "I'd like to be of service in whatever capacity to the town."</li></ul>   |   |                           |
| <b>Ron Lopez Jr.</b>  | Case Administrator/ U.S. District Court   | Lives In Town             |
| <ul style="list-style-type: none"><li>• American Legion</li><li>• "Downtown is in desperate need of a revitalization to transform it into a place where people want to stop and shop or grab a bite to eat on their way home. The revitalization should focus on our local business owners, farmers and artists. As a homeowner, I would love to be a part of this process and contribute to my community."</li></ul> |   |                           |

**Ty Cobb**

Owner/Cobb Insurance

Owns Business/ Property In Town

- Previous Mayor of Angier
- Division of Aging RSVP Board
- "To help the town of Angier grow and prosper."

**Jim Nicholson**

Owner/Brick and Mortar Restaurant

Owns Business In Town

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

**Eric Jensen**

Owner/Ace Hardware

Owns Business In Town

- Greater Cleveland Chamber of Commerce
- UPUCC Fellowship Chair
- "Angier is a great town. I want it to grow and thrive."

**Gail Turner**

Branch Manager/First Bank

Property Owner In Town

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



## Board of Commissioners Agenda Report

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

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<b>MEETING DATE:</b>	February 26, 2019
<b>PREPARED BY:</b>	Sean Johnson
<b>ISSUE</b>	Upcoming Main Street Events & Projects
<b>CONSIDERED:</b>	
<b>DEPARTMENT:</b>	Planning & Inspections

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**SUMMARY OF ISSUE:** Staff has begun coordinating several downtown events and projects to occur within the next few months. These events include: Concerts at the Depot in April and June, A community Blood Drive at the Depot in July, and a Town-sponsored farmer's Market in late Summer at the Depot Square. Staff would also like to make the Board aware of beautification and organization projects within the downtown.

**FINANCIAL IMPACT:** Events and projects discussed would be paid for using the existing Main Street budget as well as other currently budgeted downtown revitalization and beautification line items, and will include assistance from the Public Works Department.

**RECOMMENDATION:** Staff recommends we move forward with the events and projects discussed.

**REQUESTED MOTION:** Consensus to move forward with the list of events and projects as presented.

**REVIEWED BY TOWN MANAGER:**

**Attachments:**

2019 Upcoming Main Street Events and  
Projects List



# NC MAIN STREET

## *Designated Community*

### **Angier Main Street Program Update**

*The Main Street Four Points Approach:  
Organization, Promotion, Design, Economic Vitality*

**Organization** establishes consensus and cooperation by building partnerships among the various groups who have a stake in the downtown area. By getting everyone working toward the same goal, the program can provide effective, ongoing management and advocacy for the downtown. Through volunteer recruitment and collaboration with partners representing a varied cross section of your community, the program can incorporate a wide range of perspectives into the revitalization process.

#### Downtown Angier Advisory Board

- Letters requesting participation and applications for the board have been sent out to possible applicants on several occasions. As of 2/20/19, we have received 17 for consideration and are expecting 2 more.
- Once the board is in place, they will begin working on several issues:
  1. Rules of Procedure: Staff will coordinate with the Town attorney, Town Board, and Advisory Board to adopt Rules of Procedure which follow the intent of the Main Street program and establish a set of guidelines for the organization and responsibilities of the Advisory Board.
  2. Mission Statement: A short description describing the purpose of the program, stated clearly and simply. The statement should distinguish our program from others by relevant goals for our community.
  3. Vision Statement: A verbal representation of the vision of what the downtown will be in the future in regards to physical and economic changes.
  4. Historic Color Palette: Establishing façade paint and awning color schemes that adhere to a historic color palette. Also acceptable materials for awning projects



## NC MAIN STREET *Designated Community*

in the downtown area. I have requested and received awning and paint color samples that adhere to the historic color palette to use as reference.

5. Façade Grant Applications: The Advisory Board will begin review applications for façade grants submitted by downtown business and building owners for the improvement of downtown buildings. Staff will use the currently budgeted façade grant funds to reimburse applicants once the projects are complete.
6. Community Idea Exchange Workshop: Will be scheduled as part of regular monthly meetings and conducted by the Advisory Board.

