

TOWN OF GARNER



TOWN COUNCIL MEETING

APRIL 19, 2016
7:00 P.M.

Garner Police Department
Training Room

**Town of Garner
Town Council Agenda
April 19, 2016**

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 Police Department Training Room located at 912 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. Main Street Champion Award Page 4
Presenter: Mari Howe, Downtown Development Manager

Presentation of the 2016 Main Street Champion Award for Garner to Pam Cash's family for her service to Historic Downtown Garner.

2. Inspection Department Update and Proclamation Page 7
Presenter: Tony Beasley, Inspections Director

Proclamation to declare May Building Safety Month and provide an update on the Inspection Department activities over the last year with introductions of the new staff.

3. Proclamation for Autism Awareness Month Page 9
Presenter: John Hodges, Assistant Town Manager-Development Services

Proclamation to declare April as Autism Awareness Month and present to Tracey Sheriff, CEO of the Autism Society of North Carolina.

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. Minutes from February 23, 2016, March 7, 2016, and March 22, 2016Page 11

Action: Approve Minutes

2. Amendment to Comprehensive Fees and Charges Page 24

Amended Comprehensive Fees and Charges to formalize action taken at the April 4, 2016 Council Meeting relating to Public Utility Fees.

Action: Adopt Ordinance (2016) 3814

H. PUBLIC HEARINGS

1. Conditional Use Rezoning CUD-Z-16-03 and Conditional Use Permit CUP-SP-16-07, Garner Indoor Recreation Center Page 26
Presenter: David Bamford, Senior Planner

Request to rezone a 7.5 acre tract from R-9, CBD and O&I C-104 to CBD C-183 and request for conditional use permit approval for the Garner Recreation Center.

Action: Adopt Ordinance (2016) 3812; Consider Permit Approval

I. NEW/OLD BUSINESS

1. Unified Development Ordinance Text Amendment – UDO-16-01 Page 44
Presenter: Brad Bass, Planning Director

A text amendment revising the setback requirements in the R-15, R-12, and R-9 districts and a revision to the corner side setback requirement in the Central Business District (CBD).

Action: Adopt Ordinance (2016) 3813

2. Professional Services Agreement Page 52
Presenter: Brad Bass, Planning Director

A contract with Stantec Consulting Services for professional services to develop a new Comprehensive Plan and update the Transportation Plan has been submitted for Council's review and authorization to execute.

Action: Authorize Execution of Contract

- 3. Engineering and Inspection Services Page 66
Presenter: Tony Chalk, Town Engineer

Engineering requested firms to submit their qualifications to provide testing and inspection services for the Town Hall construction. Proposals were received from S&ME, F&R and Stewart Engineering. S&ME was selected to perform the work and has submitted an agreement for services contract for approval.

Action: Authorize Contract to S&ME not to exceed \$28,000

- 4. Surplus Property – Former Town Hall Contents Page 72
Presenter: William E. Anderson, Attorney

After moving most furniture and other personal property from the former Town Hall to temporary facilities or other buildings, there are certain items of personal property of little value remaining in the two buildings which the Town desires to dispose of in accordance with applicable law.

Action: Adopt Resolution (2016) 2287

- 5. Bond Project Tracking Report Page 76
Presenter: Michael Gammon, Budget & Special Projects Manager

Action: No action; Report only

J. COMMITTEE REPORTS

K. MANAGER REPORTS

- 1. garner info
- 2. Finance Report
- 3. Building & Permit Report
- 4. Town Hall Project Budget
- 5. TCC Coffee Chat
- 6. Library Renovation and Temporary Service Update

L. ATTORNEY REPORTS

M. COUNCIL REPORTS

N. ADJOURNMENT

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Main Street Champion - Award Presentation to Pam Cash		
Location on Agenda: Presentations		
Department: Economic Development		
Contact: Mari Howe		
Presenter: Mari Howe & Kathy Behringer		
Brief Summary: Presenting the 2016 Main Street Champion Award for Garner to Pam Cash's family for her service to Historic Downtown Garner. We'll show a brief video of her achievements (https://vimeo.com/channels/ncmainstreet2016/159080721)		
Recommended Motion and/or Requested Action: N/A		
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: I have known and interacted with Ms. Cash since my arrival in Garner. I definitely concur that she is deserving of this award.		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MH	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		



GARNER REVITALIZATION ASSOCIATION

111 West Main Street, Suite 200, Garner NC 27529
Garner: A North Carolina Main Street Community
An Accredited National Main Street Program



NEWS RELEASE

For Immediate Release
3/23/16

Contact: Mari Howe
Phone: 919-773-4402

North Carolina Main Street Champions Recognized

Garner's Pam Cash Among Those Honored

GARNER, N.C. – On Friday, March 18, Pam Cash was honored as a 2015 Main Street Champion at the *Breakfast with Main Street Champions Ceremony* during the North Carolina Main Street Conference in Goldsboro. Cash was selected by Garner Revitalization Association for this special recognition in appreciation of her long-term dedication to downtown revitalization in Garner.

Thirty-seven individuals from active Main Street communities received honors for their contributions in 2015. Commerce Secretary John E. Skvarla, III attended the ceremony at Goldsboro's Paramount Theatre to personally thank each recipient.

“Main Street Champions recognize the possibilities in their downtowns and strive to make those possibilities a reality,” said Commerce Secretary Skvarla. **“N.C. Main Street Champions represent some of our communities most valued leaders.”**

Established in 2000 as part of North Carolina Main Street's 20th anniversary celebration, the Main Street Champion designation acknowledges the extraordinary efforts of those who have played pivotal roles in the revitalization of their downtowns. The dedication and hard work of countless volunteers is required to make a local Main Street program successful. Each of the state's active Main Street programs is given the opportunity annually to recognize a local Main Street Champion. The addition of this year's honorees brings the total number of North Carolina Main Street Champions to 603.

“This year's Champions represent Main Street board members and volunteers, nonprofit leaders, downtown developers and small business owners, elected officials, city employees, and boy scouts,” said Liz Parham, director of the N.C. Main Street & Rural Planning Center. **“These individuals give 110% to their community and then ask; what's next.”**

In recommending Cash for this honor, Garner Revitalization Association offered the following:

Pam Cash spent twenty years championing downtown revitalization in Garner, spurred by her strong desire to contribute and make her community better. Pam was a catalyzing force behind early redevelopment activities.

She started a community watch to combat perceptions that downtown was the “bad” side of town and helped found the Friends of Historic Garner, which evolved into the Garner Revitalization Association. Once Pam discovered the Main Street Program, she began attending conferences on her own dime to bring ideas back to the community.

Perhaps Pam’s greatest contribution was continually lobbying Town Council to pay attention to Main Street, when everyone else hoped Downtown Garner would simply wither away. Pam’s special talent was pulling people together and building coalitions through the power of suggestion; without her, Downtown Garner would not be the place it is today. Her behind-the-scenes activism left a great legacy to our current Main Street revitalization program.

Garner Revitalization Association is pleased to recognize Pam Cash as a 2015 N.C. Main Street Champion.

About the Main Street Program

The North Carolina Main Street program provides technical assistance, education and networking opportunities to 61 communities committed to downtown revitalization. The program is part of the Department of Commerce’s Office of Urban Development, Rural Economic Development Division. For more information, visit www.nccommerce.com/rd/main-street.

About the Garner Revitalization Association

The Garner Revitalization Association (GRA) is a non-profit organization that supports the development of the downtown area as a vibrant business, residential, entertainment and cultural center in partnership with government and private organizations following the Main Street Four-Point Approach®.

For additional information about the GRA or this news release, contact Mari Howe, Downtown Development Manager, at (919)773-4402, mhowe@garnernc.gov or visit www.downtowngarner.com.

#

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Inspection Department Update and Proclamation		
Location on Agenda: Presentations		
Department: Inspections		
Contact: Tony Beasley		
Presenter: Tony Beasley		
Brief Summary: Proclamation to declare May Building Safety Month and an update on the Inspection Department activities over the last year with introductions of the new staff.		
Recommended Motion and/or Requested Action: Recognize the month of May as Building Safety Month		
Detailed Notes: Attached is proclamation and we will have a short power-point and introduction of new inspection department staff.		
Funding Source: None		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: As a former Building Inspector, I can appreciate the knowledge and effort it takes to make the community safer.		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	TEB	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

PROCLAMATION

Whereas, the Town of Garner continues efforts to address the critical issues of safety, energy efficiency, water conservation, and resilience in the built environment that affect our citizens, both in everyday life and in times of natural disaster, give us confidence that our structures are safe and sound, and;

Whereas, our confidence is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, laborers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas, these guardians—dedicated members of the International Code Council—use a governmental consensus process that brings together local, state and federal officials with expertise in the built environment to create and implement the highest-quality codes to protect Americans in the buildings where we live, learn, work, worship, play, and;

Whereas, the International Codes, the most widely adopted building safety, energy and fire prevention codes in the nation, are used by most U.S. cities, counties and states; these modern building codes also include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

Whereas, Building Safety Month is sponsored by the International Code Council, to remind the public about the critical role of our communities' largely unknown guardians of public safety—our local code officials—who assure us of safe, efficient and livable buildings, and;

Whereas, “Building Codes: Driving Growth through Innovation, Resilience and Safety” the theme for Building Safety Month 2016, encourages all Americans to raise awareness of the importance of building safe and resilient construction; fire prevention; disaster mitigation, water safety and conservation; energy efficiency and new technologies in the construction industry. Building Safety Month 2016 encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe and sustainable, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies, and,

Whereas, each year, in observance of Building Safety Month, Americans are asked to consider projects to improve building safety and sustainability at home and in the community, and to acknowledge the essential service provided to all of us by our local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Ronnie Williams, Mayor, of the Town of Garner, NC, do hereby proclaim the month of May 2016 as

Building Safety Month

and encourage our citizens to join with their communities in participation in Building Safety Month activities.

Signature In Witness Whereof, I have hereunto set my hand and caused the Great Seal of the Town of Garner, North Carolina to be affixed the 19th day of April, 2016.

