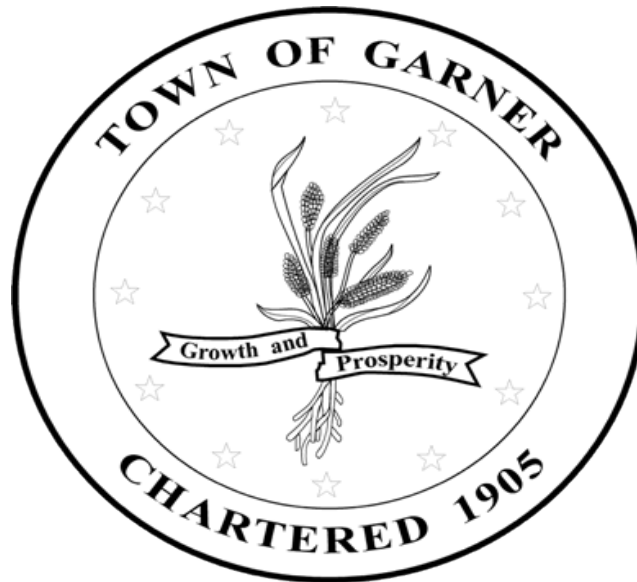


TOWN OF GARNER



TOWN COUNCIL MEETING

January 16, 2018
7:00 P.M.

Garner Town Hall
900 7th Avenue
Garner, NC 27529

**Town of Garner
Town Council Agenda
January 16, 2018**

Dinner will be served for town officials in the Conference Room at 6:15 p.m.

The Council will meet in regular session at 7:00 p.m. in the Garner Town Hall located at 900 7th Avenue.

- A. CALL MEETING TO ORDER/ROLL CALL: Mayor Ronnie Williams

The Council will call for a brief recess at 9:00 p.m.

- B. PLEDGE OF ALLEGIANCE: Council Member Jackie Johns

- C. INVOCATION: Council Member Jackie Johns

- D. PETITIONS AND COMMENTS

This portion of the meeting is to receive comments from the public on items not included in this agenda. Citizens should sign up with the Town Clerk to speak prior to the start of the meeting. The Board is interested in hearing your concerns, but may not take action or deliberate on subject matter brought up during the Petitions and Comments segment. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda.

- E. ADOPTION OF AGENDA

- F. PRESENTATIONS

1. Recognize Retirement of Sergeant Troy Young and Officer David Taylor Page 4
Presenter: Rodney Dickerson, Town Manager and Brandon Zuidema, Police Chief

Recognize retirement of Sergeant Troy Young for 29 years of service and Officer David Taylor for 18 years of service.

- G. CONSENT

All items on the Consent Agenda are considered routine, to be enacted by one motion and without discussion. If a member of the governing body requests discussion of an item, the item will be removed from the Consent Agenda and considered separately.

1. Council Meeting Minutes Page 5
Presenter: Stella Gibson, Town Clerk

Minutes from the October 31, 2017, November 6, 2017, November 21, 2017 and December 4, 2017 Council Meetings.

Action: Adopt Minutes

2. Real Estate Purchase - 112 Rand Mill Road Page 27
Presenter: William E. Anderson, Town Attorney and John Hodges, Assistant Town
Manager-Development Services

The property at 112 Rand Mill Road has been offered for sale. The owners have accepted an offer to purchase in the amount of \$210,000.

Action: Authorize Purchase of Property

3. Resolution Authorizing Disposition of Personal Property (David Taylor) Page 28
Presenter: Brandon Zuidema, Police Chief

Recognize service weapon and badge of Officer David Taylor as disposable property so it can be awarded to him in recognition of his retirement from the Town after 18 years of service.

Action: Adopt Resolution (2018) 2341

4. Resolution Authorizing Disposition of Personal Property (Troy Young) Page 30
Presenter: Brandon Zuidema, Police Chief

Recognize service weapon and badge of Sergeant Troy Young as disposable property so it can be awarded to him in recognition of his retirement from the Town after 29 years of service.

Action: Adopt Resolution (2018) 2342

5. Resolution Authorizing Disposition of Personal Property (Gunnar) Page 32
Presenter: Brandon Zuidema

Recognize K9 Officer Gunnar of Platoon Leader Eric Ankarstran as disposable property, so that he can be awarded to PL Ankarstran in recognition of Gunnar's retirement from the Town after six years of service.

Adopt Resolution (2018) 2343

6. Veteran's Advisory Committee By-Laws Page 34
Presenter: Rob Smith, Asst. PRCR Director

The Veterans Advisory Committee is requesting to change the by-laws from the current meeting schedule of every other month on Monday to once a quarter on the second Monday of the meeting month.

Action: Authorize Change to By-Laws

H. PUBLIC HEARINGS

I. NEW/OLD BUSINESS

1. Lobbyist Activity Report Page 40
Presenter: Sam Bridges, Town Lobbyist

The Town of Garner hired Mr. Bridges in 2016 to serve as a lobbyist as it relates to State Legislative matters as a supplement to the representation provided by other quasi-governmental entities. In addition, Mr. Bridges serves as a Town liaison to Wake County Commissioners, Wake County School Board, City of Raleigh, transportation agencies and others as appropriate for regional and cross-governmental matters. Mr. Bridges will make a public report of his activities and advise the Town Council and staff on any pending actions that we need to take to put ourselves in a better position as it relates to policy, funding and advocacy.

Action: Report Only; No Action

J. COMMITTEE REPORTS

K. MANAGER REPORTS

1. garner info
2. Building & Permit Report
3. Finance Report

L. ATTORNEY REPORTS

M. COUNCIL REPORTS

N. ADJOURNMENT

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: January 16, 2018		
Subject: Retirement Presentations for Troy Young & David Taylor		
Location on Agenda: Presentations		
Department: Police Department		
Contact: BD Sechler, Human Resources Director		
Presenter: Brandon Zuidema, Police Chief and Rodney Dickerson, Town Manager		
Brief Summary: Recognition before Council upon the retirements of Officers Young (29 years) and Taylor (18 years).		
Recommended Motion and/or Requested Action: Presentation Only; No Action		
Detailed Notes:		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: Congratulations to both officers for the many years of service and dedication to the Town.		
Attachments Yes: No: <input checked="" type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	BDS	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: January 16, 2018		
Subject: Council Meeting Minutes		
Location on Agenda: Consent		
Department: Administration		
Contact: Stella Gibson, Town Clerk		
Presenter: Stella Gibson, Town Clerk		
<p>Brief Summary:</p> <p>Minutes from the October 31, 2017, November 6, 2017, November 21, 2017 and December 4, 2017 Council Meetings.</p>		
<p>Recommended Motion and/or Requested Action:</p> <p>Adopt Minutes</p>		
Detailed Notes:		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
<p>Manager's Comments and Recommendations:</p> <p>N/A</p>		
<p>Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/></p>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	SG	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

**Garner Town Council
Council Work Session Minutes
October 31, 2017**

The Council met in a Work Session at 6:00 p.m. on Tuesday, October 31, 2017 in the Town Hall Council Chambers located at 900 7th Avenue.

CALL MEETING TO ORDER/ROLL CALL

Present: Mayor Ronnie Williams, Mayor Pro Tem Kathy Behringer, Council Member Jackie Johns, Council Member Buck Kennedy, and Council Member Gra Singleton. Council Member Ken Marshburn-Absent

Staff Present: Rodney Dickerson-Town Manager, John Hodges-Asst. Town Manager-Development Services, Matt Roylance-Asst. Town Manager-Operations, Jeff Triezenberg-Planning Director, Tony Chalk-Town Engineer, BD Sechler-HR Director, William E. Anderson-Town Attorney, and Rebecca Schlichter-Deputy Town Clerk.

Also Present: Sam Bridges, Town Lobbyist

ADOPTION OF AGENDA

Motion: Johns
Second: Singleton
Vote: Unanimous

REPORTS/DISCUSSION

New Rand Road Design Review

Presenter: Tony Chalk, Town Engineer

Mr. Chuck Nuckols with Kimley Horn, gave an overview of the New Rand Road project.

- Completed roadway plans and have submitted those to NCDOT.
- Within the next few weeks utility plans from the utilities should be received.
- Approximately 30 properties need right of way or easements.
- Scheduled to start relocating utilities May 1, 2018 with completion Aug 1, 2018.
- NC Railroad not willing to add an additional vehicle lane over railroad tracks but might be willing to add a sidewalk. Approval process through the railroad will take approximately 9-12 months.

Ackerman/Hebron Church/White Oak Discussion

Presenter: Jeff Triezenberg, Planning Director

Mr. Triezenberg reviewed the recent "Hot Spot" study within the Southeast Area Plan conducted by CAMPO, as well as the drafting of the proposed new Garner Transportation Plan, improvement of the intersection(s) of these roads has been identified as a high priority for the Garner community. Despite it being a high priority, TIP funding is not a likely candidate. Rather, CAMPO administered Locally Administered Project Program (LAPP) funding is the better candidate. Scoring for competitive LAPP funds is enhanced when Town's complete

the design for proposed projects and then apply for LAPP to help cover right-of-way acquisition and construction.

Roadway improvement projects are typically composed of three phases:

1. Design
2. Right-of-Way Acquisition
3. Construction

To compete for the highly coveted construction dollars available through CAMPO's LAPP funds, local roadway improvement projects must have completed one of the other two phases prior to application: design or right-of-way acquisition. While it is possible to submit two successive annual applications that would cover all three project phases, design only and right-of-way acquisition only projects are rarely competitive.

Through both the recent Southeast Area Study conducted by CAMPO and the Garner Forward Transportation Plan update conducted by the Town, improvement of the intersection(s) of Ackerman, Hebron Church and White Oak roads has been identified as a top priority for the Town. Although each plan/study initially came up with slightly differing solutions, current growth pressures and private development plans in the area are narrowing the options that will be available.

Approximately one year is the anticipated time needed to complete, or nearly complete, design work for such a project. Given the LAPP application cycle begins each fall, now is the time to consider a decision to fund and let design work in advance of an anticipated Fall 2018 application for right-of-way acquisition and roadway construction dollars.

Overview of Human Capital Challenges

Presenter: BD Sechler, Human Resources Director

Mr. Sechler presented an overview of the human capital presentation scheduled for discussion at the Council Retreat.

Avery Street Sidewalk Update

Presenter: Tony Chalk Town Engineer

Mr. Chalk reported some residents along Avery Street that will have sidewalk installed along their street frontage have indicated that they do not want to have the sidewalk installed. There is not adequate right-of-way to do this work without obtaining easements from the property owners in this area.

