

**Town of Angier
Board of Commissioners
Annual Retreat
Thursday, April 11, 2023, 4:00 P.M.
Angier Municipal Building
28 N. Raleigh Street
Minutes**

Board of Commissioners

Mayor Bob Jusnes
Mayor Pro-tem Sheveil Harmon
Commissioner Jim Kazakavage
Commissioner Ashley Strickland
Commissioner Loru Hawley

Staff

Elizabeth Krige, Town Manager
Veronica Hardaway, Town Clerk
Jeff Jones, Planning Director
Samantha Sleeter, Finance Director
Brandon Johnson, Interim PW Director
Lee Thompson, Chief of Police
Jimmy Cook, Project Manager
Derek McLean, Parks & Rec Director
Crissy Porter, Community Devel. Coord.

1. **Call to Order:** Mayor Jusnes presided, calling the Annual Board of Commissioners Retreat meeting to order at 9:00 a.m.

Approval of the April 11, 2024 meeting agenda: The Town Board approved the agenda as presented.

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

Motion: Commissioner Kazakavage

Vote: 4-0; unanimous

2. **Telics Contract for ROW Acquisition**

Project Manager Jimmy Cook stated the Telics contract is to acquire right-of-way and any temporary easements for the Junny Road sidewalk project. The contract has been pre-approved by NCDOT and now its requested to be approved by the Board of Commissioners authorizing the Town Manager to execute. There are approximately 30 parcels covered under the \$105,000 negotiated amount which is an 80/20 match. Any property we have to acquire right-of-way, will be a Town of Angier cost and would be unknown until negotiations with property owners is settled.

Board Action: The Town Board voted to approve the Telics Contract for Right-of-Way Acquisition and authorize the Town Manager to execute.

Motion: Mayor Pro-tem Harmon

Vote: 4-0; unanimous

3. **Mitigation Measures #1 & #2, Grant Resolution**

Mr. Cook explained that the Town Engineer is applying for grant funding for Mitigation Measure #1 & #2. These measures are part of our Southwest Drainage Basin Study going from Highway 55 up to Carly C's. If awarded, this will be 100% grant funded at no cost to the Town.

Board Action: The Town Board voted to approve Resolution #R006-2024 to accept the grant application for the Southwest Drainage Basin Mitigation Measure #1 & Mitigation Measure #2.

Motion: Commissioner Kazakavage

Vote: 4-0; unanimous

4. Downtown Visioning Plan by NC State

Town Manager Elizabeth Krige stated the pandemic slowed the progress of the data collection and formulation of the recommendations of this project that started in 2019. There are some good suggestions in the plan; however, it does not come with cost estimates. If there are ideas the Board would like to see implemented there will be an additional step to get cost estimates. The project overview includes public input and findings, existing conditions and analysis, the vision plan, and the design and planning recommendations. This plan identified what was important to Angier which is character and identity, accessibility and connectivity, resilience and economy, and enjoyment and health.

Some of the proposed recommendations to be addressed are already being addressed by the Board such as increased parking and making pedestrian facilities safer through the Pedestrian Plan. The downtown and its boundaries were identified as: between E Roy St. on the north side and McIver St. on the south side; between Cross St. on the west side and Hickory St. on the east side. The plan designates downtown as including areas across Hwy 55. The boundaries of business core were identified as: between Williams St. on the north side and Lillington St. on the south side; between NC 55 on the west side and Willow St. on the east side.

Some downtown needs and amenities were identified such as parking, traffic, more coffee shops & restaurants, activities, festivals, events, retail, less vacant storefronts. Three top priorities that were mentioned were redeveloping vacant/dilapidated properties, creating a farmer's market, façade improvements and beautification of major streets. The most critical elements to improve downtown was diversify the mix of businesses, create a farmer's market, restore and preserve authentic historical character, entertainment and nightlife, and create more outdoor dining space. The top 3 amenity types include outdoor dining, walking paths, parks & recreational space. The top two most important characteristics to participants of the survey, when parking in downtown Angier its free and safe. A proposal they had was to institute a two-hour parking limit.