Mayor Ronnie S. Williams

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Proclamation for Autism Awareness Month		
Location on Agenda: Presentations		
Department: Administration		
Contact: John Hodges		
Presenter: John Hodges		
Brief Summary: The Town will recognize April as Autism Awareness Month with a proclamation that will be presented to Garner resident Tracey Sheriff, CEO of the Autism Society of North Carolina.		
Recommended Motion and/or Requested Action: Recognize the month of April as Autism Awareness Month		
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: Nice recognition since we are all probably related to or know someone affected by autism.		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	JMH	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

PROCLAMATION

WHEREAS, autism, the fastest growing developmental disability in the United States, affecting more than three million people, is an urgent public health issue that demands a national response; and

WHEREAS, autism is the result of a neurological disorder that affects the normal functioning of the human brain, and can affect anyone, regardless of race, ethnicity, gender, or socioeconomic background; and

WHEREAS, symptoms and characteristics of autism may present themselves in a variety of combinations and can result in significant lifelong impairment of an individual's ability to learn, develop healthy interactive behaviors, and understand verbal, as well as nonverbal, communication; and

WHEREAS, the effort to address autism continues; doctors, therapists, and educators can help persons with autism overcome or adjust to its challenges and provide early, accurate diagnosis and the resulting appropriate education, intervention, and therapy that are vital to future growth and development; and

WHEREAS, it is important that persons living with autism have access to the lifelong care and services needed to pursue the full measure of personal happiness and achieve their greatest potential; and

WHEREAS, The Town of Garner is honored to take part in the annual observance of Autism Awareness Month and World Autism Awareness Day in the hope that it will lead to a better understanding of the disorder;

NOW, THEREFORE, I, Ronnie Williams, Mayor of Garner, do hereby proclaim April 2016 as

AUTISM AWARENESS MONTH

in Garner, and urge all residents to become better educated on the subject of Autism Spectrum Disorder.

In Witness Whereof, I have hereunto set my hand and caused the Great Seal of the Town of Garner, North Carolina to be affixed the 19th day of April, 2016.

Ronnie Williams, Mayor

**Town of Garner
Work Session Minutes
February 23, 2016**

The Council met in a Work Session at 6:00 p.m. on Tuesday, February 23, 2016 in the Garner Police Department Training Room located at 912 7th Avenue.

CALL MEETING TO ORDER/ROLL CALL: Mayor Williams called the meeting to order at 6:00 p.m.

Present: Mayor Ronnie Williams, Mayor Pro Tem Kathy Behringer, Council Member Buck Kennedy, Council Member Ken Marshburn, Council Member Gra Singleton. Council Member Jackie Johns had an excused absence.

ADOPTION OF AGENDA

Motion: Marshburn
Second: Behringer
Vote: Unanimous

DISCUSSION

Neighborhood Improvement Update
Presenter: Reginald Buie, Neighborhood Improvement Manager

In FY 2015, the Town partnered with Rebuilding Together of the Triangle to provide home repairs to 8 families in Garner and allocated \$20,000 toward this effort. Mr. Sargent said that these funds partnered with over \$100,000 in cash and in-kind support from the community, needed repairs were made to 6 homes in the Cloverdale subdivision and two homes within the Town. Rebuilding Together of the Triangle is requesting an additional \$20,000 through the current fiscal year. Their plan is to raise an additional \$40,000 from other sources to match these funds two-to one and complete repairs to an additional 8 homes by September 30. They are also requesting an additional \$30,000 for FY 2016/17. With this investment and another \$70,000 in cash and in-kind support from the community, they would be able to serve at least 12 families between October 2016 and July 2017.

Council Member Marshburn said he was impressed with the organization and the work being done as housing is an important part of any community.

Council Member Kennedy asked what some of the common repairs included. Mr. Sargent said repairs were made to roofs, floors and sub-floors, heating and cooling units, porches and porch rails, windows and doors. Accessibility issues were also addressed such as ramps and hand rails. Mr. Kennedy had a question as to where the base funding for their organization comes from and Mr. Sargent said corporate and community partners such as Lowe's, Wells Fargo, Honeywell, The Home Depot, USAA, TREIA, Concord Hospitality Enterprises Company, Capital Coffee, Grasshopper Triathlon, RT Natinal, SteelFab, Citrix, Roger's Builders, roofwerks, Genworth Financial, Rodgers, Paycor and most recently Duke Energy.

Action: Staff to prepare budget amendment for \$20,000. Council will consider additional funding during the FY16-17 budget process.

Central Garner Initiative

Presenter: Reginald Buie, Neighborhood Improvement Manager

Mr. Buie is requesting authorization to conduct a Neighborhood Initiative beginning March 2016 in the downtown area in response to neighborhood concerns expressed by citizens and the business community. Mr. Buie said the initiative should last approximately 60 days and might identify some other issues in the area that may need to be addressed. Council was receptive to the idea and requested this item be placed on the next agenda for approval.

Action: Place on March 7

Main Street Neighborhood Task Force Update

Presenter: John Hodges, Assistant Town Manager-Development Services

Mr. Hodges advised Council that since the last meeting, a multi-departmental approach was used to investigate the problems reported in this area. Chief Zuidema reported the Police Department has performed 70 security checks in January in addition to responding to other issues reported. From February 1 to today, 43 security checks have been performed. Police Officers continue to have a presence in the neighborhood and no significant reports have been made. Mr. Hodges said the February 2 neighborhood/business meeting was well attended. He also reported a recent sale of foreclosed homes in the area to Wake Baptist Grove Church. Chief Zuidema also added that communities who utilize the NextDoor social media app should understand that the Police Department does not see these individual posts and if suspicious behavior is noticed, residents should call 911 directly. If residents should desire to speak with an officer and it is not an emergency, they may utilize the non-emergency contact number of 919-772-8810.

Mr. Berry said he was very pleased with the progress made and was appreciative of the support being provided by the Town.

Action: Information only; no action.

Review Task List from 2016 Council Retreat

Presenter: Rodney Dickerson, Interim Town Manager

Mr. Dickerson advised Council of the Department Head Retreat in March and explained that as part of the Retreat, staff would be performing some strategic planning, and revising the mission and vision statements. Another goal is to consolidate previous action items into one comprehensive document.

Staff reviewed the task list as compiled at the Council's 2016 Planning Retreat and Council was asked to make any additions or corrections and confirm the items to be included in the FY 2016-2017 budget.

Action: Confirmed Task List and Budget Items

UDO Text Amendment Request

Presenter: Brad Bass, Planning Director

Mr. Bass advised that staff is proposing a text amendment to the Unified Development Ordinance (UDO) to modify setback requirements in several single-family zoning districts. Over the past year, staff met with various developers regarding potential residential projects in Garner and one of the recurring themes heard was the need for the Town to consider revising the set-back requirements in the single-family residential zoning districts. Staff performed a survey of other Wake County municipalities and concluded some minor adjustments may be needed.

Action: Place on March 7 Consent Agenda to set Public Hearing for April 4; include modifications to Central Business setbacks.

Update on Sidewalk Projects

Presenter: Tony Chalk, Town Engineer

Mr. Chalk reminded Council that as part of the 2013 Council Retreat a prioritized list of sidewalk projects was developed and approved with the bond package. Sidewalks along Claymore Drive, Buffaloe Road and Benson/Main Street are either completed or in the process of bidding. Due to the construction market, the cost to construct the sidewalk projects has increased approximately 45% from the amount originally estimated. Other sidewalk projects identified in 2013 included Spring Drive (Buckhorn-Timber), Vandora Springs Road (Tiffany Circle-Timber), North Garner Middle School (Avery-Curtis) and Spring Drive (Vandora Springs-Buckhorn).

Council Member Kennedy asked to add sidewalks to the Aversboro Road Extension to a future list.

Action: Proceed with prioritized list of sidewalks.

Google Fiber Update

Presenter: Rodney Dickerson, Interim Town Manager

Mr. Dickerson provided an update on Google Fiber project and recap of initial information on deployment of fiber to homes. This project began with fiber initially deployed in the Morrisville/Cary area. When complete, it will be extended to the Raleigh area. The Town of Garner has secured a location on Spring Road for Google Fiber to place their equipment building. Google Fiber is primarily a non-commercial resource driven by neighborhood interest and residents can sign-up online if interested. At this time, it is unknown when the project will extend to Garner.

Action: No action; information only

REPORTS

Council Member Kennedy

- Reported a directional sign down near the Highway 50 exit off Highway 70, near the Chamber of Commerce. Staff will investigate.

Council Member Singleton

- Mentioned an article in the News & Observer regarding other communities obtaining CAMPO grants for transportation projects and felt this might be something the Town could take advantage of.

Mayor Pro Tem Behringer

- Was pleased to report the opening of Bali Hai Chinese Mongolian Grill in the Lowe's Food Shopping Center.
- She and Reginald Buie, Neighborhood Improvement Manager, met with representatives of Passage Homes, a non-profit to help end homelessness, to determine how the Town could be part of their process. Mr. Dickerson reported the Town is also hoping to include this process as part of future neighborhood improvement initiatives.

Council Member Marshburn

- Encouraged everyone to view the art on display at the Garner Perming Arts Center.

Interim Town Manager Dickerson

- Advised Council that the date posted for the second council meeting in March was incorrect; the correct meeting dates for March are March 7, 22, and 29.

ADJOURN: 7:12 p.m.

Respectfully Submitted,
Stella Gibson

**Town of Garner
Council Meeting Minutes
March 7, 2016**

The Council met in regular session at 7:00 p.m. in the Garner Police Department Training Room located at 912 7th Avenue.

CALL MEETING TO ORDER/ROLL CALL: Mayor Ronnie Williams called the meeting to order at 7:00 p.m.

Mayor Ronnie Williams, Council Member Johns, Council Member Kennedy, Council Member Marshburn, Council Member Singleton. Mayor Pro Tem Kathy Behringer had an excused absence.

PLEDGE OF ALLEGIANCE: Council Member Gra Singleton invited the members of Girl Scout Troop 3322 of Garner to lead the pledge.

INVOCATION: Council Member Gra Singleton

PETITIONS AND COMMENTS - None

ADOPTION OF AGENDA

Interim Town Manager Rodney Dickerson requested to add a closed session to the agenda per N.C.G.S. 143-318.11(a)(5) "to discuss possible real estate acquisition and the Town's negotiating position regarding such real estate."

Motion: Johns
Second: Marshburn
Vote: Unanimous

PRESENTATIONS - None

CONSENT

Real Estate Purchase

Presenter: William E. Anderson, Attorney

Joy Hall-Edwards is the owner of the house and lot at the corner of Montague Street and Parker Street, identified as 301 Parker Street. At a minimum, the Town needs additional right-of-way and easements from this property. In the course of discussing those, the owner's interest in selling the property was discussed.