Ms. Deanna Riffey of 544 Avery Street expressed her opinion against this sidewalk being installed on her side of road.

Mr. Chalk reported that he had also heard from the homeowner of Avery Street and they were not in favor as well.

Mr. Singleton stated that he is the one who requested that the sidewalk be extended and if the residents don't want the extension the Town won't do the extension.

Thompson Road Sidewalk Project

Presenter: Tony Chalk Town Engineer

Mr. Chalk reported there has been a request from two of the residents on Thompson Road to flatten the slopes out in front of their property from what was designed. A quote from the contractor to provide this work was \$45,406.50 with included

- Install fill as indicated from station 16+50+20+00.
- Remove and replace filter fabric and rip rap.
- Extend 18" CS pipe to be billed at the unit price in the contract.
- Excelsior matting to be billed at the unit price in the contract.
- Seeding to be billed at the unit price in the contract.
- If the driveway is damaged it will be repaired at the unit price in the contract.

Mr. Kennedy expressed concern that these homeowners had plenty of time to see it and express their concerns prior to the cement being poured.

Council consensus for staff to discuss with residents about cost sharing of flattening the slopes.

Rec Center CDBG Funding

Presenter: John Hodges, Assistant Town Manager-Development Services

Mr. Hodges reported Wake County has prepared a Subrecipient Agreement for CDBG Funds for the Recreation Center project. The amount of funds that can be used for the project and the approved uses have changed since the original proposal. Staff will update Council on these changes.

Background

The original budget for the Recreation Center included anticipated CDBG Funding in the amount of \$330,000. When Town Engineer Tony Chalk received the original Subrecipient Agreement several months ago, he realized that the funding required construction projects to be bid with Davis-Bacon Act provisions for paying local prevailing wages on public projects. The Engineering Department was unaware of this requirement at the time the Recreation Center project was bid.

As a solution, Mr. Chalk proposed pulling the landscaping portion of the project from the original scope and bidding it separately with the required Davis-Bacon provisions. Wake County verbally approved this plan and the landscaping was pulled from the Pro Construction contract. Several months later, Wake County informed staff that they could not approve this alternate plan because the landscaping was considered significantly related to the Recreation Center construction which did not meet the Davis-Bacon requirements.

Current Proposal

Staff has worked with Wake County to structure an agreement that retains as much of the originally anticipated funding for the Recreation Center as can be justified under CDBG guidelines. The current agreement includes funding in the amount of \$212,000 with a promise to fund an additional \$118,000 for another qualifying project, keeping the total Garner funding allocation at \$330,000.

Most of the \$212,000 will offset costs already in the Recreation Center budget (i.e. furnishings for programming spaces) or unbudgeted expenses that the town will incur (i.e. sports equipment). Some of the qualifying uses will offset costs being spent from other (non-Parks and Recreation) bond funds. These include benches, trash cans and bike racks around the Recreation Center that are a part of the Main Street Streetscape project funded by Streets and Sidewalk bond funds.

Council consensus to put agreement on next week's consent agenda and look for qualifying projects that would meet the CDBG funding requirements to use the \$118,000 balance.

COUNCIL REPORTS

Behringer

- Asked about the water standing under the highway 50 bridge. Mr. Chalk reported that a plumbing permit had been pulled to change a backflow device for the apartments in that area.

Singleton

- Asked why there are no street lights along New Bethel Road and Hebron Church Road at South Garner High School. Mr. Chalk reported that a request has been turned into Duke Energy.

Kennedy

- Recommended to freeze lapse salaries for current budget and requested staff to report accumulated balance to Council at December meeting.

MANAGER REPORTS

- Today was last day St. Augustine was going to occupy Meadowbrook. Mr. Robert Hinton made an offer to continue running as a golf course until Town moves forward with park plans.

ADJOURNMENT: 8:10 p.m.

Motion: Kennedy
Second: Behringer
Vote: Unanimous

**Town of Garner
Town Council Agenda
November 6, 2017**

The Council met in regular session at 7:00 p.m. in the Council Chambers located at 900 7th Avenue.

CALL MEETING TO ORDER/ROLL CALL:

Mayor Ronnie Williams, Mayor Pro Tem Kathy Behringer, Council Member Buck Kennedy, Council Member Ken Marshburn, and Council Member Gra Singleton

Council Member Johns was absent

Staff Present: Rodney Dickerson-Town Manager, Matt Roylance-Asst. Town Manager-Operations, John Hodges-Asst. Town Manager, Development Services, Pam Wortham-Finance Director, Rick Mercier-Communications Manager, Tony Chalk-Town Engineer, Jenny Saldi-Senior Planner, David Bamford-Planning Services Manager, Jeff Triezenberg-Planning Director, Forrest Jones-Public Works Director, Tyson Langdon-Asst. Public Works Director, Lori Smith-Police Department Captain, Thad Anderson-Interim Town Attorney, and Stella Gibson-Town Clerk

CALL MEETING TO ORDER/ROLL CALL: Mayor Ronnie Williams

PLEDGE OF ALLEGIANCE: Council Member Buck Kennedy

INVOCATION: Council Member Buck Kennedy

PETITIONS AND COMMENTS

ADOPTION OF AGENDA

Motion: Marshburn
Second: Behringer
Vote: Unanimous

PRESENTATIONS

Recognition of Retirement of Randy McLamb

Presenter: Rodney Dickerson, Town Manager and Forrest Jones, Public Works Director

Mr. Dickerson and Mr. Jones recognized Randy McLamb, Fleet Mechanic in the Public Works Department, on his recent retirement from the Town of Garner after 24 years of dedicated service.

Auditors Report

Presenter: Elsa Watts, Martin Starnes & Associates, CPAs

Ms. Watts presented the audit report and financial statements for the fiscal year ending June 30, 2017.

CONSENT

Council Meeting Minutes

Presenter: Stella Gibson, Town Clerk

Minutes from the October 17, 2017 Meeting

Action: Adopt Minutes

Updates to the NC Municipal Records and Retention Schedule

Presenter: Stella Gibson

The Town adopted the NC Department of Municipal Records and Retention schedule on October 16, 2012. Since then several updates have been made to the schedule. Adoption of these amendments will bring the Town into compliance with the updated schedule.

Action: Adopt Resolution (2017) 2337

Recognition of Disposable Property

Recognize service weapon and badge of Senior Officer Christina Pappas as disposable property so they can be awarded to her in recognition of her retirement from the Town after over 20 years of dedicated service.

Action: Adopt Resolution (2017) 2336

Ordinance Amending FY2017/2018 Operating Budget

Presenter: Pam Wortham, Finance Director

Ordinance to appropriate funds for copier charges incurred in FY2016/2017 which were not billed until this fiscal year.

Action: Adopt Ordinance (2017) 3886

Wake County Subrecipient Agreement for CDBG Funding

Presenter: John Hodges, Asst. Town Manager – Development Services

Wake County has awarded CDBG funding in the amount of \$212,000 for the Recreation Center project and associated streetscape improvements.

Action: Authorize Town Manager to Execute Contract

Stop Signs for Vandora West Subdivision

Presenter: Tony Chalk, Town Engineer

The Engineering Department is recommending approval to erect 3 stop signs as a traffic control measure within the Vandora West subdivision.

Action: Approve Stop Sign Placement

Meadowbrook Lease Agreement

Presenter: Rodney Dickerson, Town Manager

St. Augustine's University indicated that it will no longer lease the Meadowbrook property from the Town of Garner effective October 31, 2017. Robert Hinton, who manages the facility and golf course, desires to continue operations and has requested the Town to enter into a lease agreement with him. The terms will be similar to those agreed to by St. Augustine's. Because Mr. Hinton proposes to run the facility in the same manner, the change should be seamless to the Town.

Action: Authorize Town Manager to Execute Lease

Motion: Marshburn
Second: Singleton
Vote: Unanimous

PUBLIC HEARINGS

Mayor Williams stated the following request was a quasi-judicial hearing to consider a conditional use site plan and a Master Plan Development and asked the Interim Town Attorney to explain the procedures to be followed during the hearings. The Clerk administered the Affirmation of Oath to the following: Jeff Triezenberg, Jenny Saldi, Tony Chalk, Bart McClain, Isabel Mattox, Jason Risner, Keith Roberts, Chad Simon, Travis Fluitt, Ely Perry, Brian McClain, Thomas Hester, Andrew Petesch, Julia McIver, and Ely Perry.

Mayor Williams asked the Council to disclose any ex parte communications regarding these projects. Hearing none, Mayor Williams opened the public hearing and asked Ms. Saldi to provide the staff report.

Conditional Use Site Plan CUP-SP-17-20, DEH Self-Storage

Presenter: Jenny Saldi, Senior Planner

Ms. Saldi stated this request is for a conditional use site plan approval for a self-storage facility located at 525 US 70 East.

Ms. Mattox gave an overview of the proposed project and introduced Bart McClain, Thomas Hester, and Thomas Fluitt who provided information to satisfy the Town's standard conditions. Mr. Petesch, representing the adjacent existing mini-storage facility, expressed concern regarding saturation of the market in this area. With the addition of this project, there will be two mini storage facilities within a 5-mile radius. Mr. Petesch added it was important to understand the scale of this new project moves away from the character of Garner. Ms. Mattox responded by stating this project will utilize an existing building and create a positive effect in the area.

Hearing no further comments, Mayor Williams closed the public hearing and called for a motion.

Motion: Singleton
Second Kennedy
Vote: Unanimous

Action: Approve CUP-SP-17-20 with no site specific conditions.

Planned Development Rezoning & Master Plan PD-Z-17-01 and PD-MP-17-01, Country Walk Subdivision

Presenter: Jenny Saldi, Senior Planner and David Bamford, Planning Services Manager

Mr. Bamford presented the zoning portion of this request for planned residential development approval for approximately 130.05 acres for 327 dwelling units (215 single-family and 112 townhomes). This request seeks to rezone the site from residential R-40, R-12, and RMH to Planned Residential Development Conditional Use (PRD C5). The site is located on Ackerman Road with frontage on Hebron Church Road.

Council Member Singleton asked how much of this property is actually available for development and Mr. Keith responded of the 130.5 acres only 66 would be developed. Council Member Kennedy added the recent study performed by the CAMPO SEAS identified the need for road improvements in this area. In addition, LAPP funding may be available next fall. At the October work session Council authorized staff to begin the process of hiring a consultant to design improvements to help ease the congestion. Although these improvements are what NCDOT requires now, future improvements may be performed by the Town and CAMPO.

