

BOARD OF COMMISSIONERS WORKSHOP

February 18, 2020

6:30pm

Pledge of Allegiance

Moment of Prayer

Presentation:

Erin Wynia-Chief Legislative Counsel for the North Carolina League of Municipalities-State of the Region

Old Business:

1. American Legion Post Concept/MOU-**Discussion by the Board**
2. Incentives for Infill/Vacant Lots within the Town Limits-**Discussion by the Board**
3. NW Parking Lot Improvements (Between E. Williams St./E. Depot Street)-**Gerry & Jimmy**
4. Board of Adjustment Discussion-**Dan**

New Business:


1. Downtown Advisory Board-Items to Consider (Bylaws, terms, etc...)
Discussion by the Board
2. Adopt the FY2020-21 Budget Work Schedule-**Gerry**

AMERICAN LEGION POST -
MOU

Harnett GIS




NOT FOR LEGAL USE .




**Harnett
COUNTY**
2024-2025

GIS/E-911 Addressing
February 11, 2020


















N
W E
S



0 40 80 160
Feet


1 inch = 94 feet

	Recycle Center		City Limits		MajorRoads		Mile_Markers
	Landfills		Harnett County Boundary		Interstate		Railroad
	Surrounding County Boundaries		Address Numbers		NC		US
	Federal Property		Airport		Roads		

Harnett GIS




NOT FOR LEGAL USE .




Harnett
COUNTY
2011-2018

GIS/E-911 Addressing
February 11, 2020


















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0 40 80 160
Feet

1 inch = 94 feet

	Recycle Center		City Limits		Major Roads		Mile Markers
	Landfills		Harnett County Boundary		Interstate		Railroad
	Surrounding County Boundaries		Address Numbers		NC		US
	Federal Property		Airport		Roads		

Gerry D. Vincent

From: Sean A. Johnson
Sent: Wednesday, February 12, 2020 11:34 AM
To: Lamar Martin
Cc: Gerry D. Vincent
Subject: RE: [External]American Legion

Mr. Martin,

In order to proceed with the construction of the American Legion building on the property we've discussed, here are your next steps:

1) Rezone the property

- My advice would be to rezone the property from Open Space & Recreation to Central Business. The CB district would allow for the reduced setbacks as we've discussed on site
- Submit a rezoning application to my office and pay the \$400 application fee
- Attend the next regularly scheduled Planning Board meeting - Planning Board will make a recommendation to the Commissioners on the rezoning request
- Attend the Public Hearing at the next regularly scheduled Board of Commissioners meeting - Board will make final decision at this time

2) Receive Site Plan Approval

- Once the property is rezoned, submit your fully engineered site plan to my office along with the Technical Review Committee application and pay the \$400 review fee
- The TRC meets every 3 weeks - Attend the TRC meeting and receive comments from Staff
- Address comments on your site plan and resubmit for approval

3) Obtain a Building Permit

- Once the site plan is approved, submit your architect sealed building plans to my office for building inspector review along with your permit application
- Once approved by the inspector, pay the applicable permit fees and my department will issue your permit

4) Construction can Begin

- Once the building permit is issued, begin construction and contact my office to schedule building inspections as needed

I hope this is helpful. Please contact me with any questions and I'll help walk you through the process.

Thank you,

Sean Johnson, CZO
Director of Planning & Inspections
Town of Angier
Direct: (919) 331 - 6702
Office: 55 N. Broad St. W.
Angier, NC 27501

Harnett GIS



NOT FOR LEGAL USE



Harnett COUNTY
COUNTY OF NORTH CAROLINA

GIS/E-911 Addressing
February 13, 2020

City Limits 

Harnett County Boundary 

Address Numbers 

Airport 

Surrounding County Boundaries 

Federal Property 

Recycle Center 

Landfills 

Major Roads 

Interstate 

NC 

US 

Roads 

Mile Markers 

Railroad 



N E
W S



0 40 80 160 Feet

1 inch = 94 feet

RLT & Associates, Inc.