Action: Authorized purchase of house and lot and action by Town Attorney and Town Manager to close by May 30, 2016

UDO Text Amendment

Presenter: David Bamford, Senior Planner

A proposed text amendment to the Unified Development Ordinance (UDO) to modify setback requirements in several single-family zoning districts and the Central Business District.

Action: Set Public Hearing for April 4, 2016

Central Garner Initiative

Presenter: Reginald Buie, Neighborhood Improvement Manager

Conduct Neighborhood Initiative in the Central Garner Area beginning March 2016, as discussed during the Town Council Work Session, February 2016. The Central Garner Initiative is in response to concerns of the residents and business community in the downtown area.

Action: Adopt Resolution (2016) 2283

Approval of FY 15-16 Audit Contract

Presenter: Pam Wortham, Interim Finance Director

Audit contract and engagement letter for the Town of Garner's annual external audit and CAFR preparation for the fiscal year ending June 30, 2016. The contract is the standard contract required for use by the Local Government Commission.

Action: Authorize Contract

Motion: Singleton
Second: Johns
Vote: Unanimous

PUBLIC HEARINGS

Annexation Petition ANX-15-03

Presenter: David Bamford, Senior Planner

Annexation petition regarding proposed Bryan Road Elementary School.

Mr. Bamford provided the following staff report.

The Wake County Board of Education is requesting a satellite annexation of 54.89 acres located on Bryan Road. The property is currently zoned R-40 and undeveloped. This is the future site of the Bryan Road Elementary School.

Mayor Williams asked Council to disclose any ex parte communications. Hearing none, he opened the public hearing.

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

Action: Adopt Ordinance (2016) 3806

Motion: Kennedy
Second: Marshburn
Vote: Unanimous

Annexation Petition ANX-15-06

Presenter: David Bamford, Senior Planner

Annexation petition associated with the proposed Oak Park development located on New Bethel Church Road.

Mr. Bamford provided the following staff report.

This request is for a satellite annexation of 97 acres located on New Bethel Church Road. The property is currently zoned Wake County R-30 and undeveloped. The proposed use for this site is a subdivision.

The original schedule for the annexation, rezoning and CUP subdivision public hearings was March 7th. However, the review schedule for the rezoning and CUP subdivision was delayed. It is expected that all items should be ready for Council review on April 4th.

Action: Continue the Public Hearing until April 4, 2016

Motion: Singleton
Second: Kennedy
Vote: Unanimous

NEW/OLD BUSINESS

Comprehensive Growth Plan Update

Presenter: David Bamford, Senior Planner

At the 2015 Garner Town Council Retreat, the Comprehensive Growth & Transportation plan updates were identified as part of the Town's 2015 Strategic Action Plan. Subsequently, staff went through a process to select a consulting firm to assist the Town with the update. The total project budget is \$155,000 and will be spread out over 2 fiscal budget years. The amount of \$75,000 is available for the project through June 30, 2016. An additional \$80,000 is committed to the project for the FY 16-FY 17 budget cycle beginning July 1, 2016.

Action: Approve Scope of Work

Motion: Marshburn
Second: Johns
Vote: Unanimous

Street Closing for Wade Avenue

Presenter: David Bamford, Senior Planner

Request from Danny Shields to close the unimproved portion of Wade Avenue in between 1101 & 1007 Park Ave. This 150' x 50' lot will be divided between the two adjacent properties.

Action: Adopt Resolution (2016) 2284 to set Public Hearing for April 4, 2016

Motion: Kennedy
Second: Singleton
Vote: Unanimous

US 401 Welcome Sign

Presenter: Jeff Triezenberg, Assistant Planning Director

The recommended location for the welcome sign is in front of McCullers Crossing Shopping Center. Shopping Center owners have agreed to donate the sign easement to the Town. However, initial cost estimates indicate a funding gap of \$13,814.00 due to the need for fill dirt and a low retaining wall. Council is asked to endorse the location and determine a preferred approach for addressing the funding gap and timing of construction/installation; original budget of \$18,000.

Action: Authorized location, move forward with securing easement, and examine departmental funds in June for reallocation and begin construction at that time

Motion: Kennedy
Second: Singleton
Vote: Unanimous

Highway 50 Bridge Letter and Resolution

Presenter: Jeff Triezenberg, Assistant Planning Director

Resolution from the Town Council requesting NC DOT to include in its NC 50 Bridge Replacement Project consideration to enhance the design of the bridge as a gateway into downtown Garner and to accommodate future widening of US 70 for three travel lanes in each direction.

Action: Adopt Resolution (2016) 2285 with refined language to identify sidewalk on the bridge and enhanced superstructure features

Motion: Kennedy
Second: Marshburn
Vote: Unanimous

COMMITTEE REPORTS

The Public Works Committee is scheduled to meet on Wednesday, March 9 at 8:30 a.m. in the Police Department Training Room located at 912 7th Avenue.

MANAGER REPORTS

- Wake County Revaluation Every 4 Years – Wake County is meeting to discuss this matter today. Additional information will be provided as it becomes available.
- Review Additional Upcoming Needs List – Additional items have been added for Council’s consideration:
 - Preliminary engineering cost for upgrading the White Oak/Hebron Church Road/Ackerman Road intersection
 - Bryan Road Flood Study to be funded jointly with Wake County
 - Determining cost of a regional wastewater pump station in the vicinity of New Bethel Church Road and I-40 (this item is included in the proposed Comprehensive Plan update
 - Determining the cost of major water and sewer extensions needed in Garner’s USA (in partnership with City of Raleigh

Also, previous discussions included the addition of a shelter at Garner Recreation Park. This item will be presented in a decision package for Council’s consideration during the budget process. Council Member Singleton asked that repairs be made to the parking area before adding the shelter. Staff will also prepare a decision package for the parking lot repairs for Council consideration during the budget process.

- Mr. Dickerson advised Council that the next bond sale is scheduled to take place in 2017. A conference call is scheduled with Davenport next week to discuss funding scenarios and Council is asked to provide their input prior to that conference call.
- Mr. Dickerson asked Council for their suggestions of a possible date for the Employees Annual Pancake Breakfast. Staff will check the availability of May 5th.
- Mr. Dickerson presented information on the webinar being hosted by the School of Government for local elected officials. This training is required for all elected and re-elected officials within one-year of their election. The webinar is scheduled for Wednesday, May 18th from 10:00 a.m. to 12:00 p.m. at Town Hall.

ATTORNEY REPORTS

COUNCIL REPORTS

Council Member Kennedy

- Expressed appreciation to the Public Works Department for improvements made to the Thompson Road Park.
- Asked about the email received from Wake County regarding the public hearing on affordable housing on May 14 and the Mayor advised they are looking for support.

Council Member Singleton

- Reported a large pothole at the intersection of 5th Avenue and Aversboro near the First Citizens Bank.

Council Member Johns

- Reported the drainage ditches along Montague Street and Bagwell Street need to be cleaned.
- Asked about the traffic on Jones Sausage Road and Mr. Dickerson advised NCDOT is evaluating the road as part of the school traffic review process. The main concern is the lack of an easement to expand the road.

Council Member Marshburn

- Asked for an update of the Capital Area Youth Soccer League contract. Mr. Dickerson advised the contract was extended for an additional 6 months and staff is currently performing research that they hope to share with Council soon.
- Recognized Jonathan Alexander for awards received from the NC Press Association.

CLOSED SESSION

Motion: Singleton
Second: Johns
Vote: Unanimous

RETURN TO REGULAR SESSION AND ADJOURN – 8:40 p.m.

Respectfully Submitted,
Stella Gibson

**Town of Garner
Town Council Meeting Minutes
March 22, 2016**

The Council met in regular session at 7:00 p.m. in the Garner Police Department Training Room located at 912 7th Avenue.

CALL MEETING TO ORDER/ROLL CALL: Mayor Ronnie Williams

PLEDGE OF ALLEGIANCE: Mayor Ronnie Williams

INVOCATION: Mayor Ronnie Williams

PETITIONS AND COMMENTS - None

ADOPTION OF AGENDA

Council Member Kennedy requested to add a closed session to the agenda per N.C.G.S. 143-318-11(a)(6) “to discuss the qualifications, competence, performance, character, fitness, or conditions of appointment of an individual public officer or employee.”

Action: Agenda revised to include these items.

Motion: Kennedy
Second: Johns
Vote: Unanimous

Action: Agenda approved.

PRESENTATIONS - None

CONSENT

Minutes from December 15, 2015 and January 4, 2016

Motion: Singleton
Second: Marshburn
Vote: Unanimous

PUBLIC HEARINGS - None

NEW/OLD BUSINESS

Finance Department Re-Organization
Presenter: Pam Wortham, Interim Finance Director

Ms. Wortham provided an update on the status of the Finance Department re-organization as presented at the October 27, 2015 Council Work Session and a request to authorize an Accounting Manager position.

Action: Authorize Accounting Manager Position and Endorse Re-Organization Plan

Motion: Marshburn

Second: Behringer
Vote: Unanimous

Type 1 Sewer Allocation Request

Presenter: Tony Chalk, Town Engineer

With the approval of the Landings at Heather Park Subdivision, the Type I water/sewer allocation for 2016 has been depleted. This matter was discussed at the Public Works committee meeting where it was agreed to place it on the agenda for approval of an additional 150 units of Type I sewer for 2016.

Action: Authorize additional Type 1 water/sewer allocation of 150 lots

Motion: Singleton
Second: Kennedy
Vote: Unanimous

Additional Funding for Storm Drain Project

Presenter: Tony Chalk, Town Engineer

The recently completed drainage project exceeded the approved contract. The majority of the additional charges were the result of poor soils in the area under the roadway on Susan Drive and the cost to replace these soils with suitable material.

Action: Authorize Additional Funding of \$30,163.05

Motion: Kennedy
Second: Marshburn
Vote: Unanimous

COMMITTEE REPORTS

Council Member Kennedy reported a meeting of the Public Works Committee on March 9, 2016 to discuss utility fees. The Committee will meet again on March 24 for further discussion of this matter.

MANAGER REPORTS

- garner info
- Finance Report
- Building & Permit Report
- A Community Open House is scheduled for March 24, 2016 from 5:00 p.m. to 7:00 p.m. at the Garner Performing Arts Center to invite the community to view renderings and floor plans of the Garner Indoor Recreation Center. Also available will be maps of proposed road improvements along Montague Street and U.S. 70 as well as Town staff and architects to answer any questions.