Council Member Kennedy added that there would be no significant traffic impacts as a result of this project based on current zoning requirements. Recent similar projects include Bingham Station and The Villages @ Aversboro.

Chad Simon, Carolyn Pleasants, Joe Pleasants, Johnny Jordan, Joe Atkinson expressed concern regarding the traffic impact this project will have on an already busy road. Ms. Pleasants stated when a previous project was proposed for this site, it included a 35' buffer and fencing along the adjoining property line. She asked if that condition could be considered for this project.

Beth Blockman asked if all wetlands on the property would be in protected areas and Council Member Kennedy responded there are measures and agencies in place to address this matter.

Mr. Simon stated development must occur before NCDOT will consider building roads.

Hearing no further comments, Mayor Williams closed the rezoning public hearing.

Mayor Williams opened the site plan public hearing and asked Ms. Saldi to present the staff report for the Planned Development.

Council Member Kennedy asked what the build-out is for this project and Mr. Risner responded it would take 3-4 years to complete, with development of approximately 50 lots per year.

Mr. Triezenberg stated there may be additional funding available from the 2013 bond referendum and CAMPO to assist with road improvements in this area. The Town may have to contribute up to 40% or approximately \$1.2M - \$1.8M for the improvements.

Mayor Pro Tem Behringer stated there is a severe housing shortage in Wake County and looking at the bigger picture, the Town has a responsibility to ease the shortage along with commitments to road improvements.

Hearing no further comments. Mayor Williams closed the public hearing and called for a motion.

Motion: Kennedy
Second: Marshburn
Vote: Unanimous

Council Member Singleton asked to amend the motion to add the following conditions to the site specific conditions:

1. A petition for annexation shall be submitted to the Planning Department prior to recordation of the first final plat for the subdivision.
2. The applicant shall meet with the property owner of Wake County PIN 1629-46-3052, to discuss installing a fence on the property line. The agreed to fence shall be shown on plans presented to Town Council.
3. A 35-foot buffer, with privacy fence, shall be provided adjacent to PIN 1629-38-1473 (1932 Ackerman Road), as agreed to between Developer, Property Owner and Town Staff.
4. No Certificates of Occupancy shall be issued until the recommendations of the consultant, for road improvements to the intersection of Ackerman, Hebron Church, White Oak Roads, are approved by the Town staff and Town Council.

Amendment of Motion:
Vote: Marshburn
Second: Kennedy
Vote: Unanimous

Adopt Ordinance (2017) 3887 and Approve PD-MP-17-01 with 7 site specific conditions:

1. A petition for annexation shall be submitted to the Planning Department prior to recordation of the first final plat for the subdivision.
2. A fee-in-lieu of parkland dedication shall be posted to the Town of Garner prior to issuance of each individual residential building permit.
3. The Developer shall be responsible for all transportation improvements required by NCDOT.
4. The applicant shall meet with the property owner of Wake County PIN 1629-46-3052, to discuss installing a fence on the property line. The agreed to fence shall be shown on plans presented to Town Council.
5. The existing cemetery on site, with access provided, shall be reflected on the subdivision plan submitted for staff review.
6. A 35-foot buffer, with privacy fence, shall be provided adjacent to PIN 1629-38-1473 (1932 Ackerman Road), as agreed to between Developer, Property Owner and Town Staff.

7. No Certificates of Occupancy shall be issued until the recommendations of the consultant for road improvements to the intersection of Ackerman, Hebron Church, White Oak Roads, are approved by the Town staff and Town Council.

Vote: Marshburn
Second: Singleton
Vote: Unanimous

Annexation Petition ANX-17-06, Martin Marietta

Presenter: David Bamford, Planning Services Manager

Mayor Williams opened the public hearing and asked David Bamford to provide the staff report.

Mr. Bamford stated this request is for contiguous annexation of 5.76 acres located at 2500 Waterfield Drive. This development was approved for an office/warehouse project on July 6, 2017 (SUP-SP-17-06).

Hearing no comments, Mayor Williams closed the public hearing and called for a motion.

Action: Adopt Ordinance (2017) 3888

Motion: Singleton
Second: Behringer
Motion: Unanimous

Annexation Petition ANX-17-07, Pezza Properties

Presenter: David Bamford, Planning Services Manager

Mayor Williams opened the public hearing and asked David Bamford to provide the staff report.

Mr. Bamford stated this request is for contiguous annexation of 3.7 acres located at 7974 Bryan Road. The owner is requesting public water connection for a single-family residence.

Action: Adopt Ordinance (2017) 3889

Motion: Marshburn
Second: Behringer
Vote: Unanimous

NEW/OLD BUSINESS

COMMITTEE REPORTS

MANAGER REPORTS

- garner info
- Retreat Logistics
- Reminded Council of the Planning Retreat scheduled for November 8-9 at the Dempsey Benton Water Plant; Retreat information was distributed last week
- Reported the Town is waiting for equipment replacement before broadcasting meetings on facebook live
- Reported Chief Zuidema will be inducted in January as the President of the NC Association of Chiefs of Police

ATTORNEY REPORTS

COUNCIL REPORTS

Kennedy

- Asked Mr. Chalk to provide an update on the Rec Center project
- Reported homeowners on Thompson Road are not interested in participating financially for the reduction of the slope at their property

Singleton

- Reported 17 people attended the Town Hall public open house

Behringer

- Reported she and Mayor Williams attended the Stars on Stage performance hosted by Garner Ed Foundation
- Advised the Garner Ed Foundation is hosting a tea party on New Year's Day at Angie's Restaurant; a portion of the sales will go to the Ed Foundation; tickets are \$10

Marshburn

- Wished the candidates well during tomorrow's election
- Reminded Council of the Veteran's observance event on Saturday at 11:00 a.m. at the Aversboro Baptist Church

Mr. Dickerson reported the permit number on the application was transposed for PD-MP-17-01 and the correction was made.

CLOSED SESSION:

Pursuant to N.C. General Statutes Section 143.318.11(a)(6) to discuss the qualifications, competence, performance, character, fitness, or conditions of an appointment of an individual public officer or employee.

Motion: Singleton
 Second: Marshburn
 Vote: Unanimous

RETURN TO REGULAR SESSION AND ADJOURNMENT: 10:29 p.m.

**Town of Garner
Town Council Meeting Minutes
November 21, 2017**

The Council met in regular session at 7:00 p.m. in the Council Chambers located at 900 7th Avenue.

CALL MEETING TO ORDER/ROLL CALL: Mayor Ronnie Williams

Mayor Ronnie Williams, Mayor Pro Tem Kathy Behringer, Council Member Buck Kennedy, Council Member Ken Marshburn, and Council Member Gra Singleton

Council Member Johns was absent

Staff Present: Rodney Dickerson-Town Manager, Matt Roylance-Asst. Town Manager-Operations, John Hodges-Asst. Town Manager, Development Services, Tony Chalk-Town Engineer, Pam Wortham-Finance Director, Rick Mercier-Communications Manager, Joe Stallings-Economic Development Director, Jeff Triezenberg-Planning Director, William E. Anderson-Town Attorney, and Stella Gibson-Town Clerk

Also Present: Sam Bridges-Lobbyist

PLEDGE OF ALLEGIANCE: Council Member Ken Marshburn

INVOCATION: Council Member Ken Marshburn asked Asst. Pastor Daniel Karl of Garner Advent Christian Church to deliver the invocation.

PETITIONS AND COMMENTS

Mr. Bill Spence expressed concern with the maintenance of the slope in front of his property on Thompson Road. Mr. Chalk advised the existing contractor could modify the slopes at a cost of \$45,000. Council discussed the possibility of an alternate approach and asked Mr. Chalk to work with the Spence's to determine the best approach and present to Council.

ADOPTION OF AGENDA

Motion: Marshburn
Second: Singleton
Vote: Unanimous

PRESENTATIONS

CONSENT

Ordinance Amending FY2017/2018 Operating Budget
Presenter: Pam Wortham, Finance Director

Request to use unappropriated fund balance to replace lifts in the Public Works Fleet Management shop (\$13,800) and to provide resources for legal expenses related to the construction of the police department and other lawsuits that may arise (\$50,000). Total amount of request is \$63,800.

Action: Adopt Ordinance (2017) 3890

Town Manager Salary Authorization Up to 50% (Midpoint) of Grade Range

Presenter: BD Sechler, Human Resources Director

The Town Manager currently has the authorization to approve salary offers up to 30% of the pay range for the position's range. This motion would allow the Town Manager to approve salary offers up to 50% (midpoint) of the pay range for all approved positions within the Town.

Action: Authorize Request

Motion: Marshburn
Second: Behringer
Vote: Unanimous

PUBLIC HEARINGS

NEW/OLD BUSINESS

Garner Technology Center Redevelopment Refresh

Presenter: Joe Stallings, Economic Development Director

Mr. Stallings presented the rough draft of the new Garner Technology Center Redevelopment Strategy which uses current market and demand data to update the existing strategy and expand the scope of potential development opportunities for the site.

Action: Authorize Updated Strategy

Motion: Marshburn
Second: Kennedy
Vote: Unanimous

Swift Creek Land Management Plan Interlocal Agreement

Presenter: Jeff Triezenberg, Planning Director

Mr. Triezenberg stated this document is a revised inter-local agreement for the parties of the Swift Creek Water Supply Watershed Plan (Garner, Cary, Apex, Raleigh, and Wake County). Mr. Triezenberg explained this agreement is in place to better manage development of land around Lake Benson and Lake Wheeler and establish a plan to manage, account for amendments, and establish a general process for administering. Mr. Triezenberg also stated putting this document into place will assist the Town if issues occurred with future development.

Action: Authorize Execution of Agreement

Motion: Behringer
Second: Marshburn
Vote: Unanimous

Amendment to the Swift Creek Land Management Plan Map

Presenter: Jeff Triezenberg, Planning Director

Mr. Triezenberg explained this is an amendment to the Swift Creek Land Management Plan, an inter-local agreement and planning effort to manage development within the Swift Creek Water Supply Watershed. Wake County and Garner have requested a Land Use Classification amendment for the purpose of reclassifying land areas located within their planning jurisdictions to better accommodate the existing and projected growth patterns.