Sidewalk conditions were identified as lack of signage and infrastructure that warns vehicles to stop for pedestrians. The Centennial Trail leads to a parking lot instead of a sidewalk. There's lack of signal for pedestrians and the sidewalk is too narrow to accommodate walking, outdoor dining, and social functions altogether.

Goals that were identified:

- Diversify placemaking strategies to support economy and diversity of activities
- Attract new businesses and foster economic growth
- Create vibrant open spaces in downtown Angier for people to gather, play, and relax
- Energize the alleys to enhance connectivity
- Celebrate history of downtown Angier

- Create connections within/to downtown
- Install additional wayfinding signage in downtown
- Improve pedestrian walkability and experiences
- Optimize parking and traffic conditions to support safe pedestrian activity

Another suggested recommendation was to establish a health loop by creating a positive walking experience. Create linkages among amenities and lively destinations and to connect anchor places including the school to other points of interest. Improve existing open spaces and enhance streetscapes. In addition to street parking, seven existing and planned parking lots have been identified in downtown Angier that can be leveraged for after hours and weekend parking.

Suggested Design Recommendations:

- Centennial trail revitalization
- New Angier farmers market
- Courtyard improvements
- Memorial park & Jack Marley Park Plan
- Proposed streetscape typologies
- Signage for pedestrians
- Gateway to downtown Angier

It was the consensus of the Board to look at some of the parking suggestions in the short term between Williams St. and Lillington St.

5. Potential Downtown Projects

Community Development Coordinator, Crissy Porter reviewed a look back on 2023.

- Community Development Coordinator position was vacant for 6 months or more and operations of the Community Development Advisory Board had ceased.
- Since September, the CDAB reconvened its operations, recommended and received approval for the creation of a 501C-3 - the Association for the Advancement of Angier.
- As new members were appointed in November, the board has become better organized by incorporating an operational framework that includes the division of its tasks into a committee framework: Design, Organization, Promotions, and Economic Vitality.
- Elected a President, Vice-president, Secretary and Treasurer for the corporation, the AAA.

Recommendations:

- Expand and revitalize the heart of the Downtown Depot District by developing the South end of Broad Street.
- Prioritize properties in the S. Broad Street area that will be assets in achieving a long-range vision of vibrancy.
- Creatively plan to give Angier more restaurant space, retail, office space and parking.
- That the Board considers a long-range visioning approach to the expansion and revitalization of the downtown Depot District that includes the possibility of the development of new restaurant spaces, retail, office space as well as parking before appropriating funds. Example of an expanded downtown footprint or revitalization using a Public Private Partnership.

Parking Possibilities:

- Partner with downtown businesses that have weekday hours (banks, pharmacy) to expand public parking on weekends and after-hours and provide signage.
- Identify and implement all possibilities for street parking.
- Institute a 2-hour limit for street parking on Depot and Broad.
- Identify properties close to Broad and Depot Streets to acquire for additional lots for parking.

Alleyway behind N. Broad Street:

- Continue to prioritize investing and working with property owners to find a creative solution to the continual deterrent to vibrant downtown redevelopment.

Improve Communications:

- Fund a website update and redesign to include Angier's "story" as well as upcoming developments and is user friendly.
- Fund a monthly paper newsletter to be included in water bill.
- Send Friday email newsletters that briefly highlight what is happening the following week.
- Fund an "Angier Ready" app for important notices (water/public safety) be communicated quickly here as opposed to social media.

Proposed Communications & Event Specialist Position:

- Focuses on the expansion of communications between the town and its residents through newsletters, improved website, direct mail, e-mail, and all social media platforms, Facebook, Instagram, Tik-Tok, Snap-Chat, Twitter, Blogs, Video, podcasts.
- Assists with the coordination and organization of events including a weekly pop-up Farmers Market, as well as permitting required by county, liability waivers, and all administrative activities that need to be done behind the scenes to ensure a well-executed event.

Re-write Town of Angier Rental Policy for Facilities - Recommend that the Town of Angier facility rental policy be re-visited and that facilities (including street closures) be attainable, but not so inexpensive that the town is giving itself away.