ATTORNEY REPORTS

COUNCIL REPORTS

Council Member Marshburn

- Asked if there was anything the Town could do to expedite the light cycle at the intersection of Timber Drive and Aversboro Road. Mr. Chalk advised this delay may be due to work being performed in the right-of-way. The work is scheduled to be complete this week. Mr. Chalk will contact NCDOT Traffic Services Division to verify.
- Attended a Salvation Army forum on homelessness in Wake County and felt this issue was something everyone needed to be more concerned about and to look for positive ways to contribute.
- Expressed appreciation to the Garner Performing Arts staff for continuing to bring quality programming to the Town.

Mayor Pro Tem Behringer

- Reported the concrete medians at the intersection of the off ramp on Vandora Springs Road and U.S. 70 are cracked as well as the medians near the Methodist Church.
- Reported tall grass on Benson Road between Hudson's and the Garner Volunteer Fire Department locations.
- Asked about colorful plantings at Old Stage Road and U.S. 401. Staff will follow-up.
- Attended the Strategic Planning Workshop at NC School of Government and felt it was very informational.
- Attended the NC Main Street Conference last week and was impressed with the progress being made to increase the viability of Main Streets.

Council Member Johns

- Noticed slow light cycles at Highway 50 and New Rand Road. Will monitor for follow-up.

Council Member Singleton

- Asked if the stakes in the right-of-way along Buffalo Road were for the installation of fiber or sidewalks. Mr. Chalk responded that the stakes were related to the installation of fiber by AT&T. Concern was expressed regarding both projects occurring at the same time and Mr. Chalk advised AT&T's project should be completed before the sidewalk project begins.

Council Member Kennedy

- Mentioned the recent mowing contract for Highway 70 and the impact of cables in the median.
- Asked about the installation schedule of sidewalks along Timber Drive. Mr. Chalk advised that other work is required in the area before they can be installed and at this time, no schedule is available.
- Stated he had received complaints about the dip in the Don Rohrbaugh bridge and asked if further work was scheduled. Mr. Chalk advised no further work is scheduled at this time.
- Will be attending the North Carolina Railroad Company's Progress in Motion 2016 event in Raleigh on April 18-19, 2016.
- Asked if materials would need to be prepared in advance in preparation of the Triangle Community Coalition 'Coffee Chat' meeting on April 20, 2016 at 8:30 a.m. Mayor Pro Tem Behringer reminded Council that at previous 'Coffee Chat' events, no material preparation was required and Mr. Dickerson indicated, based on the number of participants, the location of the meeting may change from Town Hall to the Police Department Training Room.

CLOSED SESSION

Motion: Kennedy
Second: Marshburn

Vote: Unanimous

RETURN TO REGULAR SESSION AND ADJOURN: 9:12 p.m.

Respectfully Submitted,
Stella Gibson

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 4, 2016		
Subject: Comprehensive Fees and Charges - Public Utility Fees		
Location on Agenda: Consent		
Department: Development Services		
Contact: John Hodges, Assistant Town Manager		
Presenter: John Hodges, Assistant Town Manager		
<p>Brief Summary:</p> <p>Council took action at their April 4, 2016 to adopt changes to the Public Utility Fees including 1) reduction of the Capacity Replacement Fee, 2) suspension of the Utility Development Fee, and 3) reinstatement of Acreage Fees.</p> <p>The attached ordinance amends the Comprehensive Fees and Charges for the Town of Garner to incorporate these changes.</p>		
<p>Recommended Motion and/or Requested Action:</p> <p>Adopt Ordinance (2016) 3814</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>This action will formalize the fees and charges as part of the Town ordinances.</p>		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	JMH	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

ORDINANCE NO. (2016) 3814

AN ORDINANCE AMENDING THE COMPREHENSIVE FEES AND CHARGES FOR THE TOWN OF GARNER, FY2015-2016

BE IT ORDAINED BY THE TOWN COUNCIL FOR THE TOWN OF GARNER THAT THE COMPREHENSIVE FEE SHCEDULE BE CHANGED AS FOLLOWS:

Section One. Amend the Town of Garner Comprehensive Fees and Charges Section 4, Article 7 (Water and Sewer Capacity Replacement Fees), Article 9 (Utility Development Fee) as follows:

Capacity Replacement Fees*

Water (Residential & Non Residential) \$ 1.00 per gallon for new construction reserved or projected
 Sewer (Residential & Non-Residential) \$ 1.00 per gallon for new construction reserved or projected

* The above Fees are due when Building Permit Application is filed.

Utility Development Fees (See Acreage Fees chart below)

Water (Residential & Non-Residential) Fee has been SUSPENDED
 Sewer (Residential & Non-Residential) Fee has been SUSPENDED

Acreage Fees (per each acre developed)

Zoning Districts	Acreage Fee - Water	Acreage Fee - Sewer
R-40, R-20, R-15, R-12, R-9, RCD-1, RCD-2	\$ 1,750.00	\$ 1,750.00
MR-1	\$ 1,990.00	\$ 1,990.00
R-5 or RMH	\$ 2,745.00	\$ 2,745.00
MF-1	\$ 2,690.00	\$ 2,690.00
MF-2	\$ 3,195.00	\$ 3,195.00
NO, O&I, NB, CB, SB, MXD	\$ 4,180.00	\$ 4,180.00
I-1, I-2	\$ 4,575.00	\$ 4,575.00

NOTE: Includes new construction reserved or projected. The above Fees are due when Building Permit Application is filed.

Duly adopted the 19th day of April, 2016.

 Ronnie S. Williams, Mayor

ATTEST: _____
 Stella Gibson, Town Clerk

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Rezoning Application CUD-Z-16-03 and Conditional Use Permit CUP-SP-16-07		
Location on Agenda: Public Hearings		
Department: Planning		
Contact: Brad Bass, Planning Director		
Presenter: David Bamford		
Brief Summary: Request to rezone a 7.5 acre tract from R-9, CBD and O&I C-104 to CBD C-183 and request for conditional use permit approval for the Garner Recreation Center.		
Recommended Motion and/or Requested Action: Adopt Ordinance (2016) 3812; Consider Permit Approval		
Detailed Notes: See attached staff report and associated documents.		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: Recommend approval of consistent zoning and site plan as the next important steps toward start of construction.		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MBB	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

**Town of Garner
Conditional Use Rezoning & Conditional Use Permit
Staff Report**

**Town Council Public Hearing
April 19, 2016**

APPLICATIONS: CUD Z-16-03 (Conditional Use Rezoning)
CUP SP-16-07 (Conditional Use Plan)

APPLICANT: Town of Garner

OWNER: Town of Garner

LOCATION OF PROPERTY: Montague, Main and Purvis Streets

WAKE COUNTY PIN #: 1711622048, 1711623370, 1711623560, 1711623596,
1711624025, 1711624607, 1711624664, 1711625537,
1711626110, 1711626222, 1711626229, 1711626333,
1711626452, 1711626516, 1711627309, 1711627477,
1711627504, 1711627544, 1711622020

AREA: 7.5 acres

TOWN LIMITS: Yes

PRESENT ZONING: R-9, O&I C-104, CBD

REQUESTED ZONING: Central Business District Conditional Use (CBD C183)

OVERLAY DISTRICTS: US 70/401 Overlay

KEY MEETING DATES:

Planning Commission: **April 11, 2016**
Town Council Public Hearing & Action: **April 19, 2016**

REZONING REPORT

EXISTING ZONING

The 7.5-acre rezoning site currently contains three zoning districts: R-9, O&I C104, and CBD.

Approximately 6.6-acres are zoned **Residential 9 (R-9)**. The R-9 district is established to provide for the development of single-family residential units at urban densities on lots of at least 9,000 square feet. In addition, the R-9 district also allows schools, churches, parks, and in-home daycares.

The following is a list of permitted uses in the R-9 district.

1. Single-family site built and modular homes
2. Residential cluster
3. Family Care Home
4. Group Care Home
5. Intermediate Care Home
6. Community Center
7. In-home Child Day care (up to 3 children)
8. Family Day care (up to 8 in home)
9. School
10. Public safety: fire, police, rescue squad, ambulance
11. Cemetery
12. Public Parks, swimming pool, tennis courts, golf course
13. Churches, religious institutions
14. Minor utility, elevated water storage tank
15. Private parks, country clubs, golf courses
16. Bed and Breakfast

Approximately 0.71-acres are zoned **Office and Institutional Conditional Use (O&I C104)**. The O&I district has been established to accommodate more intense professional and service occupations than permitted in the Neighborhood Office (NO) district. This district is also intended to serve as a transition between residential districts and more intense districts, including commercial districts. The applicant has proposed use restrictions.

The following is a list of permitted uses in the O&I C104 district. Prohibited uses are highlighted below.

1. Townhouse
2. Condominium
3. Community Center
4. Library, Museum, Art Gallery
5. Other Community Service
6. Civil service, fraternal clubs
7. Adult Day Care
8. Day Care Center

- 9 Funeral Home, Crematorium
- 10 Business School, satellite school
- 11 College or University
- 12 Public, private school
- 13 Trade, vocational school
- 14 Music, art, dance instruction
- 15 Ambulance, Police, Fire station
- 16 Government Office
- 17 Continuing care, retirement facility
- 18 Hospice
- 19 Hospital
- 20 Ambulatory Health, Emergency Care
- 21 Medical clinic
- 22 Mental Health Facility
- 23 Group care facility
- 24 Handicapped Institution
- 25 Intermediate care institution
- 26 Cemetery
- 27 Public parks, pool, open space
- 28 Churches, religious institutions
- 29 Minor utility, elevated water tank
- 30 Golf courses, country club
- 31 Indoor gym, spa, pool, tennis courts
- 32 Banks, financial institutions
- 33 Medical offices
- 34 General office use (see conditions below)
- 35 Bed and breakfast
- 36 Hair salons, barber shops
- 37 Commercial parking
- 38 Indoor repair use
- 39 Nursing Care Institution
- 40 Veterinarian Indoor

Other Conditions

1. The exterior residential appearance shall be maintained.
2. Parking shall be restricted to the side and rear of the property.
3. All R-9 Uses allowed in O&I district shall be permitted.
4. Office uses are restricted to attorneys, engineers, designers, doctors, real estate agents or appraisers, insurance agents, and similar professional services. All other office uses are prohibited.