Action: Adopt Proposed Map Amendments

Motion: Kennedy
Second: Behringer
Vote: Unanimous

COMMITTEE REPORTS

MANAGER REPORTS

- garner info
- Finance Report
- Building & Permit Report
- NAI Carolantic Realty Conference - January 17 at the PNC Arena
- Christmas Parade – December 2 at 2:00 p.m.
- Swearing-In Ceremony – December 4 (Secretary of State Elaine Marshall will officiate)

ATTORNEY REPORTS

Mr. Anderson requested the following closed sessions:

Pursuant to N.C. General Statutes 143-318.11(a)(3) to discuss litigation and specifically the CDI v Garner and ADW Architects case.

Pursuant to N.C. General Statutes 143-318-11(a)(5) to discuss possible real estate acquisition and the Town's negotiating position regarding such real estate.

COUNCIL REPORTS

Kennedy

- Expressed concern regarding the different shades of brick at the Rec Center. Mr. Chalk will discuss with the architect.

Singleton

- Asked if reasonable progress is being made on the construction of the Rec Center. Mr. Chalk stated progress is being made and the anticipated completion date is late May/June 2018.

Behringer

- Expressed frustration of the slow progress of the Rec Center.
- Reported the property on West Garner Road, near the auto repair shop, is storing granite slabs near the road.

Marshburn

- Reported attending the first of the Broadway Voices performance.
- Asked why the water level in Lake Benson was low. Mr. Chalk responded this is due to the drought as well as upstream from the bridge on Buffaloe Road is the shallow portion of the lake. Because of this, it would not take long to expose the bank at Lake Benson.
- Asked if staff could assist with the on-going problem of individuals loitering outside businesses on 5th Avenue.

Mr. Bridges provided the latest draft of the WCPSS Enrollment Plan which will be adopted at their December 5 meeting.

RETURN TO REGULAR SESSION AND ADJOURNMENT: 9:03 p.m.

**Town of Garner
Town Council Meeting Minutes
December 4, 2017**

The Council met in regular session at 7:00 p.m. in the Council Chambers located at 900 7th Avenue.

CALL MEETING TO ORDER/ROLL CALL: Mayor Ronnie Williams

Mayor Ronnie Williams, Mayor Pro Tem Kathy Behringer, Council Member Buck Kennedy, Council Member Ken Marshburn, and Council Member Gra Singleton

Council Member Jackie Johns was absent

Staff Present: Rodney Dickerson-Town Manager, Matt Royslance-Asst. Town Manager-Operations, John Hodges-Asst. Town Manager, Development Services, Rick Mercier-Communications Manager, Jeff Triezenberg-Planning Director, David Bamford-Planning Services Manager, Jenny Saldi-Senior Planner, BD Sechler-Human Resources Director, William E. Anderson-Town Attorney, and Stella Gibson-Town Clerk

Also Present: Sam Bridges-Lobbyist

INDUCTION OF COUNCIL MEMBERS

Honorable Elaine Marshall, Secretary of State administered the Oath of Office to Council Member Kathy Behringer and Council Member Gra Singleton

SELECTION OF MAYOR PRO-TEM

Council consensus to appoint Council Member Ken Marshburn as Mayor Pro Tem.

PETITIONS AND COMMENTS

ADOPTION OF AGENDA

Motion: Marshburn
Second: Singleton
Vote: Unanimous

PRESENTATIONS

Mr. Dickerson and Mr. Triezenberg recognized Jenny Saldi, Senior Planner, for her 22 years of dedicated service to the Town.

CONSENT

Council Member Kennedy requested to move discussion of the personnel policies and holiday bank to the December 19 agenda.

Resolution Declaring Unpaid Nuisance Abatements as Liens

Presenter: Pam Wortham, Finance Director

This Resolution authorizes unpaid nuisance abatement fees to be filed with Wake County Revenue as liens to real property and added to the property owner’s tax bill. The properties listed have unpaid abatements more than 30 days old.

Action: Adopt Resolution (2017) 2338

Motion: Kennedy
Second: Singleton
Vote: Unanimous

Employee Personnel Policy Updates

Presenter: BD Sechler, Human Resources Director

Update of current practice to end the practice of paying out accrued but unused Police holiday bank time beginning with accruals earned as of January 1, 2018 as well as clarifying all sworn, non-exempt Police staff will use a holiday bank exclusively.

Action: Move to December 19 agenda

Police Holiday Bank Accrual Payout Modification

Presenter: BD Sechler, Human Resources Director

Update policy beginning January 1, 2018 to clarify all sworn, non-exempt police staff will use a holiday bank program exclusively in lieu of being paid for holidays.

Action: Move to December 19 agenda

Motion: Kennedy
Second: Marshburn
Vote: Unanimous

PUBLIC HEARINGS

Mayor Williams stated the following requests were quasi-judicial hearings and conditional use site plans and asked the Town Attorney to explain the procedures to be followed during the hearings. The Clerk administered the Affirmation of Oath to the following: Jeff Triezenberg, Jenny Saldi, Jay Priester, Matthew Peach, Dan Simmons, Joshua Reinke, Bill Harrell, and Joe Faulkner.

Mayor Williams asked the Council to disclose any ex parte communications regarding these projects. Hearing none, Mayor Williams opened the public hearing and asked Mr. Triezenberg to provide the staff report.

Conditional Use Site Plan CUP-SP-17-24, Steak-N-Shake

Mr. Triezenberg stated this request was for conditional use site plan approval for a restaurant with a drive-thru window. The site is located at 4202 Fayetteville Road.

Action: Approve CUP-SP-17-24

Mayor Williams closed the public hearing and called for a vote.

Motion: Kennedy
Second: Singleton
Vote: Unanimous

Conditional Use Rezoning CUD-Z-17-02 (C-195) & Conditional Use Permit CUP-SB-17-02, Bryan Property

Mayor Williams opened the public hearing and asked Mr. Bamford to provide the staff report relating to the rezoning request. Mr. Bamford stated this request is for a change in the zoning for approximately 18.05 acres from Residential 40 (R40) general use to Residential 9 (R9) conditional use.

Mayor Williams closed the public hearing for the conditional use rezoning request and opened the public hearing for the conditional use portion of this request. Ms. Saldi was asked to provide the staff report for the conditional use request.

Mayor Williams closed the public hearing and called for a motion.

Action: Adopt (2017) 3891
Motion: Marshburn
Second: Singleton
Vote: Unanimous

Action: Approve CUP-SB-17-02 with 3 site specific conditions: 1) Submittal of a petition for annexation shall be submitted prior to recordation of the first final plat, 2) A Homeowner’s Association shall be created, and restrictive covenants recorded as part of the first final plat recordation, and 3) The developer shall be responsible for improvements required by NCDOT.

Motion: Marshburn
Second: Kennedy
Vote: Unanimous

Conditional Use Rezoning CUD-Z-17-03 (C-196) & CUP-SB-17-01, Clifford Road

Mayor Williams opened the public hearing and asked Mr. Bamford to provide the staff report relating to the rezoning request. Mr. Bamford stated this request is for a change in the zoning for approximately 9.25 acres from single-family Residential 40 (R40) general use to single-family Residential 9 (R9) conditional use.

Mayor Williams closed the public hearing for the conditional use rezoning request and opened the public hearing for the conditional use portion of this request. Ms. Saldi was asked to provide the staff report for the conditional use request.

Mayor Williams closed the public hearing and called for a motion.

Action: Adopt Ordinance (2017) 3892

Motion: Singleton
Second: Behringer
Vote: Unanimous

Action: Approve CUP-SB-17-01 with 3 site specific conditions: 1) Submittal of a petition for annexation shall be submitted prior to recordation of the first final plat, 2) A Homeowner's Association shall be created, and restrictive covenants recorded as part of the first final plat recordation, and 3) The developer shall be responsible for improvements required by NCDOT.

Motion: Singleton
Second: Marshburn
Vote: Unanimous

Conditional Use Rezoning CUD-Z-17-04 (C-197) and Conditional Use Site Plan CUP-SP-17-16, Rand Village

Mayor Williams opened the public hearing and asked Mr. Bamford to provide the staff report relating to the rezoning request. Mr. Bamford stated this request is for a change in zoning for approximately 26.67 acres from Single-Family Residential 40 (R-40) to Service Business (SB) conditional use. Accompanying this rezoning request is a conditional use site plan for a commercial subdivision located at 7768 Fayetteville Road.

Mayor Williams closed the public hearing for the conditional use rezoning request and opened the public hearing for the conditional use portion of this request. Ms. Saldi was asked to provide the staff report for the conditional use request.

Mayor Williams closed the public hearing and called for a motion.

Action: Adopt Ordinance (2017) 3893

Motion: Singleton
Second: Kennedy
Vote: Unanimous

Action: Approve CUP-SP-17-16 with 3 site specific conditions: 1) Prior to issuance of a building permit, a petition for annexation shall be submitted to the Planning Department, 2) Prior to release of sign permits, an approved master sign plan shall be required, and 3) The developer will be the responsible party for any improvements as required by NCDOT.

Motion: Singleton
Second: Marshburn

Vote: Unanimous

Conditional Use Rezoning CUD-Z-17-05 and CUP-SP-17-21, 411 Loop Road

Mayor Williams opened the public hearing and asked Mr. Bamford to provide the staff report relating to the rezoning request.

Mr. Bamford stated this request is for a change in zoning for approximately 2.65 acres from Residential 20 (R-20) general use to Service Business (SB) conditional use. Accompanying this request is a conditional use site plan for an outdoor storage yard.

Mayor Williams closed the public hearing for the conditional use rezoning request and opened the public hearing for the conditional use portion of this request. Ms. Saldi was asked to provide the staff report for the conditional use request.

Mayor Williams closed the public hearing and called for a motion.

Action: Adopt (2017) 3894

Motion: Singleton
Second: Marshburn
Vote: Unanimous

Action: Approve CUP-SP-17-21 with 2 site specific conditions: 1) A fee-in-lieu of sidewalk construction shall be collected prior to issuance of a building permit, and 2) A modification to the approved Conditional Use Permit shall be required prior to installation of any site lighting for this project.

Motion: Marshburn
Second: Behringer
Vote: Unanimous

NEW/OLD BUSINESS

COMMITTEE REPORTS

MANAGER REPORTS

garner info

- NAI Carolantic Realty Conference - January 17 at the PNC Arena
- NC Rail Forum – January 24 at Marriott Center City, Downtown Raleigh
- Triangle Community Coalition Coffee Chat – January 2018
- Council appointment of Triangle J Delegate (Ken Marshburn) and Alternate (Mayor Williams)
- Invitation to meet with Wake County Commissioner Holmes, County staff and Town staff, to discuss affordable housing and initiatives.

ATTORNEY REPORTS

COUNCIL REPORTS

Marshburn

- Thanked staff for work on the Light Up Main and Parade.