**Promotion** creates a positive image that will inspire community pride and improve consumer and investor confidence in the downtown. Advertising, retail promotional activities, special events and marketing campaigns help bolster the image and promise of the Main Street program to the community and surrounding region. Promotions communicate our downtown's unique characteristics and offerings to shoppers, investors, business owners and visitors.

### Facebook Page

We have seen a large increase in activity and participation on the Town's Facebook page. This format gives Staff the ability to assist business owners in reaching new customers and bring attention to upcoming events.





# NC MAIN STREET

## *Designated Community*

### Concert Series

Due to a reduced amount received from the Harnett County Arts Council this year, we are reducing the concert events at the Depot to two events this fiscal year. We have procured a sponsor to help with event costs and are looking for additional sponsors

The concerts are planned for April 13<sup>th</sup> and June 15<sup>th</sup>

Staff will be increasing the number and type of included vendors and activities, such as:

1. Adding a dance floor to host dance exhibitions by Grace Ballroom and for the audience to dance to the bands
2. Adding an afternoon of arts & crafts booths
3. Inviting downtown merchants to display along sidewalks sale fashion
4. Inviting town restaurants to serve food during the event
5. Adding a corn-hole tournament and a food booth by the Rotary Club

### Farmer's Market

We are working on plans for the town to sponsor a Farmer's Market in the Depot Square once a month during the growing season (April – Oct). The long-standing Farmer's Market which has been located in Fuquay-Varina lost its location. The organizers of that market have proposed that the market be relocated in the Depot Square. They would be responsible for all management and cost and the town would benefit from the increased foot traffic in the downtown area. The proposal is to start with includes one Saturday per month and could expand as participation increases.



# NC MAIN STREET

## *Designated Community*

### Independence Day celebration and fireworks.

Staff is working on organizing a possible July 4<sup>th</sup> event at Jack Marley Park.

### Potential Activities Include:

- Band Performance(s)

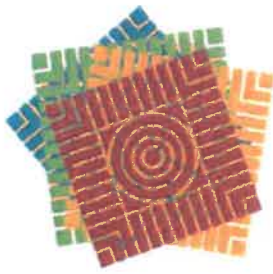
Bands who may be included:

1. A group of students from Ellington music playing rock and roll
  2. A vocalist to sing the anthem and additional music
  3. A bluegrass band.
- Food trucks
  - Face painting
  - Bouncy House(s)
  - Corn-hole games
  - Fireworks

### New updated ads placed in the Daily Record Yearbook.

1. Updated information on the Town Business partners page.
2. Updated and more attractive Town ad.

**Design** involves getting the downtown area in top physical condition and creating a safe, inviting atmosphere. It takes advantage of the visual opportunities inherent in a commercial district by directing attention to all of its physical elements: public and private buildings, storefronts, signs, public spaces, landscaping, merchandising, displays and promotional materials. Its aim is to highlight the importance of design quality in all of these areas, to educate people about design quality and to expedite improvements.



# NC MAIN STREET

## *Designated Community*

### Upcoming Projects Being Considered Include:

- Replacing the evergreen trees in the big planters with miniature crepe myrtles (1 – 2' max growth) and colorful annuals and vining plants that add color and spill over the edges.
- Adding 12 hanging baskets filled with color and greenery. Two will be hung at the beginning of the downtown area in all four directions and the other four will be hung on the poles at the intersection of Broad and Depot Streets.
- 21 Window Box style railing planters to be added to the railing on Depot St. to add color and interest, catch the eye of the passersby and beautify the fence.
- White twinkly lights in all of the 14 sidewalk crepe myrtles in the downtown area to remain all year round.
- All of these projects are in the process of getting estimates on cost and materials.
- Request to DOT for restriping the parallel parking and crosswalks areas.

### Other Future Projects Include:

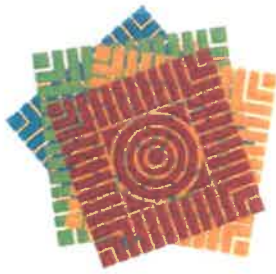
**Murals:** Staff is currently getting estimates and design ideas from three mural artists. .

**Façade Improvements:** Façade grant applications have been delivered to five downtown businesses – waiting on their completed packages for review by the Advisory Board.

**Economic Vitality** strengthens your community's existing economic assets while diversifying its economic base. This is accomplished by retaining and expanding existing businesses to provide a balanced commercial mix, converting unused or underutilized space into productive property, sharpening the competitiveness and merchandising skills of business people and attracting new businesses that the market can support.