Approximately 0.29-acres are zoned **Central Business District (CBD)**. This district is intended to provide for and maintain the Main Street business district.

The following is a list of permitted uses in the CBD district.

1. Townhouse or Condominium
2. Upper-Story Residential
3. Community Center
4. Library, museum, art center
5. Other Community service
6. Lodges and fraternal clubs
7. Business School, college or university satellite
8. Trade/vocational schools
9. Music, dance art instruction
10. Funeral home crematorium
11. Ambulance, rescue squad, police, fire station
12. Government office
13. Hospital
14. Medical Clinic
15. Cemetery
16. Public parks, swimming pools, tennis courts, golf courses
17. Religious institutions
18. Minor utility, elevated water tank
19. Private golf or country club
20. Private gym, spa, indoor tennis, pool
21. Movie Theaters
22. Bank, financial institution
23. Medical office, individual
24. Other office
25. Bed and breakfast
26. Commercial Parking
27. Restaurant, indoor with seating only
28. Restaurant take out only or walk up
29. Convenience store without fuel sales
30. Open Air Market
31. Repair oriented use indoor only
32. Personal service use indoor only
33. Hair and beauty salons
34. Sales oriented use (indoor operations only)
35. Veterinarian/kennel indoor

PROPOSED ZONING

The proposed zoning district for the entire 7.5-acre site is **Central Business District Conditional Use (CBD C183)**. This district is intended to provide for and maintain the Main Street business district.

The following is a list of permitted uses in the CBD C183 district. Prohibited uses proposed by the Town are highlighted below.

1. Townhouse or Condominium
2. Upper-Story Residential,
3. Community Center
4. Library, museum, art center

5. Other Community service
6. Lodges and fraternal clubs
7. Business School, college or university satellite
8. Trade/vocational schools
9. Music, dance art instruction
10. Funeral home crematorium
11. Ambulance, rescue squad, police, fire station
12. Government office
13. Hospital
14. Medical Clinic
15. Cemetery
16. Public parks, swimming pools, tennis courts, golf courses
17. Religious institutions
18. Minor utility, elevated water tank
19. Private golf or country club
20. Private gym, spa, indoor tennis, pool
21. Movie Theaters
22. Bank, financial institution
23. Medical office, individual
24. Other office
25. Bed and breakfast
26. Commercial Parking
27. Restaurant, indoor with seating only
28. Restaurant take out only or walk up
29. Convenience store without fuel sales
30. Open Air Market
31. Repair oriented use indoor only
32. Personal service use indoor only
33. Hair and beauty salons
34. Sales oriented use (indoor operations only)
35. Veterinarian/kennel indoor

OVERLAY DISTRICT

This property falls within the **US 70/401 Thoroughfare Overlay District**. This overlay district has additional development standards and use restrictions for properties with frontage along these 2 corridors. The overlay is explained in Article 4.11 of the *Unified Development Ordinance*. There are several uses that are prohibited or restricted within the overlay district.

Overlay prohibited uses

- a. Drive-in movie theaters
- b. Adult cabarets and establishments
- c. Outside storage of goods not related to sale or use on premises
- d. Scrap materials, salvage yards, junkyards, automobile graveyards
- e. Mining or quarrying operations; including on-site sales of products; coal or aggregate sale and or storage; concrete mixing plant;
- f. Reclamation landfill
- g. Commercial greenhouse operations
- h. Recyclable material collection centers

Overlay prohibited uses adjacent to or within 150 feet of existing residential uses

- a. Hotel/motels
- b. Pool halls/bowling alleys only
- c. Bars/night clubs/ABC-permitted private clubs

Overlay restricted uses with additional standards (site layout, screening)

- a. Uses with outdoor storage, display, or goods for sale
- b. Manufactured home sales lots
- c. Motor vehicle sales lots
- d. Automobile service centers
- e. Automobile repair and body shops
- f. Veterinarians or kennels
- g. Truck terminals
- h. Car washes

SUMMARY OF ZONING REQUEST

This 7.5-acre site is currently zoned R-9, O&I C104, and CBD. The proposed zoning district is CBD C183. Use restrictions are proposed. Many CBD uses would not be permitted on the site.

Conditional use application CUP SP 16-07 has been filed to develop the site into the Garner Indoor Recreation Center.

SURROUNDING ZONING & LAND USE

North:	R-9	Residential
South:	R-9	Residential
East:	R-9 CBD	Residential Commercial
West:	R-9	Residential

NEIGHBORHOOD CHARACTER

This area of the downtown community is mainly residential single-family. Commercial uses are located along Main Street between Purvis Street and Griffin Street. The railroad runs along the north side of Main Street. Garner Baseball is also an important activity located downtown at the corner of Pearl Street and W Main Street.

ZONING HISTORY

Our records show the following zoning cases in this vicinity.

Case	Applicant	Location	Zoning Change
CUD-Z-97-05	Michael Brown & Jennifer Wolcutt-Banyash	206 & 210 E Main Street	R-9 to O&I C70
Z-01-03	Sam Bridges	405 W Main Street	R-12 to R-9
CUD-Z-00-08	Brian Cahill	215 W Main Street	R-9 to O&I C104
Z-02-03	Ronald Taylor	201 Rand Mill Road	CBD to R-9

INFRASTRUCTURE

Public water & sewer service is available. The project, the Garner Indoor Recreation Center, will connect to both public water and sewer. A 10-inch water line and an 8-inch sewer line are along W Main Street. There is an 8-inch sewer line and a 48-inch water line along Montague Street.

TRANSPORTATION

The site has approximately 470 feet of frontage along **W Main Street**. W Main Street is a 2-lane facility with a 55' right-of-way. It is maintained by the Town and is not classified as a thoroughfare by the *Garner Transportation Plan*. The Average Daily Traffic (ADT) counts are not available.

The site has approximately 825 feet of frontage along **Montague Street**. Montague Street is a 2-lane facility with a 40 to 50' right-of-way. It is maintained by the Town and is not classified as a thoroughfare by the *Garner Transportation Plan*. The Average Daily Traffic (ADT) counts are not available.

The site has approximately 545 feet of frontage along **Purvis Street**. Purvis Street is a 2-lane facility with a 30 to 40' right-of-way. It is maintained by the Town and is not classified as a thoroughfare by the *Garner Transportation Plan*. The Average Daily Traffic (ADT) counts are not available.

The proposed site plan (CUP-SP-16-07) shows a 40,225 square-foot indoor recreation facility. The project could generate approximately 902 trips per day to and from the site (Source: Trip Generation by Microtrans).

ENVIRONMENT

The rezoning site is not within a FEMA flood zone. The site slopes from W Main Street south towards US HWY 70.

STAFF COMMENTARY

Conformity to Adopted Town Plans

According to the ***Historic Downtown Garner Plan (2010)***, a significant community destination is suggested in the vicinity of W Main Street and Montague Street. This is shown as a “New Civic Anchor / New Town Green” on the Town Center Framework Plan map. Montague Street is a proposed gateway to function as the primary north-south connector from US HWY 70 to Main Street. Several “Concepts” for the Town Center are suggested showing the various development possibilities. For all the concepts, the “New Anchor,” is surrounded by mixed-use buildings, multi-family, and a variety of residential uses.

The requested zoning change from R-9, O&I C104, and CBD to CBD C183 is consistent with the recommendations of the ***Historic Downtown Garner Plan*** for this area of the community. The development plan (CUP SP 16-07) submitted along with this rezoning request shows the development of the Garner Indoor Recreation Center.

Conditional Use Permit Report

PROJECT DATA:

Acreage:

7.56 acres

Building Size:

40,225 square feet containing three gyms, an indoor track, fitness room, art room, multi-purpose room and the main offices for Parks, Recreation and Cultural Resources.

Building Material and Color:

Predominately red brick with details in beige brick, CMU and metal panels.

Landscape and Buffer Requirements:

The plan as proposed meets the requirements of the Landscape Ordinance.

Tree cover requirements are met mostly with proposed trees.

A 15 foot street buffer along Main Street and a 20 foot street buffer along Montague and Purvis Streets is required. Please refer to General Comments.

Along the south property line, a 35 foot perimeter buffer adjacent to single family development is required and a 25 foot buffer adjacent to undeveloped residential zoning. These have been provided and landscaped as required.

Parking Spaces:

Parking for a community center is based on square footage.

134 parking spaces (5 accessible) are required
174 parking spaces (8 accessible) are provided
Please refer to General Comments.

Floodplain:

This site does not contain a FEMA designated floodplain.

Stormwater Management:

Please refer to General Comments.

Fire Protection:

The plan, as proposed, meets fire code requirements. Please refer to General Comments.

Water/ Sewer:

Service connection to public water and sewer proposed. Please refer to General Comments.

Street Access/ Sidewalks:

Vehicular access into the site will be off Purvis and Montague streets.

The sidewalk is continued along Main Street and turns down both Purvis and Montague along the length of the project.

General Comments:

Landscaping – Street buffers are not only a horizontal separation but also an area for street trees and evergreen shrubs to screen the vehicular surface area. Although the entire 20 feet of width has not been provided along the entire length of the project site on Purvis and Montague, there is sufficient space to provide the required tree and shrub layer. The street buffer along Main Street is picking up on the design of the existing business frontages. Staff is comfortable with these alternate designs believing they meet the spirit and intent of the ordinance.

Parking - The plan proposes a total of 174 parking spaces (street parking and on-site parking). An additional 38 spaces are available along Main Street, for after hours and weekend activities. The applicant is aware of the need for selective programming to prevent an over demand on available parking.

Storm-water management – This project is subject to nitrogen, 85% TSS removal and water quantity requirements. Construction of a wet pond located south of the building site near the US Highway and Montague Street intersection will provide treatment for nitrogen and 85% TSS removal and control for the 1, 10 and 25 and 50 year storm events. In addition, a payment to a private mitigation bank will be required.

The storm-water pond, being on a site by itself, was required to meet street and perimeter buffer standards. Staff will evaluate the effectiveness of the plant material in providing the required screening for the residence to the north. If found insufficient, additional measures will be discussed with the Applicant.

Fire protection – The Fire Inspector has pointed out the need for proposed pavers to meet certain criteria to support fire-fighting equipment. A condition has added to address this matter.