Behringer

- Reported the Women's Club 25th Tour of Homes was a great success.

Singleton

- Thanked Ms. Saldi for her diligent work for the Town.

Kennedy

- Asked for further discussion at the December 19 meeting regarding the holiday bank.

ADJOURNMENT: 10:21 P.M.

DRAFT

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: January 16, 2018		
Subject: Real Estate Purchase - 112 Rand Mill Road		
Location on Agenda: Consent		
Department: Town Manager's Office		
Contact: William E. Anderson, Town Attorney & John Hodges, Asst. Town Manager-Development Services		
Presenter: William E. Anderson, Town Attorney & John Hodges, Asst. Town Manager-Development Services		
Brief Summary: The property at 112 Rand Mill Road has been offered for sale. The owners have accepted an offer to purchase in the amount of \$210,000.		
Recommended Motion and/or Requested Action: Authorize purchase of house and lot and action by Town Manager and Attorney to complete closing.		
Detailed Notes: The property will be used to supplement existing parking.		
Funding Source: Redevelopment Bond Funds		
Cost: \$210,000	One Time: <input checked="" type="radio"/>	Annual: <input type="radio"/> No Cost: <input type="radio"/>
Manager's Comments and Recommendations: 		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	WEA/JMH	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: January 16, 2018			
Subject: Recognition of Disposable Property (Taylor)			
Location on Agenda: Consent			
Department: Police			
Contact: Brandon Zuidema, Police Chief			
Presenter: Brandon Zuidema, Police Chief			
Brief Summary: Recognize service weapon and badge of Officer David Taylor as disposable property, so that they can be awarded to him in recognition of his retirement from the Town after over 18 years of service. **No presentation**			
Recommended Motion and/or Requested Action: Adopt Resolution (2018) 2341			
Detailed Notes:			
Funding Source:			
Cost:	One Time:	Annual:	No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: N/A			
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>			
Agenda Form Reviewed by:	Initials:	Comments:	
Department Head:	BVZ		
Finance Director:			
Town Attorney:			
Town Manager:	RD		
Town Clerk:			

RESOLUTION NO. (2018) 2341

RESOLUTION AUTHORIZING DISPOSITION OF PERSONAL PROPERTY

WHEREAS, Officer David Taylor retired from the Garner Police Department on December 31, 2017 following eighteen years of service to the Town of Garner; and

WHEREAS, pursuant to N.C.G.S. 20-187.2, a governing board of a unit of government may award a retiring member of the law-enforcement agency their badge and service side arm at no cost to the retiring employees;

WHEREAS, pursuant to G.S. 160A-266 municipalities are authorized to dispose of personal property;

THEREFORE, BE IT RESOLVED that SigSauer P226 service sidearm, Serial # UU731131 and the badge carried by Officer David Taylor be deemed as disposable property and awarded to him, at no cost, on the occasion of his retirement; and

THEREFORE, BE IT FURTHER RESOLVED that Officer David Taylor will be responsible for obtaining the necessary permits as required by law to possess and carry such a side arm further described as a SigSauer P226, Serial # UU731131.

Duly adopted this 16th day of January 2018.

Ronnie S. Williams, Mayor

ATTEST:

Stella L. Gibson, Town Clerk

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: January 16, 2018			
Subject: Recognition of Disposable Property (Young)			
Location on Agenda: Consent			
Department: Police			
Contact: Brandon Zuidema, Police Chief			
Presenter: Brandon Zuidema, Police Chief			
Brief Summary: Recognize service weapon and badge of Sergeant Troy Young as disposable property, so that they can be awarded to him in recognition of his retirement from the Town after over 29 years of service. **No presentation**			
Recommended Motion and/or Requested Action: Adopt Resolution (2018) 2342			
Detailed Notes:			
Funding Source:			
Cost:	One Time:	Annual:	No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: N/A			
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>			
Agenda Form Reviewed by:	Initials:	Comments:	
Department Head:	BVZ		
Finance Director:			
Town Attorney:			
Town Manager:	RD		
Town Clerk:			

RESOLUTION NO. (2018) 2342

RESOLUTION AUTHORIZING DISPOSITION OF PERSONAL PROPERTY

WHEREAS, Sergeant Troy Young retired from the Garner Police Department on September 29, 2017 following twenty-nine years of service to the Town of Garner; and

WHEREAS, pursuant to N.C.G.S. 20-187.2, a governing board of a unit of government may award a retiring member of the law-enforcement agency their badge and service side arm at no cost to the retiring employees;

WHEREAS, pursuant to G.S. 160A-266 municipalities are authorized to dispose of personal property;

THEREFORE, BE IT RESOLVED that SigSauer P226 service sidearm, Serial # UU715587 and the badge carried by Sergeant Troy Young be deemed as disposable property and awarded to him, at no cost, on the occasion of his retirement; and

THEREFORE, BE IT FURTHER RESOLVED that Sergeant Troy Young will be responsible for obtaining the necessary permits as required by law to possess and carry such a side arm further described as a SigSauer P226, Serial # UU715587.

Duly adopted this 16th day of January, 2018.

Ronnie S. Williams, Mayor

ATTEST:

Stella L. Gibson, Town Clerk

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: January 16, 2018			
Subject: Recognition of Disposable Property (Gunnar)			
Location on Agenda: Consent			
Department: Police			
Contact: Brandon Zuidema, Police Chief			
Presenter: Brandon Zuidema, Police Chief			
Brief Summary: Recognize K9 Officer Gunnar of Platoon Leader Eric Ankarstran as disposable property, so that he can be awarded to PL Ankarstran in recognition of Gunnar's retirement from the Town after six years of service. **No presentation**			
Recommended Motion and/or Requested Action: Adopt Resolution (2018) 2343			
Detailed Notes:			
Funding Source:			
Cost:	One Time:	Annual:	No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: N/A			
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>			
Agenda Form Reviewed by:	Initials:	Comments:	
Department Head:	BVZ		
Finance Director:			
Town Attorney:			
Town Manager:	RD		
Town Clerk:			

RESOLUTION NO. (2018) 2343

RESOLUTION AUTHORIZING DISPOSITION OF PERSONAL PROPERTY

WHEREAS, K9 Officer Gunnar will retire from the Garner Police Department on December 27, 2017 following six years of service to the Town of Garner; and

WHEREAS, pursuant to N.C.G.S. 20-187.2, a governing board of a unit of government may award a retiring member of the law-enforcement agency their K9 at no cost to the employee;

WHEREAS, pursuant to G.S. 160A-266 municipalities are authorized to dispose of personal property;

THEREFORE, BE IT RESOLVED that K9 Officer Gunnar, handled by Platoon Leader Eric Ankarstran, be deemed as disposable property and awarded to him, at no cost, on the occasion of Gunnar's retirement.

Duly adopted this 16th day of January 2018.

Ronnie S. Williams, Mayor

ATTEST:

Stella L. Gibson, Town Clerk

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: January 16, 2018		
Subject: Veterans Advisory Committee Meeting Schedule		
Location on Agenda: Consent		
Department: Parks, Recreation and Cultural Resources		
Contact: Rob Smith		
Presenter: None		
Brief Summary: The Veterans Advisory Committee is requesting to change the by-laws from the current meeting schedule of every other month on Monday to once a quarter on the second Monday of the meeting month.		
Recommended Motion and/or Requested Action: Authorize a change to the Veterans Advisory Committee By-Laws		
Detailed Notes: The VAC committee primarily meets to discuss upcoming veteran-related events, which occur in May (Salute to the Troops; Memorial Day), July (Independence Day Celebration), November (Veterans Day) and December (Gold Star Tree and Wreath Laying). They feel business not related to events does not warrant meeting as frequently as directed in the bylaws. At the recent VAC meeting a motion was made and unanimously supported to change the committee's meeting schedule. Should the need arise, sub-committees may be created to meet at additional times for particular business (e.g. Veterans Day planning).		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: N/A		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	SS	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

MEMO

To: Stella Gibson
From: Katie Spencer
Date: December 11, 2017
Subject: Proposed Change to Veterans Advisory Committee Bylaws

The Veterans Advisory Committee (VAC) has proposed a change to the group's meeting schedule. Members explained that the committee primarily meets to discuss upcoming veteran-related events, which occur in May (Salute to the Troops; Memorial Day), July (Independence Day Celebration), November (Veterans Day) and December (Gold Star Tree and Wreath Laying). They also feel that business not related to events does not warrant meeting as frequently as the current bylaws call for.

At the most recent VAC meeting on Monday, December 4, a motion was made and unanimously supported to propose the following changes to the committee's meeting schedule. Should the need arise, sub-committees may be created to meet at additional times for particular business (e.g. Veterans Day planning).

ARTICLE VIII. MEETINGS

Section A. The Veterans Advisory Committee shall hold regularly scheduled committee meetings every ~~two~~ **three** months on the ~~first~~ **second** Monday of the meeting months of **March, June, September, and December with meeting time** scheduled at 9:00am, at the White Deer Park Nature Center. ~~beginning with the first committee meeting in June 2014.~~

Section B. Special meetings may be called by the Chairman or any three members of the committee.

Section C. A quorum shall consist of a majority of voting members in attendance at any committee meeting.

Section D. Town of Garner Rules and Procedures shall apply to committee meetings. Roberts Rules, latest edition, shall also be used as a guide for committee meetings but by agreement of the full committee deviation from Roberts Rules shall be allowed.

TOWN OF GARNER
VETERANS ADVISORY COMMITTEE
BYLAWS

ARTICLE I. NAME

The name of this body shall be the Veterans Advisory Committee.

ARTICLE II. MISSION

To plan, advise and communicate recommendations to town officials with the objective of promoting, coordinating and strengthening the advocacy of veteran's affairs, observance and memorialization in the greater Garner community.

ARTICLE III. PURPOSE

The purpose of this veterans advisory committee is to assist and advise the Town Council on matters related to veterans and the Garner Veterans Memorial.

Section A. Serve in an advisory and counseling capacity to the Mayor, Town Council and Town Manager on matters concerning veterans' affairs.

Section B. Make recommendations concerning issues related to town policies which affect veterans.

Section C. Operate as a public interface between Garner residents and Town officials to explore ways in which to honor and recognize the service of area veterans.

Section D. Assist the Town of Garner's planning for ceremonies, observances, holidays and events honoring veterans and interact with local veterans organizations.

Section E. Assist the Town of Garner in the preservation, operation, integrity, maintenance and upkeep of the Garner Veterans Memorial.