### Staff Objectives:

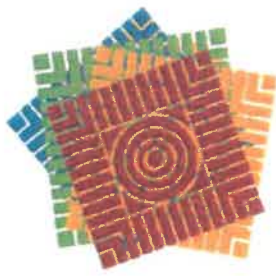
- Looking for options for relocation of several downtown organizations that might be lower rent and better location for their type of business.



## NC MAIN STREET

### *Designated Community*

- In the process of surveying the area to begin recruitment of new retail businesses for downtown.
- Scheduled a downtown assessment to be completed by the North Carolina Main Street staff.
- In the process of gathering the data to complete a comprehensive downtown building and business inventory.
- Have contacted the owner of the Mucho Mexico building to verify her intent to sell the building. Have contacted several possible investors to get them in touch with her.
- Have contacted the Preservation NC non-profit organization regarding the Mucho Mexico building. They seem very interested in either purchasing the building for renovation back into the theater it once was, or finding an investor to do the same.
- Contacted the owner of the vacant lot next to the Mucho Mexico building to determine intent for the future of the property. Property is not for sale, but will lease.
- Spoke to the tenant downstairs of the building at 11 S. Broad Street (Up N Smoke). He agreed to the removal of many stickers from the windows, cleaning out the interior of the building on the vacant side and has allowed us to remove the boards from the sidewalk.
- Have scheduled a meeting with two property owners next to the corner building to discuss options to encourage Mr. Barakat (property owner) to repair his roof so that their buildings will no longer be damaged from the water intrusion.



# NC MAIN STREET

## *Designated Community*

### **Partnerships**

Staff met with the Chamber Board members at their monthly meeting to discuss cooperation between the Town, Chamber and the Main Street Program.

Staff met with the Senior Citizens Club at their luncheon to speak about the Main Street Program and the future of the downtown.

Staff met with the Rotary Club at their monthly meeting to discuss the Main Street Program and how they could become involved.



## 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:** February 26, 2019  
**PREPARED BY:** Sean Johnson  
**ISSUE** Code Enforcement Policy  
**CONSIDERED:**  
**DEPARTMENT:** Planning & Inspections

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**SUMMARY OF ISSUE:** The Planning Department requests Board direction in order to adopt a Code Enforcement policy which seeks to establish dollar amount thresholds for placing liens on private property for nuisance violations as well as for pursuing legal action against Ordinance violators. These thresholds are intended to prioritize Code Enforcement expenditures. Currently, Staff is tasked with weighing the expense to the Town in Staff time, office supplies, postage, legal fees, etc. against the benefit to be gained through placing liens and/or forcing compliance through legal action.

**FINANCIAL IMPACT:** The proposed policy is intended to allow the Board to set guidelines that will limit the financial impact to the Town through prioritizing Code Enforcement expenditures.

**RECOMMENDATION:** The Planning Department recommends the Board adopt the policy as presented in the attached document. This policy allows discretion to the Planning Director in special circumstances and is designed to be amended from time to time as determined by the Board.

**REQUESTED MOTION:** Consensus to move forward with approving the attached policy at the March Board meeting.

**REVIEWED BY TOWN MANAGER:**

**Attachments:**

Code Enforcement Policy (Draft Jan. 2019)



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



Lewis Weatherspoon  
Mayor

Gerry Vincent  
Town Manager

Date Submitted: February 2019

Date Adopted:

## **Town of Angier Planning and Inspections Department**

### **Code Enforcement Policies**

#### **Civil Action and Property Liens**

##### **A. Introduction**

The Town of Angier Planning and Inspections Department is tasked with enforcing the Angier Town Code and Unified Development Ordinance for the purpose of maintaining the health, safety and welfare of Angier's citizens. The Angier Town Code and Unified Development Ordinance each have specified enforcement procedures which are undertaken by Staff in the event of a documented Code or Ordinance violation. Included in these procedures are civil and criminal penalties which may be assessed by the Town in order to gain compliance with the Town Code or Unified Development Ordinance. These penalties are authorized by N.C.G.S. 14-4 and 160A-175.

##### **B. Civil Penalties Provided**

Unless otherwise specified, Town Code Section 1-6 and Unified Development Ordinance Section 15.6 establish the citation procedures and civil penalties for enforcement of the regulations found in the Town Code and Unified Development Ordinance. Code Section 1-6 (f) and UDO Section 15.6 (c) specify that each day the violation continues constitutes a separate offense and additional citations may be issued.