Water/Sewer - The City of Raleigh is concerned about the pressure in the existing waterline along Montague Street and has advised that if the line is too small or required pressure is not present, a new 8 inch line will be required. A new water line will require construction drawing approval. The applicant is aware of this situation.

Road improvements – As part of this development, a left turn from US 70 onto Montague Street, also known as a left-over, will be provided.

Lighting – The lighting plan provided with the site plan addresses on site lighting and meets the lighting requirements. Street lights for Main, Purvis and Montague Streets, along the project frontage, will also be provided.

Consistency with Adopted Town Plans and Policies:

- Applicable Land Use Plans:** The project is consistent with the Comprehensive Growth Plan and Historic Downtown Garner Plan.
- 2010 Garner Thoroughfare Plan:** This project, as proposed, is consistent with the Thoroughfare Plan.
- Parks & Greenway Plan:** This project, as proposed, is consistent with the Parks and Greenway Plan.
- Unified Development Ordinance Regulations:** This project, as proposed, is consistent with the regulations of the Unified Development Ordinance.

STAFF RECOMMENDATION:

The Council will need to vote on the rezoning application prior to voting on the conditional use permit application.

Rezoning Action

The Planning Commission and staff finds that Rezoning Application CUDZ-16-03 is consistent with the recommendations of the **Historic Downtown Garner Plan** for this area of the community. Therefore, the commission and staff recommend approval of Rezoning Application CUDZ-16-03 as submitted.

Note: The Council will need to use the attached **Rezoning Motion Form** as a guide when making a motion on the attached Ordinance regarding this rezoning application.

Conditional Use Permit Action

The Planning Commission and staff have reviewed the application and find it to be complete and in compliance with the UDO, therefore we recommend approval of Application CUP-SP-16-07, Garner Recreation Center with one condition specific to the project as listed on the attached permit.



**Town of Garner
Planning Department**

**Conditional Use Applications
CUD-Z-16-03 & CUP SP-16-07**

0 250 500 Feet



Project: Garner Indoor Recreation Center
 Applicant: Town of Garner
 Owner: Town of Garner
 Location: W Main & Montague Street
 1711622048, 1711623370,
 1711623560, 1711623596, 1711624025,
 1711624607, 1711624664, 1711625537,
 1711626110, 1711626222, 1711626229,
 1711626333, 1711626452, 1711626516,
 1711627309, 1711627477, 1711627504,
 1711627544, 1711622020

CUD-Z-16-03
 Current Zoning: R-9
 Proposed Zoning: Central Business District (CBD)
 Conditional Use C183
 Overlay: None
 Acreage: 7.5

CUP-SP-16-07
 Existing Use: Vacant / undeveloped
 Proposed Use: Garner Indoor Recreation Center

REZONING ACTION MOTION WORKSHEET

Application #: CUD-Z-16-03 from R-9, O&I C-104, CBD to CBD C183

Applicant: Town of Garner

MOTION TO APPROVE REZONING REQUEST:

I move that the Council find the following regarding rezoning application CUD-Z-16-03

- reasonably complies with the Town's Historic Downtown Garner Plan (OR)
- does not comply with the Comprehensive Growth Plan;

(AND) that the zoning application CUD-Z-16-03 is reasonable and in the public interest because it will likely (use as many of the following as are appropriate):

- allow the development of an appropriate density of housing in the area in which it is located;
- allow appropriate types of business at the described location which will provide opportunities for access to goods and/or services useful to the surrounding area;
- allow appropriate types of business at the described location which will provide employment opportunities for citizens;
- allow the types of businesses at the described location which will enhance the Town's economic development,
- allow the types of businesses at the described location which will likely enhance the Town's tax base,
- _____
- _____

(AND) I therefore move that the Council

accept the recommendation of the Planning Commission and adopt Ordinance No. _____ approving rezoning request number CUD-Z-16-03.

(OR)

adopt Ordinance No. _____ approving rezoning request number Z _____

MOTION TO DENY REZONING REQUEST:

I move that the Council

deny rezoning request number CUD-Z-16-03; OR

deny rezoning request number Z-_____;

(AND) reasons for denying the Application include that it is not reasonable and is not in the public interest, because (use as many of the following as are appropriate):

it does not comply with the comprehensive long range plan,

would allow the development of an excessive density of housing for the area in which it is located;

it would likely lead to an unacceptable additional level of traffic in the area in which it is located;

it would allow types of business at the described location which will not be appropriate for the area in which it is located,

Return to: Stella Gibson
Town of Garner
900 7th Avenue
Garner, NC 27529

ORDINANCE NO. (2016) 3812

AN ORDINANCE AMENDING THE TEXT OF THE GARNER UNIFIED DEVELOPMENT ORDINANCE TO CREATE A NEW CONDITIONAL USE ZONING DISTRICT AND TO AMEND THE OFFICIAL ZONING MAP TO APPLY THE NEW ZONING CLASSIFICATION

WHEREAS, The Town Council has received a petition requesting that a new conditional use zoning district be established and that this new district classification be applied to the applicant's property.

WHEREAS, the Town Council is authorized by the Town Charter to establish conditional use zoning districts:

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF GARNER ORDAINS:

Section 1. That the Official Zoning Map of the Town of Garner and Extraterritorial Jurisdiction be amended by changing the zoning classification of the property described below from its present zoning to that requested by the **Town of Garner** in Rezoning Application No. **CUD-Z-16-03 (CBD C183)**.

Section 2. There is hereby created a new conditional use zoning district, to be known as the Central Business District Conditional Use District 183 (**CBD C183**) within this district, all of the regulations that apply to property within the Central Business District Conditional Use District 183 (**CBD C183**) zoning district shall be applicable and that all other uses are prohibited except those that are listed as permissible shall require a conditional use permit:

The following is a list of permitted uses for the proposed CBD C183 district:

1. Upper-Story Residential,
2. Community Center
3. Library, museum, art center
4. Other Community service
5. Music, dance art instruction
6. Ambulance, rescue squad, police, fire station
7. Government office
8. Public parks, swimming pools, tennis courts, golf courses
9. Minor utility, elevated water tank
10. Private gym, spa, indoor tennis, pool
11. Bank, financial institution
12. Medical office, individual
13. Other office
14. Bed and breakfast
15. Restaurant, indoor with seating only
16. Restaurant take out only or walk up
17. Convenience store without fuel sales
18. Open Air Market
19. Repair oriented use indoor only

- 20. Personal service use indoor only
- 21. Hair and beauty salons
- 22. Sales oriented use (indoor operations only)

Section 3. The official Zoning Map of the Town of Garner is amended by changing the zoning classification of the property identified below and as shown on a map in application file:

Owner(s)	Tract No.	Existing Zoning	New Zoning
Town of Garner	1711622048, 1711623370,1711623560, 1711623596, 1711624025,1711624607, 1711624664, 1711625537, 1711626110, 1711626222, 1711626229,1711626333, 1711626452, 1711626516,1711627309, 1711627477, 1711627504,1711627544, 1711622020	R-9, O&I C-104, CBD	Central Business District Conditional Use (CBD C183)

Section 4. The Planning Department shall change the Official Zoning Map displayed for the public to reflect this change immediately following adoption of this ordinance. In addition, a copy of this ordinance shall be filed in the Planning Department.

Section 5. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 6. That the Town Clerk shall cause a duly certified copy of this ordinance to be recorded in the office of the Wake County Register of Deeds.

Section 7. This ordinance shall become effective upon adoption.

Duly adopted this ____ day of April 2016.

MAYOR

ATTEST: _____
TOWN CLERK

**TOWN OF GARNER
CUP-SP-16-07
CONDITIONAL USE PERMIT**

APPLICANT	Town of Garner Attn: Tony Chalk 900 7 th Avenue Garner, NC 27529
LOCATION	Montague, Main and Purvis Streets
USE	Garner Recreation Center
DATE ISSUED	April 19, 2016

I. COMPLETENESS OF APPLICATION

The application is complete.

II. COMPLIANCE WITH ORDINANCE REQUIREMENTS

The application complies with all applicable requirements of the Unified Development Ordinance.

III. GRANTING THE APPLICATION

The application is granted, subject to the following conditions:

- 1) The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Town Council, a copy of which is filed in the Town Hall. Any deviations from or changes in these plans must be pointed out specifically to the administrator in writing and specific written approval obtained as provided in the Unified Development Ordinance.
- 2) If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this permit shall be void and of no effect.
- 3) All applicable permit approvals shall be obtained by the applicant.

IV. SPECIFIC TO THE PROJECT

- 1) Prior to issuance of a certificate of occupancy, compaction tests and ratings of all surfaces to meet the requirements of the Garner Fire Department Aerial Apparatus shall be submitted to the Fire Inspector.

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Text Amendment UDO-16-01		
Location on Agenda: Old/New Business		
Department: Planning		
Contact: Brad Bass, Planning Director		
Presenter: Brad Bass		
Brief Summary: A text amendment revising the setback requirements in the R-15, R-12, R-9 districts and a revision to the corner side setback requirement in the Central Business District (CBD).		
Recommended Motion and/or Requested Action: Adopt Ordinance No. (2016) 3813		
Detailed Notes: See attached documents.		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: None		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MBB	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

MEMORANDUM

TO: Rodney Dickerson
Town Manager

FROM: Brad Bass, AICP
Director of Planning

DATE: April 12, 2016

SUBJECT: UDO Text Amendment UDO 16-01
Setback Requirements

Background

Over the last year or so staff has met with various developers/builders regarding potential single-family residential projects in Garner. One of the re-occurring themes we heard in those conversations was the need for the Town to consider revising its side yard setback requirements in the single-family residential zoning districts, particularly in the smaller districts that require connection to public water and sewer (R-15, R-12 and R-9).

Staff did a quick survey of other Wake County municipalities and concluded some minor adjustments to setback requirements may be needed (**see attachment**). This matter has also come up during the review of the proposed Oak Park Subdivision located on New Bethel Church Road.

At the Council February 23rd work session staff advised that the corner side yard setback distance required in the Central Business District (CBD) needed to be modified based on our review of the proposed Recreation Center site plan. Council agreed to include this change in the proposed text amendment.

The Town Council conducted a public hearing on April 4, 2016 to consider the amendment. There were no comments from the public at the hearing. The Planning Commission reviewed this matter at its April 11th meeting. There were no public comments at the Commission meeting.