Section F. Coordinate activities required in the engraving and additions of panels and/or benches and the sales, engraving and installation of engraved bricks at the Garner Veterans Memorial.

Section G. Solicit and coordinate the activities of volunteers who possess expertise in any element desired or needed to accomplish the purposes of the Veterans Advisory Committee.

Section H. Foster an understanding and appreciation of the achievements, contributions and sacrifices area veterans have made.

ARTICLE IV. DURATION OF THE COMMITTEE

The duration of the Veterans Advisory Committee shall be indefinite.

ARTICLE V. MEMBERSHIP AND APPOINTMENTS

- Section A.** The Veterans Advisory Committee shall consist of seven (7) citizen members recommended by the Human Resources Committee and appointed or reappointed by the Town Council.
- Section B.** At least one-half of the committee members shall be honorably discharged veterans of the armed forces of the United States.
- Section C.** Ex-Officio members shall be a representative of the American Legion Post 232, a representative of Veterans of Foreign Wars Post 10225 and the Mayor of the Town of Garner. Ex-Officio members shall be allowed to name alternate representatives of their respective organizations. Ex-officio members, in accordance with Roberts Rules, latest edition, are not required to attend committee meetings nor be counted as a quorum but when attending shall be accorded the same voice and voting rights as regular members.
- Section D.** A representative of the Administration Department and a representative of the Parks, Recreation and Cultural Resources Department may serve and attend meetings in a liaison capacity, without vote.

ARTICLE VI. TERMS OF OFFICE

- Section A.** Committee members shall be appointed for three year terms and may be reappointed upon expiration of the member's term. Except, that in order to create a staggered membership, three members shall serve an initial term of three years, one member shall serve an initial term of two years and three members shall serve an initial term of one year. Any appointment greater than 180 days in a calendar year shall count as a full year term.
- Section B.** Members may be reappointed by the Town Council for a three-year term of office as long as the member desires to serve and the member's participation in committee activities is satisfactory. Endorsement by the current Committee Chairman of a serving member eligible for reappointment is desired.
- Section C.** Vacancies which may occur during an unexpired term of office shall be filled only for the unexpired portion of the term. However, the appointee shall be eligible for reappointment at the end of an unexpired term to a full term.
- Section D.** A member may continue to serve, if possible, until the member's successor has been appointed.
- Section E.** A member may be removed from office by the Town Council for cause. The committee, by a majority vote, shall recommend to the Town Council the removal of any member who misses three consecutive meetings without sufficient notification to the committee prior to being absent from these meetings.
- Section F.** Terms of office for ex-officio members shall be annually except for the Mayor whose ex-officio status shall be indefinite.

ARTICLE VII: OFFICERS

- Section A.** The Veterans Advisory Committee shall elect from its regular members a Chairman, a Vice-Chairman and a Secretary annually at the beginning of the fiscal year.
- Section B.** By agreement, recording and distribution of meeting minutes may be performed by the representative of the Administration Department.
- Section C.** Duties of officers shall be in accordance with Roberts Rules, latest edition.

ARTICLE VIII. MEETINGS

- Section A.** The Veterans Advisory Committee shall hold regularly scheduled committee meetings every two months on the first Monday of the meeting month scheduled at 9:00am, at the White Deer Park Nature Center, beginning with the first committee meeting in June 2014.
- Section B.** Special meetings may be called by the Chairman or any three members of the committee.
- Section C.** A quorum shall consist of a majority of voting members in attendance at any committee meeting.
- Section D.** Town of Garner Rules and Procedures shall apply to committee meetings. Roberts Rules, latest edition, shall also be used as a guide for committee meetings but by agreement of the full committee deviation from Roberts Rules shall be allowed.

ARTICLE IX. SUBCOMMITTEES AND WORK GROUPS

To fulfill the duties and purposes of the committee, the Chairman is authorized to appoint subcommittees or work groups consisting of both committee members and non-committee members. Appointments shall be for one year or upon completion of written duties, whichever is first, except that the Chairman is authorized to reappoint.

ARTICLE X. ORDER OF BUSINESS

An order of business shall be written and distributed to committee members at the opening of all meetings.

ARTICLE XI. MINUTES AND REPORTS

- Section A.** Meeting minutes shall be distributed to all committee members as soon as practical following a meeting but not later than the next scheduled meeting.
- Section B.** A copy of meeting minutes shall be retained by the Committee Secretary and also in the files of the Administration Department liaison.
- Section C.** Annually, the Committee Chairman shall present a verbal report of Committee activities, accomplishments and recommendations to the Town Council.

ARTICLE XII. REGULATORY

All regular and special meetings of the committee shall be open to the public as governed by North Carolina General Statute Chapter 143, Article 33C – Meetings of Public Bodies.

ARTICLE XIII. ADOPTION AND AMENDMENTS

Adoption of and amendments to these bylaws shall require a two-thirds (2/3) vote of the committee and shall be effective upon adoption and amendment approval by the Town Council.

Adopted by the Veterans Advisory Committee: June 16, 2014

Approved by the Town Council: July 7, 2014

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: January 16, 2018		
Subject: Lobbyist Report		
Location on Agenda: Old/New Business		
Department: Administration		
Contact: Rodney Dickerson		
Presenter: Sam Bridges		
Brief Summary: The Town of Garner hired Mr. Bridges in 2016 to serve as a lobbyist as it relates to State Legislative matters as a supplement to the representation provided by other quasi-governmental entities. In addition, Mr. Bridges serves as a Town liaison to Wake County Commissioners, Wake County School Board, City of Raleigh, transportation agencies and others as appropriate for regional and cross-governmental matters. Mr. Bridges will make a public report of his activities and advise the Town Council and staff on any pending actions that we need to take to put ourselves in a better position as it relates to policy, funding and advocacy.		
Recommended Motion and/or Requested Action: Receive Report		
Detailed Notes: 		
Funding Source: n/a		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/>
		No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: N/A		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	RD	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

Reports

Building Activity by Type and Proposed Use for
Report Beginning: 12/01/2017 to Report Ending: 12/31/2017

Addition

Proposed Use	Number of Units	Construction Value	Intown Value
SINGLE FAMILY DWELLIN	1	\$8,000.00	\$8,000.00
Total	1	\$8,000.00	\$8,000.00

Alteration

Proposed Use	Number of Units	Construction Value	Intown Value
ASSEMBLY/AMUSEMENT	1	\$5,000.00	\$5,000.00
BUSINESS/OFFICE	2	\$25,100.00	\$25,100.00
SINGLE FAMILY DWELLIN	1	\$20,000.00	\$20,000.00
Total	4	\$50,100.00	\$50,100.00

Electrical

Proposed Use	Number of Units	Construction Value	Intown Value
ASSISTED LIVING	1	\$600.00	\$600.00
BUSINESS/OFFICE	2	\$10,500.00	\$10,500.00
CHANGE OF SERVICE	1	\$1,200.00	\$1,200.00
COLLOCATION TOWER	1	\$1,000.00	\$1,000.00
ELECTRICAL SERVICE REC	1	\$250.00	\$0.00
GENERATOR	2	\$13,976.00	\$13,976.00
MANUFACTURED HOME	1	\$997.00	\$0.00
MULTI-FAMILY 5 UNITS &	2	\$700.00	\$700.00
OTHER	1	\$1,100.00	\$0.00
SINGLE FAMILY DWELLIN	5	\$27,785.00	\$27,785.00
SWIMMING POOL	1	\$1,600.00	\$1,600.00
TEMP POLE	1	\$600.00	\$0.00
Total	19	\$60,308.00	\$57,361.00

Mechanical

Proposed Use	Number of Units	Construction Value	Intown Value
DUCTWORK	2	\$5,204.00	\$5,204.00

GAS FUEL LINE	4	\$1,850.00	\$650.00
GAS LOGS	4	\$2,500.00	\$2,500.00
MECHANICAL REPLACEME	33	\$209,969.00	\$192,969.00
TANKLESS HOT WATER HE	1	\$1,000.00	\$1,000.00
Total	44	\$220,523.00	\$202,323.00

New Building

Proposed Use	Number of Units	Construction Value	Intown Value
MANUFACTURED HOME	1	\$62,900.00	\$0.00
RESIDENTIAL STORAGE	1	\$5,100.00	\$5,100.00
SINGLE FAMILY DWELLIN	10	\$2,100,920.00	\$1,025,580.00
TOWNHOME	6	\$686,680.00	\$686,680.00
Total	18	\$2,855,600.00	\$1,717,360.00

New Structure

Proposed Use	Number of Units	Construction Value	Intown Value
COMMERCIAL SIGN	1	\$7,500.00	\$7,500.00
Total	1	\$7,500.00	\$7,500.00

Plumbing

Proposed Use	Number of Units	Construction Value	Intown Value
CHURCH/RELIGIOUS	1	\$1,000.00	\$1,000.00
EDUCATIONAL/SCHOOL	1	\$100.00	\$100.00
ELECTRIC HOT WATER HE	2	\$2,100.00	\$2,100.00
GAS LOGS	1	\$1,200.00	\$1,200.00
IRRIGATION	1	\$1,500.00	\$1,500.00
PLUMBING	1	\$1,800.00	\$1,800.00
Total	7	\$7,700.00	\$7,700.00

Repair

Proposed Use	Number of Units	Construction Value	Intown Value
SINGLE FAMILY DWELLIN	1	\$3,000.00	\$0.00
Total	1	\$3,000.00	\$0.00