Long Range Vision: "Angier Parkway"

- In preparation for the immense growth Angier and the greater community is projected to experience over the next 20-25 years, begin conversations and investigations with Town Engineer about the possibility of working in partnership with land-owners, developers and DOT to build a roadway around the town to alleviate the grid-lock in downtown.
- A modern parkway will provide expanded opportunities for enticing economic development; including industrial space and commercial parks that need ease in shipping and receiving of goods and services.

Public Art – Placemaking

- Invest in sculptures, kinetic art, benches, interactive pieces to be placed along the public greenway/pedestrian plan
- Commission a new mural that depicts a more modern Angier or the future of Angier on the North side of the library

Farmer's Market:

Ms. Porter stated she understands how much work is involved in running a farmer's market. It sounds like a great idea to build a building; however, the farmer's market is not in existence. It's important to be consistent for the farmer to have somewhere to sell product every week at least if not every day. Once the produce is picked it's usually sold the same day or it gets thrown away or given away because it's worthless after that. If the Board wanted to get something started she suggested once a week Saturday morning doing a popup at the Depot Square until Commerce is established.

6. Overview of Revenues, Fund Balance

Town Manager Elizabeth Krige reviewed a look back on 2023.

- Tax rate decreased from .53 to .49.
- Last year was a revaluation year for Harnett County.
- Net position increased by \$921,000.
- The town added \$21,000 to fund balance.
- Ad valorem tax revenue continues to grow due to the increase in the number of new homes.

Fund Balance:

- Fund Balance is the town's savings or rainy-day account
- Statute mandates 8% be held in reserve
- The town has a fund balance policy of maintaining 50% of the previous year's revenue as a reserve
- Total fund balance \$4,437,908 of which \$3,207,491 is unassigned.
- \$595,875 is restricted by state statute
- \$282,267 is restricted for streets (Powell Bill)
- \$352,275 is committed to Parks & Recreation

Tax Rate & Tax Base

- Property tax BASE is the total value of property (real estate, public utility, and personal).
- The tax RATE is the amount charged per \$100 of value.
- If your home is worth \$100,000/100=1000 *.49 tax rate, you owe \$490 in property taxes.

Ms. Krige reviewed and discussed the Strategic Priorities & Performance Indicators identified by the Board.

Ad Valorem:

- Property tax accounts for 47% of the town's operating revenue.
- Current tax rate is .49/\$100 of valuation.
- To date, the town has collected \$3,376,444, \$27,000 more than the budgeted amount.
- 1 penny of tax rate generates \$69,695 in revenue based on FY 25 tax base.

Revenue Neutral Tax Rate (RNTR):

- The tax rate that produces the same amount of tax revenue using the new tax base.
- Only properties in Wake County were re-evaluated.
- Average increase in value for properties in Angier's jurisdiction was 65%.
- Revenue Neutral Tax rate is .29 per \$100, for Wake County property only.
- At .49 per \$100, this will result in \$383,000 in new revenue.

Budget Projections:

- Ad valorem revenue of \$4,147,175, an increase of \$813,000 over current year.
- Sales tax growth is slowing as consumer spending is slowing. Revenue projection of \$1,928,324. Sales tax accounts for 22% of Angier's revenues.
- DMV revenue is projected to be \$301,643.
- Interest earned on investments is expected to decrease, due to falling interest rates.
- Other intergovernmental revenues-those projections come out at the end of the month.
- Total revenue projection for FY 2025 is \$9,228,660 which includes \$600,000 of fund balance appropriated for grant matching, including a Part F grant for park construction.
- Even with an increase in revenue, several projects are not fully funded.

Employee Pay & Benefits:

- Proposal is to give a 3% COLA on July 1.
- Employees can earn up to 4% merit at their annual evaluation.
- Pay Study conducted by David Hill, \$5,000.
- Health Insurance offerings to remain the same, currently projecting a 10% increase.

Administration Requests:

- Requesting Two new positions.
- Community Development Coordinator under Administration, instead of Planning & Zoning.
- All background checks and drug screens to be charged to Administration Department.
- Worker's Comp and Liability Insurance split out by department.