Summary of Text Change

Single-Family Residential Districts	R-40	R-20	R-15	R-12	R-9
Minimum Lot Area	40,000 s.f.	20,000 s.f.	15,000 s.f.	12,000 s.f.	9,000 s.f.
Minimum Lot Width	100 ft.	90 ft.	80 ft.	70 ft.	60 ft.
Minimum Yards:					
Front Yard	35 ft.	35 ft.	30 ft.	30 ft.	25 ft.
Rear Yard	25 ft.	25 ft.	25 ft. 20 ft.	25 ft. 20 ft.	25 ft. 20 ft.
Side Yard	10 ft.	10 ft.	10 ft. 6' minimum 15' combined *	10 ft. 6' minimum 15' combined*	10 ft. 6' minimum 15' combined*
Corner Lot Side Yard	25 ft.	25 ft.	25 ft. 20 ft.	25 ft. 20 ft.	20 ft.

* Interior side setback distance less than 10 feet requires a five-foot property maintenance easement be provided on the adjoining lot and recorded on the final subdivision plat.

Standard	NO	NC	CBD	OI	CR	SB	I-1	I-2
Minimum Yards:*								
Front yard	35 ft.	35 ft.	None	35 ft.	35 ft.	35 ft.	50 ft.	50 ft.
Rear yard	25 ft.	0/25 ft.	0/15 ft.	25 ft.	0/25 ft.	0/25 ft.	0/50 ft.	0/50 ft.
Side yard	0/15 ft.	10/15 ft.	0/15 ft.	10/15 ft.	10/15 ft.	0/25 ft.	0/25 ft.	0/25 ft.
Corner lot side yard	35 ft.	35 ft.	25 ft. 20 ft.	35 ft.	35 ft.	35 ft.	35 ft.	35 ft.

Recommendation

An ordinance regarding Text Amendment UDO-16-01 has been prepared and is enclosed for Council's action. Staff views the proposed text amendment as a minor change. The Planning Commission reviewed this matter at its April 11th meeting and recommended approval as submitted.

Please advise if you have questions.

h:\planning shared\shared planning files\udo amendments\2016\udo-16-01\udo-16-01_finaltc_memo_4-19-2016.docx

USE: single-family detached

TOWN / CITY	ZONE	SIDE SETBACK	CORNER SIDE
Fuquay-Varina	R-40, R-30	10 feet	30 feet
	R-20, R-15	8 feet	20 feet
	R-10, R-8, R-6, R-4	6 feet	15 feet
Apex	RA, RR	15 feet	15 feet
	Low Density (LD)	8 feet min / 20 feet combined	18 feet
	Medium Density (MD)	6 feet min / 16 feet combined	15 feet
	HDSF	8 feet	15 feet
Cary	R-80, R-40	15 feet	20 feet
	R-20, R-12	10 feet	20 feet
	R-8	5 feet min / 20 feet combined	20 feet
	TR (Transitional)	3 feet min / 6 feet combined	10 feet
Raleigh	R1 (40,000 s.f.)	10 feet	20 feet
	R2 (20,000 s.f.)	10 feet	20 feet
	R4 (10,000 s.f.)	5 feet	10 feet
	R6 (6,000 s.f.)	5 feet	10 feet
	R10 (4,000 s.f.)	5 feet	10 feet
Wendell	RA, RR	10 feet	40 feet
	R2 (15,000 s.f.)	10 feet	30 feet
	R3 (10,000 s.f.)	20% of lot width combined	25 feet
	R4 (6,000 s.f.)	20% of lot width combined	25 feet
Holly Springs	R-30, R-20	10 feet	20 feet
	R-15	7 feet	20 feet
	R-10	6 feet	20 feet
	R-8	5 feet	20 feet
Knightdale	RR1	10 feet	35 feet
	General Res 3 (GR3)	20% of lot width combined *	10 feet
	General Res 8 (GR8)	20% of lot width combined *	10 feet
	Urban Res (UR12)	20% of lot width combined *	10 feet
	Res Mixed (RMX)	20% of lot width combined *	10 feet
	Neighborhood (NMX)	20% of lot width combined *	10 feet
	Town Center (TC)	20% of lot width combined *	0 feet

* no less than 5 feet for lots 60 feet in width or greater

* no less than 3 feet for lots less than 60 feet in width



Tony M. Tate Landscape Architecture, P.A.

Mr. Brad Bass, Planning Director
Town of Garner Planning Department
900 Seventh Avenue
Garner, NC 27529

Date: December 1, 2015

Re: Text Change to the Garner UDO

Mr. Bass,

In conjunction with the submittal of the Oak Park Subdivision and Rezoning request filed today, we are requesting that the Town of Garner consider a Text Change to the Town of Garner Unified Development Ordinance Article 6.1A Residential District Development Standards, Single Family Residential Dimensional Standards specifically in regards to Side Yard and Corner Side Setbacks. We propose that the side yard setback for the Zoning District in question be 20% of the minimum lot width and the corner sides be reduced as shown. See example below;

Lot Dimensions	Single Family Residential Districts					
	R-40	R-20	R-15	R-12	R-9	RMH
Min. Lot Area	40,000	20,000	15,000	12,000	9,000	5,000
Min. Lot Width	100	90	80	70	60	50
Side Yard Existing	10	10	10	10	10	10
Side Yard Proposed	10	9	8	7	6	5
Corner Side Existing	25	25	25	25	20	25
Corner Side Proposed	25	25	20	20	15	15

In the current UDO Standards, the lot width decreases with the decreasing size of the lot square footage in the zoning district, but the side yard setback remains constant across all Zoning Districts at 10 ft. even in Cluster Developments where lot sizes are reduced. We feel that current development trends and local precedent for the changes requested are a reasonable update and amendment to the UDO.

We look forward to working with you on this requested change.

Sincerely,

Tony M. Tate, PLA, ASLA

5011 Southpark Dr., Suite 200 · Durham, North Carolina 27713
Telephone: (919) 484-8880 · Fax: (919) 484-8881 · Email: tony@tmtla.com

ORDINANCE NO. (2016) 3813

**AN ORDINANCE TO AMEND ORDINANCE NO. (2003) 3250 ENTITLED
 “THE GARNER UNIFIED DEVELOPMENT ORDINANCE FOR THE TOWN OF
 GARNER AND ITS EXTRATERRITORIAL JURISDICTION” BY AMENDING THE
 UNIFIED DEVELOPMENT ORDINANCE TO REVISE SETBACK REQUIREMENTS
 IN VARIOUS ZONING DISTRICTS**

Section One. Amend Section 6.1 entitled “Residential district development standards” by revising the table to as follows:

6.1. Residential district development standards.

A. Single-family residential dimensional standards.

	Single-Family Residential Districts					
	R-40	R-20	R-15	R-12	R-9	RMH
Lot Dimensions:						
Minimum Lot Area	40,000 sq. ft.	20,000 sq. ft.	15,000 sq. ft.	12,000 sq. ft.	9,000 sq. ft.	5,000 sq. ft.* 70 ft. in Park
Minimum Lot Width	100 ft.	90 ft.	80 ft.	70 ft.	60 ft.	50 ft. in Subdiv.
Minimum Yards:						
Front Yard	35 ft.	35 ft.	30 ft.	30 ft.	25 ft.	25 ft.
Rear Yard	25 ft.	25 ft.	20 ft.	20 ft.	20 ft.	25 ft.
Side Yard	10 ft.	10 ft.	6' minimum 15' combined*	6' minimum 15' combined*	6' minimum 15' combined*	10 ft.
Corner Lot Side Yard	25 ft.	25 ft.	20 ft.	20 ft.	20 ft.	25 ft.
Maximum Height	35 ft.	35 ft.	35 ft.	35 ft.	35 ft.	35 ft.
Maximum Gross DU/Acre (Applies to Cluster Only)	0.8	1.5	2.0	2.5	3.0	—

* Interior side setback distance less than 10 feet requires a five-foot property maintenance easement be provided on the adjoining lot and recorded on the final subdivision plat.

Section Two. Amend Section 6.9 entitled “Nonresidential district standards” to read as follows:

Standard	NO	NC	CBD	OI	CR	SB	I-1	I-2
Lot Dimensions:								
Lot area, minimum	6,000 sq. ft.	6,000 sq. ft.	6,000 sq. ft.	6,000 sq. ft.	6,000 sq. ft.	6,000 sq. ft.	None	None
Lot width, Minimum	60 ft.	60 ft.	60 ft.	60 ft.	60 ft.	60 ft.	100 ft.	100 ft.
Lot depth, minimum	None	None	None	None	None	None	None	None
Minimum Yards:*								
Front yard	35 ft.	35 ft.	None	35 ft.	35 ft.	35 ft.	50 ft.	50 ft.
Rear yard	25 ft.	0/25 ft.	0/15 ft.	25 ft.	0/25 ft.	0/25 ft.	0/50 ft.	0/50 ft.
Side yard	0/15 ft.	10/15 ft.	0/15 ft.	10/15 ft.	10/15 ft.	0/25 ft.	0/25 ft.	0/25 ft.
Corner lot side yard	35 ft.	35 ft.	20 ft.	35 ft.	35 ft.	35 ft.	35 ft.	35 ft.
Maximum Height	35 ft.	35 ft.	None	None	None	None	None	None
Maximum Net DU/Acre	6,000 sq. ft. per single family detached dwelling unit	6,000 sq. ft. per unit	6,000 sq. ft. per unit	6,000 sq. ft. per unit	None	None	None	None

Section Three. Ordinance No. (2003) 3250 entitled “The Garner Unified Development Ordinance and Its Extraterritorial Jurisdiction” as noted for deletion where applicable in sections One and Two are hereby repealed.

Section Four. All ordinances or portions thereof in conflict with this ordinance are hereby repealed.

Duly adopted this _____ day of _____, 2016.