Sum

Total Number of Permits **95**

Total Construction Value **\$3,212,731.00**

Total Intown Value **\$2,050,344.00**

Permit #:	2171378	Inside Town Limits Yes	
Issue date:	12/1/2017	Census tract:	PIN#: 1711-24-6982
Lot#:	4	Subdivision: VANDORA WEST	Total cost: \$128,935.00
PropAddress:	117 VANDORA HILLS PLACE		
Owner's	KELLYS CROSSING DEVELOPER LLC	Owner's Phone:	919-800-9169
Contractor	SMITH DOUGLAS HOMES	Contractor's Phone:	919-812-0350
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2171381	Inside Town Limits Yes	
Issue date:	12/12/2017	Census tract:	PIN#:
Lot#:	307	Subdivision: EAGLE RIDGE	Total cost: \$275,000.00
PropAddress:	625 COMPETITION ROAD		
Owner's	TERRAMOR HOMES	Owner's Phone:	919-497-2163
Contractor	TERRAMOR COMMUNITIES, LLC	Contractor's Phone:	800-831-3720
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2171387	Inside Town Limits Yes	
Issue date:	12/4/2017	Census tract:	PIN#: 1619-12-3664
Lot#:	73	Subdivision: CREEKSIDE	Total cost: \$174,179.00
PropAddress:	149 BLOSSOM CREEK DRIVE		
Owner's	D.R. HORTON, INC	Owner's Phone:	919-407-2037
Contractor	D.R. HORTON, INC.	Contractor's Phone:	919-407-2037
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2171389	Inside Town Limits No	
Issue date:	12/6/2017	Census tract:	PIN#: 1628-81-8638
Lot#:		Subdivision: GLEN CREEK	Total cost: \$292,670.00
PropAddress:	5117 GLEN CREEK TRAIL		
Owner's	BUFFALOE PRESERVE LLC	Owner's Phone:	919-263-4111
Contractor	ROBUCK HOMES TRIANGLE, LLC	Contractor's Phone:	919-876-9200
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2171411	Inside Town Limits No	
Issue date:	12/6/2017	Census tract:	PIN#: 1628-18-5810
Lot#:	36	Subdivision: GLEN CREEK	Total cost: \$293,370.00
PropAddress:	5116 GLEN CREEK TRAIL		
Owner's	BUFFALOE PRESERVE	Owner's Phone:	919-363-4111
Contractor	ROBUCK HOMES TRIANGLE, LLC	Contractor's Phone:	919-876-9200
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2171412	Inside Town Limits No	
Issue date:	12/6/2017	Census tract:	PIN#: 1628-18-8767
Lot#:	37	Subdivision: GLEN CREEK	Total cost: \$267,960.00
PropAddress:	5113 GLEN CREEK TRAIL		
Owner's	BUFFALOE PRESERVE	Owner's Phone:	919-363-4111
Contractor	ROBUCK HOMES TRIANGLE, LLC	Contractor's Phone:	919-876-9200
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2171421	Inside Town Limits Yes	
Issue date:	12/20/2017	Census tract:	PIN#: 1710-47-5267
Lot#:	75	Subdivision: LANDING AT HEATHER PARK	Total cost: \$113,505.00
PropAddress:	241 MYATT FERN DRIVE		
Owner's	ROYAL OAKS BUILDING GROUP, LLC	Owner's Phone:	919-233-3886
Contractor	ROYAL OAKS BUILDING GROUP, LLC	Contractor's Phone:	919-233-3886
Type of Improvement:	New Building	Proposed Use	TOWNHOME

Permit #:	2171423	Inside Town Limits Yes	
Issue date:	12/20/2017	Census tract:	PIN#: 1710-47-5350
Lot#:	76	Subdivision: LANDING AT HEATHER PARK	Total cost: \$106,053.00
PropAddress:	233 MYATT FERN DRIVE		
Owner's	ROYAL OAKS BUILDING GROUP, LLC	Owner's Phone:	919-233-3886
Contractor	ROYAL OAKS BUILDING GROUP, LLC	Contractor's Phone:	919-233-3886
Type of Improvement:	New Building	Proposed Use	TOWNHOME

Permit #:	2171424	Inside Town Limits Yes	
Issue date:	12/20/2017	Census tract:	PIN#: 171047-5352
Lot#:	77	Subdivision: LANDING AT HEATHER PARK	Total cost: \$128,929.00
PropAddress:	225 MYATT FERN DRIVE		
Owner's	ROYAL OAKS BUILDING GROUP, LLC	Owner's Phone:	919-233-3886
Contractor	ROYAL OAKS BUILDING GROUP, LLC	Contractor's Phone:	919-233-3886
Type of Improvement:	New Building	Proposed Use	TOWNHOME

Permit #:	2171425	Inside Town Limits Yes	
Issue date:	12/20/2017	Census tract:	PIN#: 1710-47-5344
Lot#:	78	Subdivision: LANDING AT HEATHER PARK	Total cost: \$106,053.00
PropAddress:	217 MYATT FERN DRIVE		
Owner's	ROYAL OAKS BUILDING GROUP, LLC	Owner's Phone:	919-233-3886
Contractor	ROYAL OAKS BUILDING GROUP, LLC	Contractor's Phone:	919-233-3886
Type of Improvement:	New Building	Proposed Use	TOWNHOME

Permit #:	2171427	Inside Town Limits Yes	
Issue date:	12/20/2017	Census tract:	PIN#: 1710-47-5336
Lot#:	79	Subdivision: LANDING AT HEATHER PARK	Total cost: \$118,635.00
PropAddress:	209 MYATT FERN DRIVE		
Owner's	ROYAL OAKS BUILDING GROUP, LLC	Owner's Phone:	919-233-3886
Contractor	ROYAL OAKS BUILDING GROUP, LLC	Contractor's Phone:	919-233-3886
Type of Improvement:	New Building	Proposed Use	TOWNHOME
Permit #:	2171428	Inside Town Limits Yes	
Issue date:	12/20/2017	Census tract:	PIN#: 1710-47-5328
Lot#:	80	Subdivision: LANDING AT HEATHER PARK	Total cost: \$113,505.00
PropAddress:	201 MYATT FERN DRIVE		
Owner's	ROYAL OAKS BUILDING GROUP, LLC	Owner's Phone:	919-233-3886
Contractor	ROYAL OAKS BUILDING GROUP, LLC	Contractor's Phone:	919-233-3886
Type of Improvement:	New Building	Proposed Use	TOWNHOME
Permit #:	2171431	Inside Town Limits No	
Issue date:	12/12/2017	Census tract:	PIN#: 1628-19-7364
Lot#:	27	Subdivision: GLEN CREEK	Total cost: \$221,340.00
PropAddress:	5036 GLEN CREEK TRAIL		
Owner's	BUFFALOR RESERVE LLC	Owner's Phone:	919-363-4111
Contractor	ROBUCK HOMES TRIANGLE, LLC	Contractor's Phone:	919-876-9200
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN
Permit #:	2171435	Inside Town Limits Yes	
Issue date:	12/14/2017	Census tract:	PIN#: 1619-12-5850
Lot#:	37	Subdivision: CREEKSIDE	Total cost: \$178,633.00
PropAddress:	322 ROARING CREEK DRIVE		
Owner's	D.R. HORTON, INC	Owner's Phone:	919-407-2037
Contractor	D.R. HORTON, INC.	Contractor's Phone:	919-407-2037
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN
Permit #:	2171463	Inside Town Limits Yes	
Issue date:	12/21/2017	Census tract:	PIN#: 1691-12-2664
Lot#:	72	Subdivision: CREEKSIDE	Total cost: \$178,633.00
PropAddress:	143 BLOSSOM CREEK DR		
Owner's	D.R. HORTON INC	Owner's Phone:	919-407-2037
Contractor	D.R. HORTON, INC.	Contractor's Phone:	919-407-2037
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Memorandum

To: Rodney Dickerson, Town Manager
From: Pam Wortham, Finance Director
Date: January 8, 2018
Subject: Financial Reports for December 2017
CC: Town Council

Attached is the statement of revenues and expenditures for FY 2018 through December 30, 2017. We are six months, or 50% through the budget year.

The report shows that year-to-date, the Town has collected approximately 45.4% of estimated revenues. Some important analysis of the Town's revenues included:

- In November, we started to receive more significant amounts of property tax—we will continue to see heavy volume of tax revenue through mid-January.
- We have received three sales tax distributions and are 4.25% ahead of this time last year.
- Investment earnings continue to increase, with nearly 84% of the budgeted amount realized.
- Building permit fees are 63.04% higher than compared to the same period last year.
- The Town will not issue the installment financing for vehicles and equipment approved in the budget until February.

Please review the attached Analysis of Revenues for additional information.

Overall, the report shows that the Town has expended approximately 47.4% of its budget. Through the same period the previous year, the Town had expended 43.9% of its budget. Important expenditure highlights include:

- Annual dues and subscriptions and several annually contracted services are usually paid at the beginning of the year.
- The Town has made principal and interest debt service payments, and we have utilized 60% of budgeted expenditures. At this time last year, we had expended only 16.9% of our debt service budget.
- The Town has had thirteen pay periods year to date (50% of all pay periods).
- Most approved equipment and vehicle purchases (92% of the budgeted expenditures) have already been made.

If you have any questions, please let me know. Thank you.

Town of Garner
Statement of Revenues and Expenditures
For the Period July 1, 2017 to December 31, 2017

FOR INTERNAL USE ONLY

	Budget	Actual	Over (Under) Budget	Percentage of Budget	Actual Prior Year
REVENUES					
Ad valorem taxes	\$ 17,714,800	\$ 11,056,691	\$ (6,658,109)	62.4%	\$ 10,591,494
Other taxes and licenses	6,366,000	1,599,215	(4,766,785)	25.1%	1,530,419
Intergovernmental revenues	3,338,507	1,441,891	(1,896,616)	43.2%	1,093,188
Permits and fees	2,353,573	1,047,411	(1,306,162)	44.5%	851,578
Sales and services	543,898	217,071	(326,827)	39.9%	237,222
Investment earnings	160,000	133,752	(26,248)	83.6%	-
Other revenues	165,932	47,361	(118,571)	28.5%	186,412
Sale of capital assets	45,000	17,480	(27,520)	38.8%	20,359
Proceeds from issuance of debt	672,000	-	(672,000)	0.0%	-
Transfers in	79,400	-	(79,400)	0.0%	-
Appropriated fund balance	2,829,553	-	(2,829,553)	0.0%	-
Total Revenues	\$ 34,268,663	\$ 15,560,872	\$ (18,707,791)	45.4%	\$ 14,510,672
EXPENDITURES					
Governing body	\$ 431,145	\$ 192,158	\$ (238,987)	44.6%	\$ 167,101
Administration	1,415,700	643,802	(771,898)	45.5%	590,487
Finance	790,427	409,565	(380,862)	51.8%	324,087
Economic development	424,106	146,207	(277,899)	34.5%	139,117
Economic incentives	70,000	-	(70,000)	0.0%	-
Planning	840,153	311,356	(528,797)	37.1%	410,719
Inspections	1,022,307	411,915	(610,392)	40.3%	454,095
Engineering	624,908	287,386	(337,522)	46.0%	311,437
Information technology	590,305	224,172	(366,133)	38.0%	274,867
Police	8,451,331	4,327,350	(4,123,981)	51.2%	3,766,778
Fire services	3,279,369	1,536,103	(1,743,266)	46.8%	1,395,495
Public works	7,840,033	3,500,573	(4,339,460)	44.6%	3,242,200
Parks and recreation	2,085,854	984,878	(1,100,976)	47.2%	995,430
Debt service	3,924,469	2,353,811	(1,570,658)	60.0%	609,590
Special appropriations	1,326,037	901,001	(425,036)	67.9%	827,862
Transfers out	1,132,519	-	(1,132,519)	0.0%	-
Contingency	20,000	-	(20,000)	0.0%	1,000
Total expenditures	\$ 34,268,663	\$ 16,230,277	\$ (18,038,386)	47.4%	\$ 13,510,265
Revenues over Expenditures	\$ -	\$ (669,405)	\$ (669,405)		\$ 1,000,407