111 Tasha Lane
Fuquay-Varina, NC 27526

Proposal

Date	Proposal #
2/13/2020	1662

Name / Address
Town of Angier 55 N Broad St West Angier, NC 27501
<i>North of Dead St.</i>

P.O. No.	Terms

Description	Qty	Rate	Total
Location: Ed's Alley Replacement Water/Sewer Install approximately 325 linear feet of 2" water line. Replace approximately 325 linear feet of 8" sewer line along alley for E. Williams St. to NC 210 Set (11) new water meter boxes within 10' of the building, approximately 60 linear feet of 3/4 service line for each address. Set (2) meter boxes near property line, approximately 10 linear feet of the building approximately 60 linear feet of 3/4 service line for each address. Set (11) mini man holes with clean out on/in utility easement. Set (11) clean outs within 10 feet of the building. Provide and install 105 tons of ABC stone to affected area. Labor and Equipment Materials		27,325.00 14,675.00	27,325.00T 14,675.00T
		Total	

Phone #	Fax #
919-552-4489	919-552-9600

RLT & Associates, Inc.

111 Tasha Lane
Fuquay-Varina, NC 27526

Proposal

Date	Proposal #
2/13/2020	1662

Name / Address
Town of Angier 55 N Broad St West Angier, NC 27501

P.O. No.	Terms

Description	Qty	Rate	Total
<p>All material is guaranteed to be as specified and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workman like manner. With the payments to be made as follows: Due within 15 days of Receipt of Invoice. **Exclusions: Testing, Unsuitable Soil/Rock/Materials & Permits unless specifically noted in above description. Note: This proposal may be withdrawn by us if not accepted within 15 days. Any alteration or deviation from above specifications involving extra cost, will be executed only upon written orders and will become an extra charge over and above the estimated. Workmen's Compensation and Public Liability Insurance on above work to be taken out by: RLT Construction and/or RLT and Associates.</p> <p>Acceptance of Proposal: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above. Accounts over 15 days will incur a monthly service charge of 1.5%</p> <p>*****This proposal is valid for 15 days. Harnett Co 7.0%</p>		7.00%	2,940.00
Total			\$44,940.00

Phone #	Fax #
919-552-4489	919-552-9600

**TOWN OF ANGIER
DOWNTOWN ADVISORY COMMITTEE**

RULES OF PROCEDURE

Article I. Name

The name of this organization is the Town of Angier Downtown Advisory Committee, hereinafter referred to as the "Committee."

Article II. Purpose and Powers

The general purpose of the Committee is to serve as an advisory Committee to the Town Board, subject to such limitations as may be imposed by state law or by the General Statutes of the Town, the Committee shall be embodied for the following purposes: Advise, deliberate and make recommendations to the Town Board to help facilitate the implementation of the Comprehensive Plan as it relates to downtown; Serve to support economic development efforts, and the marketing and promotion of downtown; Identify appropriate uses for downtown and identify developers/investors for downtown development; Recommend to Town Board an overall policy for the continued development and sustainability of downtown; Develop financial tools for downtown development; Promote and facilitate the improvement of downtown infrastructure, including water, public safety, parks, parking, transportation, utilities sidewalks, sewer, and streetscape; Promote and facilitate a program to assist in business retention in the downtown; Promote and facilitate a marketing program to increase sales, visitors, and awareness of downtown; Provide Town Board with representative community participation in preparing and implementing plans and reports concerning development of downtown; Promote, facilitate, and act as liaison to catalytic developments significantly affecting the downtown area. Promote and support downtown as a special event location.

Article III. General Rules

The Committee shall be governed by the Ordinances of the Town of Angier, the Laws of the State of North Carolina and these rules of procedure. The Chair may from time to time refer to rules set forth in the current edition of *Robert's Rules of Order Newly Revised* to assist in the running of orderly meetings.

Article IV. Jurisdiction

The Committee's jurisdiction shall apply to the Town of Angier Central Business District. This district is shown on the official Zoning Map of the Town of Angier and is formed by the boundaries of the intersection of Hwy. 55 and Hwy. 210, the intersection of S. Broad and Church St., the intersection of Hwy. 210 and N. Willow, and the intersection of N. Broad and Smithfield. The Committee may also discuss and be consulted on matters outside of the Central Business District, provided the subject is related to the core mission of supporting a healthy and vibrant downtown.

Article V. Organization

Section 1. Membership. The Committee shall consist of nine members. All members shall be entitled to equal rights, privileges and duties with other members of the committee.