Fees & Rates – General Fund:

- Road Closure Fee \$500 (new).
- Parks & Recreation Fee increase from \$500 to \$1,000 per lot/unit, resulting in additional \$200,000 of revenue. Total revenue collected on 400 homes is \$400,000.
- Payment in lieu of open space, increase from \$600 to \$1,000 per lot/unit. This option has not been used in the past.

Enterprise Fund – Water/Sewer

- These funds are to be self-supporting, not supplemented by transfers from the general fund.
- This means the fund is treated like a private business.
- The Town should be charging the cost of providing services to the customer.

Water/Sewer How Does Angier Compare?

Municipality	Regulatory (Tap) Fees Water	Regulatory (Tap) Fees Sewer	Total
Angier	\$732	\$799	\$1,531
Dunn	\$1,750	\$1,750	\$3,500
Lillington	\$1,400	\$1,500	\$2,900
Fuquay-Varina	\$2,200	\$1,510	\$3,710

Angier's fees have been the same for at least 12 years. Water tap installation costs \$2,850 for materials and labor. Equipment costs come from the FEMA Schedule of Equipment Rates. Sewer tap installation costs \$3,350 for materials and labor. These increases are needed to fully fund our utility system and to be competitive with peer communities. System Development Fees are unique to each system and the Board cannot change them without a new study. The study and fees were adopted last year. It was the Town Manager's recommendation to utilize the Consumer Price Index (CPI) every year to determine increases.

Funding from other sources:

- Utilizing grants and interest free loans is one strategy the town will use to move projects forward.
- Since July 2023, the town has been awarded \$2,056,000. Lead Service Line replacement, Harnett County Grant and Harnett Arts Grant. Senator Burgin allocated \$50,000.
- We are seeking funding for MM #1 and MM#2 to address flooding issues.

It was the consensus of the Board for the Town Manager to present a recommendation of tap fee increases based on cost. The burden of these costs will not affect existing residents.

7. Harnett County Grant \$50,000

Ms. Krige stated Senator Burgin was able to secure \$50,000 for the Town and she would like some guidance on how the Board wished to spend this money. The restriction of these funds would be that it needs to be spent on a public benefit and has to be within Harnett County and also has to be spent within 1 year of acceptance.

It was the consensus of the Board to utilize the funds to go towards a Veteran Park and to seek estimated costs.

Department Presentations**8. Streets, Water/Sewer**

Interim Public Works Director, Brandon Johnson reviewed Public Works activities.

Public Works maintains the water/sewer and street departments. Public Works inspects all new construction, including water and sewer connections. Those are all inspected and tested by the Public Works department. Along with that, every home that's built, a Certificate of Occupancy needs to be completed by going out to the site and make sure the property is to the Town's specifications. Public Works has 12 Full time employees, 1 Part time employee, 1 Project Manager, and is operated on a \$7.5M budget.

Water Department:

The department maintains approximately 67 miles of water lines. Approximately 20,000,000 gallons of water is purchased from Harnett County each month. They operate and maintain 3 water tanks and 1 booster pump station and also have a new water tank under design.

Dora Street Tank – built in 1936 and still provides quality drinking water to our residents.

Junny Road Tank – soon to be decommissioned with the construction of our new Junny Road tank.

Kennebec Church Road Tank – built in 2017 to help provide adequate pressure for the continuing growth in the northern areas of town.

Additional Duties of Water Department:

- Read and maintain 4,127 water meters
- New water taps and water main repairs
- Compliance monitoring and sampling

Backflow/Cross Connection Program:

- The Town of Angier partners with BSI online to track our backflow customers
- The water department provides approximately 215 customers essential information for testing of their backflow preventers and submitting reports through our third-party company

Sewer Department:

The department operates and maintains 32 miles of sewer lines. Approximately 18 million gallons of wastewater per month is sent to Harnett County for treatment. They operate and maintain 12 sewer pump stations that consist of duplex pumps with controls and backup generators. They operate and maintain a 136-acre wastewater treatment facility that consists of an 8-acre lagoon and 5 irrigation fields. They provide sewer taps for new construction and make sewer main and service repairs.

Additional Duties of Sewer Department:

- Sewer maintenance – providing our residents with 24 hour drain cleaning service
- Pump station operations – 24-hour monitoring of 12 sewer pump stations
- New sewer taps – public works provides new sewer taps for single family homes on in-fill lots within the city limits.