Town of Garner
 Analysis of Major Revenues
 For the Period July 1, 2017 Through December 31, 2017

Property Tax Collections

(collections compared to budget)

	Through Month Ending	
	12/31/2017	12/31/2016
Collections--Current Year	\$ 11,016,041	\$ 10,555,368
Collection % Budget	62.64%	62.02%
Collection % Value/Levy (both DMV & Wake County)	64.60%	63.24%

Property Tax Billings (from Wake County & DMV)

	Through Month Ending		
	12/31/2017	12/31/2016	
Real Property Value	\$2,777,319,789	\$2,732,009,205	
Personal Property Value	203,401,731	179,062,670	
Public Service Property Value	132,723,662	118,064,138	
Vehicle Value	109,287,126	107,865,214	
Total	\$3,222,732,308	\$3,137,001,227	Percent Change 2.73%

Sales Tax Distributions

	Through Month Ending		% Change
	12/31/2017	12/31/2016	
Sales Taxes	\$1,535,719	\$1,473,014	4.26%

Sales taxes distributed through 12/31 represent sales tax paid by consumers in July-September 2017.

Building Permit Fees

	Through Month Ending		% Change
	12/31/2017	12/31/2016	
Fees Collected	\$417,001	\$255,761	63.04%

PRCR Fees

	Through Month Ending		% Change
	12/31/2017	12/31/2016	
Recreation Fees	\$101,529	\$102,995	-1.42%
Facility Rentals	\$94,265	\$87,990	7.13%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2017 through December 31, 2017

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Town Council	288,528			136,696			
Postage		(100)			(208)		
Property Taxes		(1,250)			(3,274)		
Dues and Subscriptions		(47,579)			(45,652)		
	288,528	(48,929)	239,599	136,696	(49,134)	87,562	36.55%
Attorney	142,617		142,617	55,462		55,462	38.89%
Total Town Council	431,145	(48,929)	382,216	192,158	(49,134)	143,024	37.42%
Town Manager	612,194			286,180			
Postage		-			(185)		
Equipment Rental		(23,892)			(18,547)		
	612,194	(23,892)	588,302	286,180	(18,732)	267,448	45.46%
Town Clerk	160,200			71,979			
Telephone		(636)			(318)		
Dues and Subscriptions		(475)			(440)		
	160,200	(1,111)	159,089	71,979	(758)	71,221	44.77%
Human Resources	301,239			145,885			
Professional Services		(16,000)			(7,792)		
Postage		(59)			(67)		
Organizational Development		(8,150)			(7,250)		
Equipment Rental		(121)			(71)		
Contract Services		(35,804)			(22,417)		
	301,239	(60,134)	241,105	145,885	(37,597)	108,288	44.91%
Safety	10,924		10,924	3,316		3,316	30.36%
Communications	222,839		222,839	86,465		86,465	38.80%
Neighborhood Improvement	108,304		108,304	49,977		49,977	46.15%
Total Administration	1,415,700	(85,137)	1,330,563	643,802	(57,087)	586,715	44.10%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2017 through December 31, 2017

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Finance Administration	790,427			409,565			
Professional Services		(48,644)			(37,622)		
Postage		(2,903)			(1,058)		
Telephone		(636)			(318)		
Travel and Training		(7,437)			(921)		
Equipment Rental		(5,448)			(3,239)		
Contract Services		(84,553)			(63,113)		
Total Finance	790,427	(149,621)	640,806	409,565	(106,271)	303,294	47.33%
Economic Development	299,067			117,300			
Telephone		(1,272)			(636)		
Equipment Rental		(150)			(88)		
	299,067	(1,422)	297,645	117,300	(724)	116,576	39.17%
Economic Development Partners	125,039	-	125,039	28,907	-	28,907	23.12%
Total Economic Development	424,106	(1,422)	422,684	146,207	(724)	145,483	34.42%
Planning Administration	840,153			311,356			
Equipment Rental		(13,231)			(8,098)		
Dues and Subscriptions		(5,025)			(1,957)		
Total Planning	840,153	(18,256)	821,897	311,356	(10,055)	301,301	36.66%
Inspections	1,022,307			411,915			
Salaries - Temporary		(71,518)			(44,985)		
Equipment Rental		(369)			(219)		
Total Inspections	1,022,307	(71,887)	950,420	411,915	(45,204)	366,711	38.58%
Engineering	624,908			287,386			
Postage		(227)			(128)		
Telephone		(2,106)			(1,192)		
Equipment Rental		(9,571)			(5,887)		
Total Engineering	624,908	(11,904)	613,004	287,386	(7,207)	280,179	45.71%
Information Technology	590,305			224,172			
Equipment Rental		(121)			(71)		
Fuel		(150)			(45)		
Total Information Technology	590,305	(271)	590,034	224,172	(116)	224,056	37.97%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2017 through December 31, 2017

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Police	8,451,331			4,327,350			
Special Events		(6,850)			(4,868)		
Auto Maintenance		(56,000)			(19,826)		
Uniforms		(51,150)			(26,975)		
Contract Services		(454,985)			(226,152)		
Total Police	8,451,331	(568,985)	7,882,346	4,327,350	(277,821)	4,049,529	51.37%
Public Works Admin	438,300			183,470			
Equipment Rental		(5,448)			(3,290)		
	438,300	(5,448)	432,852	183,470	(3,290)	180,180	41.63%
Street Maintenance	1,809,480			823,187			
Salaries - Temporary		(35,000)			(25,367)		
Telephone		(1,272)			(636)		
	1,809,480	(36,272)	1,773,208	823,187	(26,003)	797,184	44.96%
Powell Bill	1,345,435			477,002			
	1,345,435	-	1,345,435	477,002	-	477,002	35.45%
Snow Removal	25,406			15,675			
	25,406	-	25,406	15,675	-	15,675	61.70%
Public Grounds	1,088,499			538,728			
Salaries - Temporary		(65,000)			(28,219)		
Longevity		(5,883)			(4,475)		
Travel and Training		(3,885)			(3,352)		
Auto Maintenance		(8,600)			(9,502)		
	1,088,499	(83,368)	1,005,131	538,728	(45,548)	493,180	49.07%
Solid Waste	1,922,038		1,922,038	959,644		959,644	49.93%
Public Facility	841,225			374,788			
Overtime		(3,173)			(2,167)		
Water and Sewer Charges		(63,875)			(32,553)		
	841,225	(67,048)	774,177	374,788	(34,720)	340,068	43.93%
Fleet Maintenance	369,650			128,079			
Department Supplies		(15,848)			(8,749)		
	369,650	(15,848)	353,802	128,079	(8,749)	119,330	33.73%
Total Public Works	7,840,033	(207,984)	7,606,643	3,500,573	(118,310)	3,382,263	44.46%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2017 through December 31, 2017

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Parks & Recreation Administration	351,419			159,187			
Longevity		(5,519)			(5,304)		
FICA		(15,861)			(7,930)		
Retirement		(26,018)			(13,135)		
Equipment Rental		(6,226)			(3,830)		
Fuel		(1,120)			(672)		
	351,419	(54,744)	296,675	159,187	(30,871)	128,316	43.25%
Arts and Events	569,666			210,120			
Salaries - Temporary		(33,051)			(16,610)		
Equipment Rental		(3,892)			(2,352)		
Department Supplies - July 3rd		(8,513)			3,033		
	569,666	(45,456)	524,210	210,120	(15,929)	194,191	37.04%
Youth & Athletics	509,043			238,020		238,020	
Salaries - Temporary		(138,178)			(56,806)		
FICA		(24,250)			(10,904)		
Utilities - Youth Tennis		(1,400)			(816)		
Utilities - Adult Softball		(2,000)			(782)		
Equipment Maintenance - Avery Street		(3,550)			(1,373)		
Auto Maintenance		(300)			(195)		
Equipment Rental		(5,726)			(2,628)		
Contract Services - Camp		(7,250)			(4,397)		
School Access Fees - Youth Basketball		(6,500)			(6,605)		
	509,043	(189,154)	319,889	238,020	(84,506)	153,514	47.99%
Adult & Senior Programs	334,200			185,868			
Longevity		(3,606)			(3,506)		
Telephone		(1,272)			(636)		
	334,200	(4,878)	329,322	185,868	(4,142)	181,726	55.18%
Outdoor Adventure	143,897			70,769			
Salaries - Temporary		(39,424)			(22,966)		
FICA		(7,174)			(3,792)		
Equipment Rental		(2,442)			(1,014)		
	143,897	(49,040)	94,857	70,769	(27,772)	42,997	45.33%
Program Partners	177,629			120,914			
	177,629	-	177,629	120,914	-	120,914	68.07%
Total Parks and Recreation	2,085,854	(343,272)	1,742,582	984,878	(163,220)	821,658	47.15%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2017 through December 31, 2017

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Retirement	689,240			312,330			
Retiree Health Insurance		(351,694)			(171,091)		
	689,240	(351,694)	337,546	312,330	(171,091)	141,239	41.84%
Town Insurance	558,020			528,840			
Workers Compensation		(271,952)			(291,752)		
	558,020	(271,952)	286,068	528,840	(291,752)	237,088	82.88%
Subsidized Programs	57,431			45,732			
	57,431	-	57,431	45,732	-	45,732	79.63%
Office Administration	21,346			14,099			
Postage		(754)			(691)		
	21,346	(754)	20,592	14,099	(691)	13,408	65.11%
Special Appropriations	1,326,037	(624,400)	701,637	901,001	(463,534)	437,467	62.35%
Transfers	1,132,519	-	1,132,519	-	-	-	0.00%
Fire Services	3,279,369	-	3,279,369	1,536,103	-	1,536,103	46.84%
Debt Service	3,924,469	-	3,924,469	2,353,811	-	2,353,811	59.98%
Contingency	20,000	-	20,000	-	-	-	0.00%
Total All Departments	34,198,663	(2,132,068)	32,041,189	16,230,277	(1,298,683)	14,931,594	46.60%