Section 2. Officers. At its January meeting each year, the Committee shall elect a chair and vice-chair for the coming year. The chair and vice chair shall hold office for one year and shall be eligible for reelection. The chair shall preside over all meetings of the Committee. The vice-chair shall assist the chair and shall serve as acting chair in the absence of the chair. If the chair is vacated, the vice-chair shall become the chair for the remainder of the vacated term. Removal of a Chairman or Vice Chairman must be done by a majority vote of the remaining board members after board discussion of the reasons for removal. The Town Board also has the ability to remove any board members.

Section 3. Member Terms. All members shall serve a two year term beginning January 1st. Each member can serve a maximum of three consecutive terms followed by a one term absence before reapplying for appointment.

Section 4. Attendance at Meetings. Any member who misses more than three consecutive meetings or more than one half of the regular meetings actually held in a calendar year shall by that fact cease to be a Committee member, unless for reasons beyond their control, as determined by the board. A vacancy created under this Section 3 shall be treated as any other vacancy for purposes of filling the vacated seat.

Section 5. Conflict of Interest. No Committee member shall take part in the hearing, consideration, or deliberation of any case or matter before the Committee in which the Committee member, or any member of the Committee member's family, either directly or indirectly, is a party or has any financial interest.

VI. Meetings

Section 1. Regular Meetings. The Committee shall hold a regular meeting on the fourth Tuesday of each month or at such other time as it may find convenient.

Section 2. Special Meetings. The chair may call special meetings. A majority of the Committee may in writing demand its members call a meeting. Written notice of a special meeting shall be provided to all members at least one week in advance of the meeting.

Section 3. Cancellation of Meetings. Whenever there is no business for the Committee the chair may cancel a meeting, by giving notice to all members not less than twenty-four hours before the time set for the meeting. In the event of severe weather or other sufficient cause the chair may cancel a meeting by giving reasonable notice to all members before the time set for the meeting. In the case of a meeting called by a majority of the Committee the chair may cancel the meeting only upon the concurrence of a majority of the Committee.

Section 4. Quorum. A majority of members (5) shall constitute a quorum for the conduct of business of the Committee. For purposes of expedience, some board votes may be done through email and or phone.

Section 5. Conduct of Meetings. All meetings shall be noticed and open to the public as provided by law. Any person who may be substantially affected by final action in any matter that comes before the Committee may appear in person or by agent or attorney to ask questions, when recognized by the Chair. Any person who comes before the board may, at the discretion of the Chair, provide comments regarding the issue at hand only. These comment sessions will have a time limit of three minutes. The Chair may impose reasonable restraints on presentations. Any person who wishes to present more information may do so, in writing only, to the board or to the Downtown Manager.

Section 6. Voting may be carried out during meetings or through votes cast by email or written documents. Except as may be otherwise required by these rules or other prevailing law, any motion to be carried must have the vote of the majority (5) of the members. A written record of the vote count will be kept in the records. The chair shall be eligible to vote as any other member.

Section 7. Electronic notice. Notice to a member conforms to a requirement of these rules to be in writing if sent by electronic mail to an electronic address provided by the member and not returned to the sender with an error message.

Article VII. Amendments

These rules may be amended at any meeting at which the amendment is first presented upon an affirmative vote of not fewer than five members of the Committee. All proposed changes will be on the meeting agenda which will be sent to board members in advance.

Adopted as amended by at least six members of the Committee on January 28th, 2020.

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member



Town of Angier

www.angier.org

Robert K. Smith
Mayor

Gerry Vincent
Town Manager

Veronica Hardaway
Town Clerk

BUDGET WORK SCHEDULE FY 2020-21

February 18 th	Adopt Budget calendar at Board Workshop
March 6 th	Board Retreat (Campbell University) and updated budget worksheets will be given out
March 20 th	Deadline for Department request and estimates
March 26 th & 27 th	Town Manager and Finance Director review department request
April 13 th -17 th	Town Manager and Finance Director to meet with Department Heads
May 1 st	Town Manager Finalizes estimates
May 5 th	Manager's Budget Presentation
May 19 th	Budget work session at Board Workshop
June 2 nd	Public Hearing
June 18 th	Adoption of Budget