Locating requests responded to by Public Works staff for March 2024 was 906.

New Construction Utility Inspections:

- Public works provides utility inspection services for all new construction developments within our jurisdiction. This includes inspections on installation of water mains, sewer mains, and streets.
- Public works also provides a site inspection on all new home builds within our jurisdiction. This includes inspecting all utilities and streets at the c/o stage of a home build

Streets Department:

The department maintains 33.39 miles of street within our town limits. They provide services to remove leaves, limbs, and household debris on a weekly basis. The streets department maintains storm drainage and ditches within the right-of-way. They provide services for weekly trash and recycle pickup that is subcontracted to Carolina Trash.

Additional Duties of Streets Department:

- Household and Limb removal – we ask residents to place all household and limb debris by the curb on Monday mornings to be collected by the end of the week.
- Leaf removal – we ask residents to place all leaf debris by the curb on Monday mornings to be collected by the end of the week.
- Asphalt repairs – staff completes asphalt repairs from utility cuts and potholes.

Carolina Trash:

The Town has had a contract with Carolina Trash now for 3 years. The original contract is for a five-year term. Carolina Trash proposed a 5.5% CPI rate increase; however, they came back later and stated they would not raise rates if the Town extended their contract for an additional year. The current agreement gives the provision that the Town can extend for two years past the five-year term.

Board Action: The Town Board voted to extend the contract with Carolina Trash for an additional year with no CPI rate increase.

Motion: Commissioner Strickland

Vote: 4-0; unanimous

Public Works Budget Requests:

2 additional employees

Excavator

ODB Leaf Vacuum Truck

This equipment will help staff take on more projects in house such as Lillington St water line replacement, Church St. parking lot water line replacement, Fish Dr. water line extension, W. Church St. 2" water line abandonment, and Church St./McIver St. sewer line replacement. Just on 2 in house projects will help save the Town approximately \$220,000.

Powell Bill Fund:

Public Works maintains 33.9 miles of streets. Resurfacing takes place every two years. The Town of Angier will evaluate streets to determine paving schedule. Evaluating consists of: 1) Condition of existing pavement; 2) How many years has it been since the street was last paved; 3) are there any future utility projects in the area? (core replacement). Public Works is requesting to move \$105,000 from the Powell Bill Fund Balance to the Powell Bill contract services totaling \$308,600 used for street resurfacing.

Town of Angier Proposed Projects:

- Church St. Parking Lot \$400,000 – 43 total parking spaces added along with the replacement of 540 LF of water line
- Information Sign N. Broad St. & NC 55 \$70,000
- Campbell St. Sidewalk Extension \$600,000 – 3,500ft of proposed curb and sidewalk to the proposed park entrance.

Funded Town of Angier Projects:

1. Town of Angier Police Department (USDA Loan) \$5,000,000
2. Junny Rd. Water Tank & Booster Pump Station (ARPA Funds) \$4,456,000
3. Core Water Line Replacement (ARPA Funds) \$5,240,000
4. Lead Service Line Inventory (Grant, Loan Funds) \$1,800,000
5. South Broad St. Drainage Project MM#3 (ARPA, Town Funds) \$800,000
6. Junny Rd. Sidewalk EB 6020 (80/20 match) \$1,426,000
7. McIver St./Wilma St. Sidewalk BL-0090 (80/20 match) \$1,098,000
8. Proposed Mitigation Measure #2 (not yet funded)
9. Proposed Mitigation Measure #1 (not yet funded)

9. Police

Chief Thompson reviewed the departments 2023 accomplishments

- Joined partnership with the Special Olympics of North Carolina
- Began the two-year process of becoming state accredited through NCLEA
- Strengthened community relations through different outreach and educational programs
- Updated, revised and wrote new policies for the department to conform to state standards
- Picked a contractor and designer for the new police station
- New training facility located at the APD range on Smith Drive should be completed before the end of the 2023-2024 budget

- Obtained a second chaplain to strengthen our peer support programs and to help with community relations
- Lowered speed limits in high populated residential areas from 35 MPH to 25 MPH
- Revised outdated Town ordinances to cover a wide range of areas