##### **C. Failure to Pay Civil Penalties**

In the event a violator fails to pay a civil penalty within the specified time as required by an official Notice of Violation letter, the Town may recover the penalties through civil action as described by Code Section 1-6 (b) and Ordinance Section 15.6.2 (e).



**Town of Angier**  
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Lewis Weatherspoon  
Mayor

Gerry Vincent  
Town Manager

**D. Collection of Civil Penalties by the Town**

In an effort to weigh the benefit to the Town in recovering civil penalties against the time and resource expenditures made by Town Staff in order to process and file the documentation necessary to pursue a civil action against a violator, a civil penalty threshold is hereby established.

In order for the Town to pursue civil action against a violator of the Town Code or Unified Development Ordinance in order to collect the total amount of civil penalties owed to the Town, the violator must owe at least one thousand dollars (\$1,000.00). This threshold may be modified on a case by case basis by the Town Board of Commissioners upon request by the Town Manager or his designee.

**E. Public Nuisance Abatement**

Chapter 14, Article II of the Town Code specifies those violations that constitute a public nuisance and include those procedures authorized for the abatement of that nuisance. In addition to civil penalties provided by Section 14-18, authority is also granted for the Town, through its employees or a hired contractor, to remove or otherwise abate the nuisance. For each additional nuisance violation in the same calendar year on the same property, the Town shall charge the violator the expense of the abatement action and an additional penalty of either fifty percent (50%) of the actual expense or a total of \$500, whichever is less. This additional penalty is authorized by Section 14-17.

Reimbursement of the cost of nuisance abatement shall be due to the Town by the property owner in violation. As specified in Section 14-16, if these expenses are not paid within 30 days after the receipt of the letter stating reimbursement to the Town is required, such expenses shall become a lien upon the land or premises where the public nuisance existed and shall be collected as unpaid taxes.

**F. Property Lien Placed by the Town**

In an effort to weigh the benefit to the Town in recovering civil penalties against the time and resource expenditures made by Town Staff in order to process and file the documentation necessary to pursue placing a property lien on a violator's property, a lien amount threshold is hereby established.

In order for the Town to pursue placing a lien against a violator's property for the reimbursement of abatement costs, those costs, including the additional penalty if applicable, must total at least five hundred dollars (\$500.00). This threshold may be modified on a case by case basis by the Town Board of Commissioners upon request by the Town Manager or his designee.



## Board of Commissioners Agenda Report

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

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**MEETING DATE:** February 26, 2019  
**PREPARED BY:** Sean Johnson  
**ISSUE** 2017 Comprehensive Land Use Plan Amendment  
**CONSIDERED:**  
**DEPARTMENT:** Planning & Inspections

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**SUMMARY OF ISSUE:** Since the adoption of the 2017 Comp. Land Use Plan, NCDOT has selected the western bypass alternative for the R-5705 Highway 55 project. Based on this transportation project having a major impact to the growth expected on the West side of Town, Staff recommends amending the Land Use Plan to include this project as well as preferred Land Use classifications surrounding the Bypass.

**FINANCIAL IMPACT:** All costs associated will be covered in the current Planning Dept. budget.

**RECOMMENDATION:** Staff recommends the Board consider the amendment to the Land Use Plan and offer suggestions for additions and/or changes to be made. This amendment will go to the Planning Board for their input prior to holding a Public Hearing and adopting it.

**REQUESTED MOTION:** Consensus from the Board to move forward with drafting an amendment to the Comp. Plan document and direct Staff to contact Harnett County GIS to update the Land Use Map.