Officer Activities in the Last Year:

- Total calls for service/officer-initiated activities 51,404
- Security checks 22,393
- Subdivision checks 20,623
- 66 Felony arrests, with a total 87 charges
- 151 Misdemeanor arrests, with a total of 154 misdemeanor charges
- Reportable traffic accidents 234
- Traffic stops 2,631

Requested Positions for 2025

- 3 new police officers, 1 being completely paid for by Carolina Charter School (SRO)
- Administrative Assistant

In order to start developing a better patrol structure/career ladder platform, they are wanting to promote two officers into sergeant positions. This will promote a sergeant over both A/C and B/D squads.

Summary of Requests for 2025:

- 1 New Administrative Assistant
- Promote two officers into Patrol Sergeant Positions.
- 3 patrol AWD SUV's, upfitted with graphics and emergency equipment.
- 1 Vehicle paid for by Carolina Charter
- Allotted overtime increased to \$50,000 to fund the salaries for the Special Operations Team and provide officers for the downtown events and to cover needed shifts.
- SOT Equipment / Training expenditure line -- \$10,400 to purchase specialized equipment (8 – Communication gear).
- Special Event / Promotional expenditure \$5,000 to provide funds for promotional Items for special events, Candy for Halloween, toys and stickers, donuts or special treats at the school for completing the GREAT Program.
- Training and meetings expenditure increased by \$9,000 to cover SWAT, Investigation and crash reconstruction classes, and many other classes to prepare our team for the growth of the town.
- Material & Supplies expenditure increased to \$40,114.31 (Growth of the department)
- Uniforms expenditure increased to \$30,000 due to growth of the department and inflation
- Harnett County Animal Control increase their contract from \$12,000 to \$25,000

10. Parks

Parks & Recreation Director Derek McLean shared statistics over the last 20 years of participation.

Jan-Dec 2000	594 participants
Jan-Dec 2009	1,006 participants
Jan-Dec 2016	1,262 participants
Jan-Dec 2023	2,068 participants

The 2024 projections expect to be around 2,200-2,300 participants. That equates to nearly a 400% participation increase since the year 2000.

Angier Parks & Recreation 2024-2025 Budget Requests

- Move Ty Pearson from part time employee to full time employee contingent that Ty earns his HS diploma in June. (This will make 4 full time Parks and Rec. employees including the Director). This will be first full-time employee added since 2013.
- Repair (4) erosion/wash out areas along pond by tennis court and exercise area
- Replenish rip-rap rock along Williams and Willow Street.
- Board approve \$ for funding to build Phase 1 of 3 for construction of new park on Campbell Street

Angier Parks & Recreation 2-5 Year Plan

- Continue to explore funding options for Phase 2 & 3 of new Parks & construction of Community Center such as: grants, naming rights, corporate sponsorships, and/or partnerships from government and private organizations
- Begin construction on new Community Center
- Additional funding to staff, maintain and operate new Park & Community Center
- Expand programming once Phase 1 of new Park & Community Center construction is completed
- Approve additional funding for Phase 2 of construction for New Park (Year 3-5)

Angier Parks & Recreation 5-10 Year Plan

- Approve additional funding for Phase 3 of construction for New Park (Year 7-10)
- Explore greenway opportunities to connect Jack Marley Park, New Park, Angier Elementary School and Downtown Angier.

11. Planning, Zoning & Inspections

Planning Director Jeff Jones stated the department is currently staffed with a Planner, Permit Technician, and Code Enforcement Officer. The Town is actively recruiting a Building Inspector. Mr. Jones proposed making fee adjustments for Parks & Recreation fee, Trade Permit fee, and Reinspection fee.

Budget Requests:

- Budgeting for a new Comprehensive Plan
- Truck for Building Inspector
- Computer and associated equipment for Inspector
- Software to implement building inspection, has a Code Enforcement component

Code Enforcement Violation Statistics 2023

Total: 327
 Nuisance – 115
 Zoning – 200
 Mobile Homes – 12
 2024
 Total: 78
 Nuisance - 26
 Zoning - 47
 Mobile Homes – 5

Building Permit Statistics Since July 1, 2023

New Housing Permits – 320
Electrical – 84
Mechanical – 65
Plumbing – 29
Build – 58
Land (Accessory Structures & Fences) – 104 Demo - 2

Minimum Housing

Code Enforcement Officer Shannon Hodges reviewed the minimum housing process with the Board.

The Town has the power to enforce minimum housing standards by the state of North Carolina under GS 160D-1201 which has been adopted by the Town's ordinance in Chapter 5. The purpose of minimum housing is to identify unsafe, unsanitary, and dangerous conditions that are unfit for human habitation. Complaints can be filed by a public authority and individuals. When individuals file a complaint there are five statements that are required to validate that concern. Approximately 95% of minimum housing cases are generated through Shannon himself.

After a case is initiated, Mr. Hodges does a property inspection by looking at several materials such as foundation, exterior walls, windows, and roof. During the exterior investigation, he can determine at that time if he needs to continue on with the case. Once it's determined conditions exist, the State and Town give him the authority to enter a property in a reasonable time. To do this, he sends a letter to the property owner setting a date and time requesting a full complete inspection of the dwelling. A complete walk through of the interior and exterior is then conducted. Things that he looks for are adequate support in the house, roof leaks, buckling, rot, unsanitary conditions, animal or bug infestations, increase in hazards such as wiring and receptacles, is there electricity and running water, and a permanent heat source.

Everything through the process is documented, some cases end up in court. After hazards have been identified, a Notice of Hearing is mailed to the property owners. At the time of the hearing the details of the inspection are reviewed with the property owner confirming the structure to be hazardous an unsanitary for human habitation. During the Hearing, the property owner is entitled to offer any evidence relevant to the potential violations and discuss methods to reach compliance. After the Hearing, the property owner is then provided with a Findings of Fact & Order letter explaining they either need to make the necessary improvements to comply within a 90-day time frame or the Code Enforcement Official can proceed with causing the dwelling to be vacated and remove or demolish as specified in Town Code Section 5-28.10. All costs associated with causing the dwelling to be vacated and demolished isn't paid within 30 days, the Town shall place a lien against the real property upon which the cost was incurred.

12. Finance

Finance Director Samantha Sleeter reviewed changed from FY 2023-2024.

- Purchase necessary equipment for staff
- Update existing equipment based on IT recommendations
- Add services to existing software
- Research adding additional software
- Increase focus on training for staff

These items relate to operating as an excellent public service organization and allow us to increase our efficiency and ability to answer residential questions in a timely manner. This will also allow us to track financial data more accurately so we can make more informed decisions for the town.

Changes in Nonprofit Donations

Donations to Nonprofits need to benefit the town

Examples include:

Creating a Partnership- The Town Benefiting from Donation

Donating Resources to the Non-Profit for Use

Police Services

Public Works Resources

Parks Fields and Shelters

March 2024 Statistics

- Invoices paid 202
- Residents using Automatic Bank Draft 405
- Utility Bills sent to customers 3,980
- Average payments taken per day 178
- Total past due for active accounts \$5,189.69

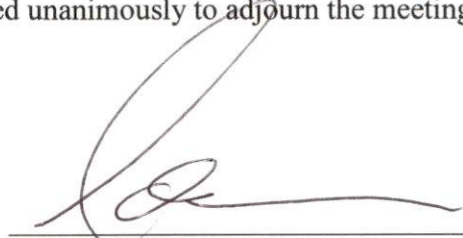
The counties that collect taxes on Angier's behalf will increase approximately \$20-25,000 for the year.

It was the consensus of the Board to set another budget meeting for April 26th from 9-noon.

Adjournment: Being no further business, the Town Board voted unanimously to adjourn the meeting at 3:03pm.

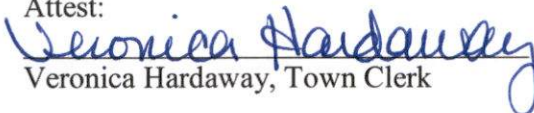
Motion: Commissioner Hawley

Vote: 4-0; unanimous



Robert M. Jusnes, Sr., Mayor

Attest:


Veronica Hardaway, Town Clerk