**REVIEWED BY TOWN MANAGER:**

**Attachments:**

2017 Comp. Land Use Plan Map  
Draft Resolution To Amend LU Plan  
Current NCDOT R-5705 Project Maps



## Town of Angier

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

Lewis Weatherspoon  
Mayor

Gerry Vincent  
Town Manager

Veronica Hardaway  
Town Clerk

**Resolution No.:** XXX-2019

**Date Submitted:** February 26, 2019

**Date Adopted:** XXX XX, 2019

### **A RESOLUTION AMENDING THE 2017 COMPREHENSIVE LAND USE PLAN**

**WHEREAS**, North Carolina General Statute 160A-383 requires the Angier Board of Commissioners to make all zoning regulations in accordance with a comprehensive plan; and

**WHEREAS**, The Angier Board of Commissioners adopted the 2017 Town of Angier Comprehensive Land Use Plan on September 12, 2017 in order to to guide the future development of the Town ; and

**WHEREAS**, The Angier Board of Commissioners feel it necessary to amend the 2017 Comprehensive land Use Plan in order to take into account a major transportation project confirmed after the adoption of the Plan; and

**WHEREAS**, The North Carolina Department of Transportation has selected the approximate location of a new roadway around the West side of Angier's Town Limits as identified by NCDOT as STIP R-5705; and

**WHEREAS**, The Angier Board of Commissioners feel it necessary take the future land use into account with regards to the area along this new roadway through adding this area to the 2017 Comprehensive Land Use Plan Map; and

**WHEREAS**, The Angier Board of Commissioners intend to preserve this area along the new roadway for commercial, industrial or mixed use development as indicated on the attached amendment to the 2017 Comprehensive land Use Plan Map

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Board of Commissioners of the Town of Angier, North Carolina, that the attached amendment to the 2017 Town of Angier Comprehensive Land Use Plan and the corresponding Map amendment be adopted:

**\*\* ATTACH WRITTEN PLAN AMENDMENT AND MAP AMENDMENT\*\***

***Adopted by the Angier Board of Commissioners on this the XX day of XXXX, 2019.***



## Town of Angier

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

Lewis Weatherspoon  
Mayor

Gerry Vincent  
Town Manager

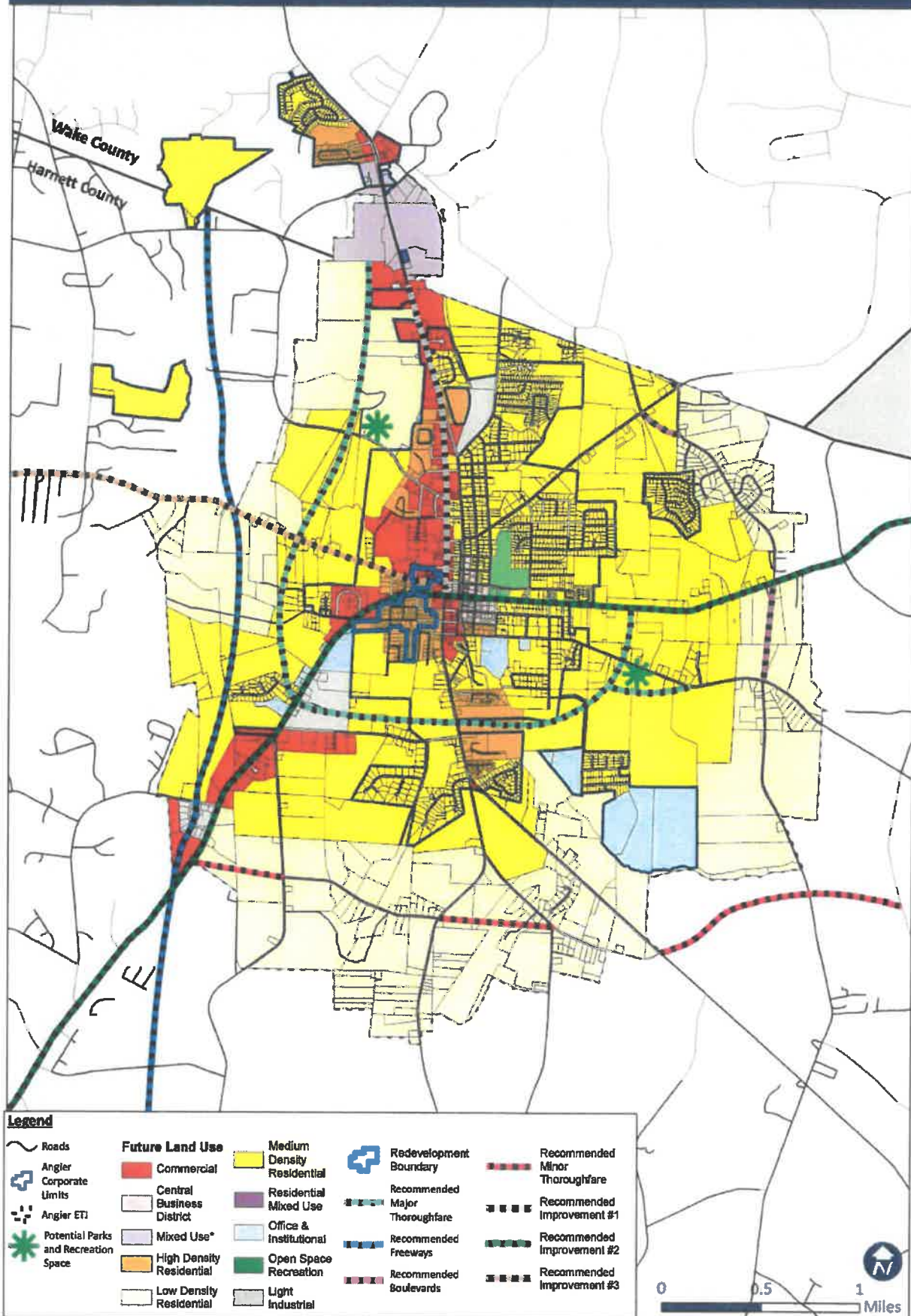
Veronica Hardaway  
Town Clerk

Lewis W. Weatherspoon, Mayor

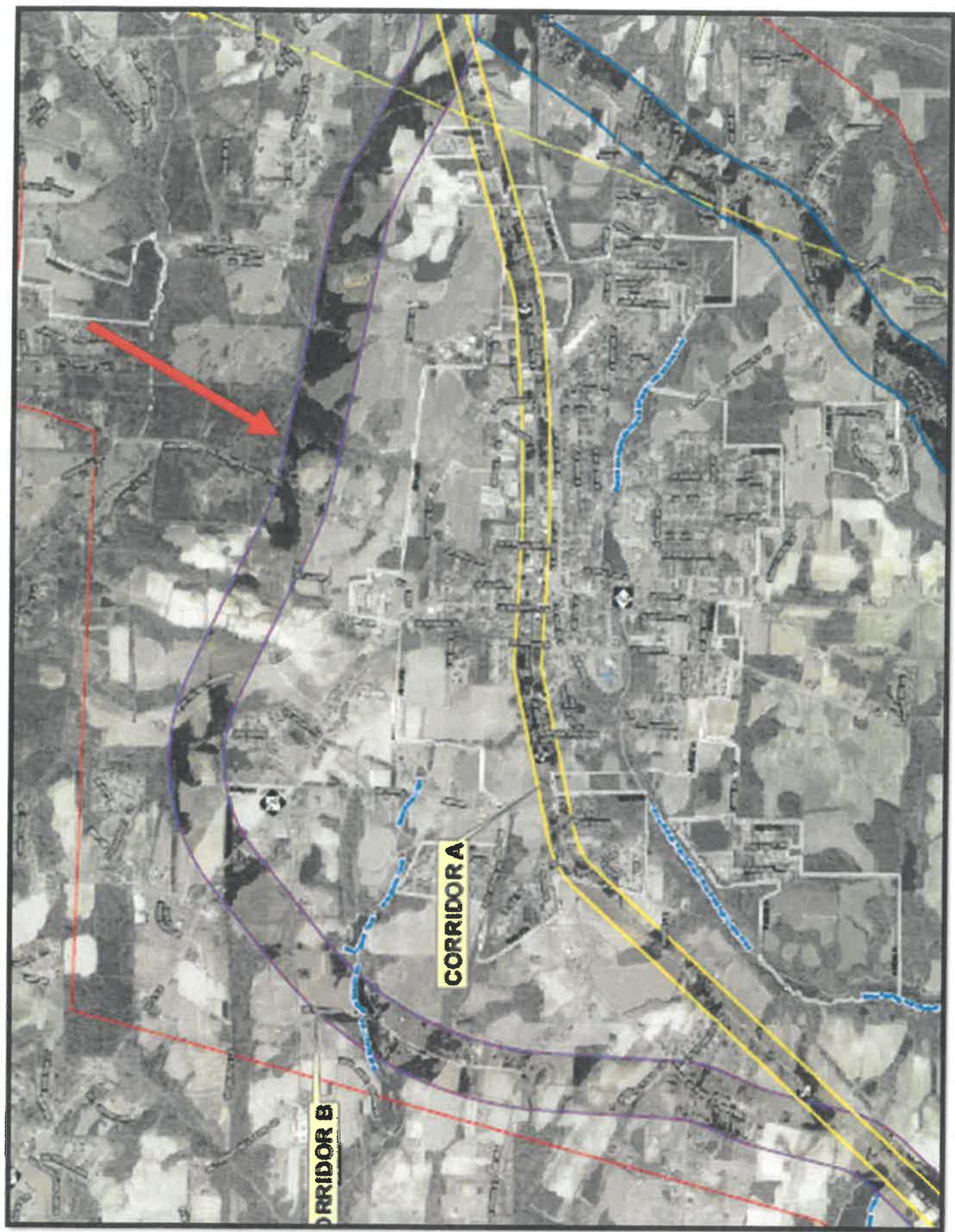
ATTEST:

Veronica Hardaway, Town Clerk

# Map 19: Angier Future Land Use



\*Refer to mixed use examples outlined on page 4-20





## Board of Commissioners Agenda Report

55 N Broad Street W.  
PO Box 278  
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**MEETING DATE:** February 25, 2019  
**PREPARED BY:** Gerry Vincent, Town Manager ICMA-CM *GV*  
**ISSUE** Downtown Area-Design Visioning Study  
**CONSIDERED:**  
**DEPARTMENT:** Administration

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**SUMMARY OF ISSUE:** The Town Board of Commissioners and staff have been discussing a Master Plan for the Downtown to set a vision, develop a plan and receive recommendations to begin rejuvenation for a viable and sustainable downtown economy, as well as potential funding sources. Upon my arrival in December 2018, Mayor Weatherspoon, Thomas White, Director of Economic Development Partnership, NCSU, and Celen Pasalar, Assistant Dean & Professor at NCSU have been discussing a viable plan for the Town of Angier.

**FINANCIAL IMPACT:** The proposed costs, as outlined in the proposal, is \$35,198. These funds are budgeted in this fiscal year as Professional Services under Administration.

**RECOMMENDATION:** It is recommended for approval, subject to the Board of Commissioners discussion.

**REQUESTED MOTION:** A motion at this time is not necessary, but a consensus of the Board of Commissioners would be appropriate.

**REVIEWED BY TOWN MANAGER:** GV

**Attachments:** NCSU Proposal attached.

# **Envisioning Town of Angier's Downtown Area: Design Visioning Study**

**December 28<sup>th</sup>, 2018 | Draft Project Proposal**

## **Submitted by:**

Celen Pasalar, Ph.D.

College of Design, North Carolina State University

## **Proposed Project Timeline:**

Feb 1<sup>st</sup>, 2019 – Nov 1<sup>st</sup>, 2019

## **Project Overview**

With a focus on developing innovative, resilient planning and sustainable design strategies for growing communities in North Carolina, the proposed project scope aims to outreach and develop a vision for Town of Angier's downtown area. Utilizing the design thinking principles and informed by the existing research and best practices related to planning and community design, this project aims to develop a vision that will enhance downtown's identity and its characteristics in support of its economic development plans.

The primary goal of the project is to assist in the development of design strategies and development vision that support the long-term function, health, and vitality of Town of Angier's downtown and its surrounding neighborhoods. The proposed project will develop open space planning, physical development, and design recommendations for the future uses that are interest to the Town.

The project team will consider development patterns and population trends in town, within the County, and its surroundings. The project will be guided by planning and design approaches to development of specific sites, open space planning, streetscape design, and overall uses. Emphasis will be placed on assessing options and providing recommendations tied to existing community assets.

The team will develop design recommendations that address a variety of spatial and temporal scales of open space planning and physical development including aspects of community-wide infrastructures (wayfinding, transportation/circulation, streetscape etc.), site development, and building patterns/typologies. Recommendations will reflect current codes and standards and include suggested changes needed to meet proposed design options and recommendations. We believe the elements undertaken through this effort will assist Town of Angier's future downtown development efforts by promoting design best practices centered on long-term community function, health, resilience, culture, and vitality.

## **Project Design and Planning Objectives**

- Contribute architecture, landscape architecture, and graphic design expertise to ongoing efforts of Town of Angier in developing plans for the downtown area.
- Draw on the latest research and findings to inform the development of best practices specific to the design and planning of downtown area in Town of Angier.
- Explore planning, design, and visioning strategies to inform the future use of lands owned by Town of Angier, as well as properties that would be identified throughout the project's process.
- Highlight the importance of planning and design services in developing a vision that support public's health, safety, and welfare.
- Develop and enhance downtown's assets (physical and natural) and characteristics to attract all demographics (from younger to elderly).

- Create well-connected, accessible, legible, and walkable downtown that encourage repeat visitation and support existing/future businesses in the area.
- Generate design strategies in developing new sites and uses, while maintaining downtown's authenticity.

Planning and design strategies will be framed by the following principles:

- Applying thorough analysis of the development patterns of downtown area, Town of Angier, and the surrounding areas/communities.
- Including stakeholder/community input – a) conducting a community survey b) organizing/facilitating workshops.

Anticipated engagement activities will include up to four community/stakeholder working sessions:

- Community visit #1: Kick-off meeting with community officials/key stakeholders.
  - Identification of focus sites in downtown
  - A community survey will be implemented prior to Stakeholder Visioning Session.
- Community visit#2: Stakeholder Visioning Session (i.e. opportunities, issues, needs, aspirations, etc.)
- Community visit#3: Presentation/feedback session with stakeholders
  - Review initial findings and draft proposals/recommendations
- Community visit#4: Presentation to community (venue/format TBD as appropriate)

## **Project Tasks**

### **1. Prepare base maps**

The project team will work with the Town of Angier staff to acquire/prepare base maps of the downtown area and its surroundings.

### **2. Analyze the downtown area and the designated site conditions, opportunities, and constraints.**

The project team will collaborate with town staff to evaluate site conditions including:

- a. Parking – evaluate existing and future parking needs.
  - b. Boundary conditions – confirm legal and consider functional site boundaries
  - c. Existing site – consider existing site settings, facilities, and artifacts that may be relevant and add value (or not) to future development.
  - d. Existing natural features – evaluate existing vegetation, particularly trees, topography, etc.
  - e. Sun exposure – evaluate site sun exposure.
- ETC.

### **3. Community engagement**

The project team will lead community processes to engage staff, stakeholders, users, nearby residents etc., to solicit ideas and input. Community engagement activities will include:

- a. Prepare community survey and assist with survey distribution (online or print)
- b. Compile, interpret, and report survey findings.
- c. Plan, prepare, present three Community/Stakeholder workshops/presentations.
- d. Document the results of the Community/Stakeholder Workshops.

#### 4. Visioning and Design Programming

Based on the outcomes of steps 2 & 3, the project team will create an overall Vision Plan and Design Program for all the identified sites that will be used for communicating project goals and proposed site uses/improvements.

#### 5. Conceptual and Schematic Design Proposals

Based on the developed vision and design program, the project team will develop a schematic and conceptual design for each designated site.

### **Products**

Anticipated deliverables include:

1. Delivery of community engagement activities + presentations
2. One (1) final report document

### **Budget Narratives**

Costs covered by this agreement include NC State University faculty and student time, fringe benefit costs associated with university employees, travel expenses, project supplies and printing, final project report/publication, and university indirect (F&A) cost.

#### **Project Investigator:**

- NC State University Research Faculty Effort (1.5% Effort): \$ 1,457
- Fringes Benefits: \$ 484

PROJECT INVESTIGATOR SUB-TOTAL: \$ 1,941

#### **Student Research Assistants**

- 2 Graduate Students: \$ 19,440
  - (10hrs/wk) 1 student \$18/hr: \$ 6,480
  - (20hrs/wk) 1 student \$18/hr: \$ 12,960
- Fringes Benefits: \$ 1,565

STUDENT RESEARCH ASSISTANT SUB-TOTAL: \$ 21,005

#### **Travel**

Mileage/rental state car

- Up to four trips

TRAVEL SUB-TOTAL: \$ 400

#### **Materials**

- Graphic supplies, external drive (archiving), printing, plots, etc.

MATERIALS SUB-TOTAL: \$ 1,000

**Publication/Documentation**

- Final document printing and shipping costs

PUBLICATION/DOCUMENTATION SUB-TOTAL: \$ 2,000

.....  
PROJECT SUB-TOTAL: \$ 26,346

**University Facilities and Administrative Costs**

- NC State Federally Negotiated Rate = %33.6

F & A SUB-TOTAL: \$ 8,852

.....  
PROJECT GRAND TOTAL: \$ 35,198