MAYOR

ATTEST: _____
TOWN CLERK

APPROVED AS TO FORM: _____
TOWN ATTORNEY

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Professional Services Agreement with Stantec Consulting Services & Steering Committee Appointments		
Location on Agenda: Old/New Business		
Department: Planning Department		
Contact: Brad Bass, Planning Director		
Presenter: Brad Bass, Planning Director		
Brief Summary: <p>A contract with Stantec Consulting Services for professional services to develop a new Comprehensive Plan and update the Transportation Plan has been submitted for Council's review and authorization to execute. Both the Town Attorney and staff have reviewed the contract and we recommend Council authorize the Town Manager to execute the contract with Stantec Consulting Services as submitted.</p> <p>By separate action Council will need to appoint individuals to serve on the Comprehensive Plan & Transportation Steering Committee as deemed appropriate.</p>		
Recommended Motion and/or Requested Action: <p>Authorize the Town Manager to execute the contract and by separate action appoint members to the Committee.</p>		
Detailed Notes: <p>See attached documents.</p>		
Funding Source: <p>FY 2015-16 Budget and FY 2016-17 Budget</p>		
Cost: \$150,000	One Time: <input checked="" type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: <p>Recommend approval of contract.</p>		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MBB	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

MEMORANDUM

TO: Rodney Dickerson
Town Manager

FROM: Brad Bass, AICP
Director of Planning

DATE: April 12, 2016

SUBJECT: Contract Authorization
Comprehensive Growth Plan & Transportation Plan Update
Appointment of Steering Committee Members

Background

At the March 7th meeting staff provided Council with a summary of the process used to select the consultant (Stantec) who will assist the Town with the development of a new Comprehensive Growth Plan and the update to the 2010 Transportation Plan. Staff also presented a summary of the scope of work for the project which was approved by the Town Council. We also advised staff would need to review the proposed Stantec contract for professional services with Council for approval at a future date. Both staff and the Town Attorney have been reviewing the contract for the last month or so. Based on the revisions made by the Stantec to the contract, we are ready now to move it forward to Council for authorization to execute.

Also as part of the project, staff recommends Council appoint a **Steering Committee** to assist staff and the consultant with the project. Staff has developed a list of potential candidates for review and appointment by Council.

Recommendation

1. Contract for Professional Services

A copy of the contract with Stantec for professional services regarding the project is enclosed for Council review. Both staff and the Town Attorney are comfortable with the contract and we recommend Council authorize the Town Manager to execute the contract with Stantec Consulting Services, Inc. for professional services for the update to the Comprehensive Growth Plan and the Transportation Plan.

2. Steering Committee

The Council will need to appoint **ten (10) to fifteen (15) individuals** to a Steering Committee that will work with staff and the consultant on the update to the Comprehensive Growth Plan and the Transportation Plan. It is anticipated that the Steering Committee will meet every six weeks or so.

In the past these types of meetings have started at 6 pm with a light meal served. Normally we start the meetings promptly at 6.30 pm with the goal of finishing no later than by 8.30 pm.

The following is a list of potential candidates for appointment to the **Comprehensive Growth Plan & Transportation Steering Committee**. Some of these individuals have been contacted about serving on the steering committee, but not all.

Staff recommends that 10 to 15 people be appointed to serve.

1. Gra Singleton (Town Council)
2. Buck Kennedy (Town Council)
3. Jeff Swain (Planning Commission)
4. Dean Fox (Planning Commission)
5. Elmo Vance (Transportation and GEDC)
6. Shirley Gray (Senior Citizens Advisory)
7. Aketa Emptage (Parks & Rec Advisory)
8. Jason Waters (GRA, Raleigh Utilities)
9. Chamber Representative (TBD)
10. Vic Bell (Land Developer)
11. Tina Johnson (Garner 101, Hunter's Mark resident)
12. Jon Blasco (Garner 101, Intern Raleigh Urban Design Center)
13. Carol Schreiber

Note: Staff is continuing to review other potential candidates for Council's consideration. Additional candidates may be proposed for review at the meeting.

Staff views the above noted list as a starting point for Council to use regarding the appointment of individuals to serve on the Steering Committee. Staff suggests Council complete the appointment process at the **April 19th** meeting if possible or if additional time is needed conclude this matter at the work session on **April 26th**.

Should you have questions, please advise.

THIS AGREEMENT is made and entered into effective April 19, 2016 (the "Agreement Date") by and between:

"CLIENT"

Name: TOWN OF GARNER
Address: 900 Seventh Ave. Garner, NC 27529
Phone: 919-773-4443 Fax: 919-662-5135
Representative: David Bamford, Senior Long-Range Planner

"STANTEC"

Name: STANTEC CONSULTING SERVICES INC.
Address: 801 Jones Franklin Road, Suite 300, Raleigh, NC 27606
Phone: 919-865-7387 Fax:
Representative: J. Scott Lane, AICP, Senior Planner

PROJECT NAME (the "PROJECT"):

New Comprehensive Plan and Transportation Master Plan Update

DESCRIPTION OF WORK: STANTEC shall render the services described in Attachment "A" (hereinafter called the "SERVICES") in accordance with this AGREEMENT. STANTEC may, at its discretion and at any stage, engage subconsultants to perform all or any part of the SERVICES. The CLIENT and STANTEC by written amendment to this AGREEMENT may from time to time make changes to the SERVICES. All changed work shall be carried out under this AGREEMENT. The time for completion of the SERVICES shall be adjusted accordingly.

DESCRIPTION OF CLIENT: The CLIENT confirms and agrees that the CLIENT has authority to enter into this AGREEMENT on its own behalf and on behalf of all parties related to the CLIENT who may have an interest in the PROJECT.

COMPENSATION: Charges for the SERVICES rendered will be made in accordance with the CONTRACT PRICE indicated in Attachment "A", or, if no CONTRACT PRICE is indicated, in accordance with STANTEC's Schedule of Fees and Disbursements in effect from time to time as the SERVICES are rendered.

Invoices shall be paid by the CLIENT in the currency of the jurisdiction in which the SERVICES are provided without deduction or setoff upon receipt. Failure to make any payment when due is a material breach of this Agreement and will entitle STANTEC, at its option, to suspend or terminate this Agreement and the provision of the SERVICES. Interest will accrue on accounts overdue by 30 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest.

REPRESENTATIVES: Each party shall designate in the space provided above a representative who is authorized to act on behalf of that party and receive notices under this AGREEMENT. Such representatives have complete authority to act on behalf of their principals in respect to all matters arising under this AGREEMENT.

NOTICES: All notices, consents, and approvals required to be given hereunder shall be in writing and shall be given to the representatives of each party. All notices required by this AGREEMENT to be given by either party shall be deemed to be properly given and received within two (2) business days if made in writing to the other party by certified mail, telegram, email, facsimile or telex, addressed to the regular business address of such party as identified above.

CLIENT'S RESPONSIBILITIES: The CLIENT shall provide to STANTEC in writing, the CLIENT's total requirements in connection with the PROJECT, including the PROJECT budget and time constraints. The CLIENT shall make available to STANTEC all relevant information or data pertinent to the PROJECT which is required by STANTEC to perform the SERVICES. STANTEC shall be entitled to rely upon the accuracy and completeness of all information and data furnished by the CLIENT, including information and data originating with other consultants employed by the CLIENT whether such consultants are engaged at the request of STANTEC or otherwise. Where such information or data originates either with the CLIENT or its consultants then STANTEC shall not be responsible to the CLIENT for the consequences of any error or omission contained therein.

When required by STANTEC, the CLIENT shall engage specialist consultants directly to perform items of work necessary to enable STANTEC to carry out the SERVICES. Whether arranged by the CLIENT or STANTEC, these services shall be deemed to be provided under direct contracts to the CLIENT unless expressly provided otherwise.

The CLIENT shall give prompt consideration to all documentation related to the PROJECT prepared by STANTEC and whenever prompt action is necessary shall inform STANTEC of CLIENT's decisions in such reasonable time so as not to delay the schedule for providing the SERVICES.

When applicable, the CLIENT shall arrange and make provision for STANTEC 's entry to the PROJECT site as well as other public and private property as necessary for STANTEC to perform the SERVICES. The CLIENT shall obtain any required approvals, licenses and permits from governmental or other authorities having jurisdiction over the PROJECT so as not to delay STANTEC in the performance of the SERVICES.

STANTEC's RESPONSIBILITIES: STANTEC shall furnish the necessary qualified personnel to provide the SERVICES. STANTEC represents that it has access to the experience and capability necessary to and agrees to perform the SERVICES with the reasonable skill and diligence required by customarily accepted professional practices and procedures normally provided in the performance of the SERVICES at the time when and the location in which the SERVICES were performed. This undertaking does not imply or guarantee a perfect PROJECT and in the event of failure or partial failure of the product of the SERVICES, STANTEC will be liable only for its failure to exercise diligence, reasonable care and professional skill. This standard of care is the sole and exclusive standard of care that will be applied to measure STANTEC 's performance. There are no other representations or warranties expressed or implied made by STANTEC. In particular, but not by way of limitation, no implied warranty of merchantability or fitness for a particular purpose shall apply to the SERVICES provided by STANTEC nor shall STANTEC warrant or guarantee economic, market or financial conditions, proforma projections, schedules for public agency approvals, or other factors beyond STANTEC's reasonable control. STANTEC does not warrant the SERVICES to any third party and the CLIENT shall indemnify and hold harmless STANTEC from any demands, claims, suits or actions of third parties arising out of STANTEC's performance of the SERVICES.

In performing the SERVICES under this AGREEMENT, STANTEC shall operate as and have the status of an independent contractor and shall not act as, or be an employee of the CLIENT.

The SERVICES performed by STANTEC shall be subject to the inspection and the review of the CLIENT at all times but such inspection and review shall not relieve STANTEC from its responsibility for the proper performance of the SERVICES.

TERMINATION: Either party may terminate this AGREEMENT without cause upon thirty (30) days' notice in writing. If either party breaches this AGREEMENT, the non-defaulting party may terminate this AGREEMENT after giving seven (7) days' notice to remedy the breach. On termination of this AGREEMENT, the CLIENT shall forthwith pay STANTEC for the SERVICES performed to the date of termination. Non-payment by the CLIENT of STANTEC's invoices within 30 days of STANTEC rendering same is agreed to constitute a material breach of this AGREEMENT and, upon written notice as prescribed above, the duties, obligations and responsibilities of STANTEC are terminated.

SUSPENSION OF SERVICES: If the project is suspended for more than thirty (30) calendar days in the aggregate, STANTEC shall be compensated for services performed and charges incurred prior to receipt of notice to suspend and, upon resumption, an equitable adjustment in fees to accommodate the resulting demobilization and remobilization costs. In addition, there shall be an equitable adjustment in the project schedule based on the delay caused by the suspension. If the PROJECT is suspended for more than ninety (90) days, STANTEC may, at its option, terminate this agreement upon giving notice in writing to the CLIENT.

ENVIRONMENTAL: Except as specifically described in this AGREEMENT, STANTEC's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater.

Where the services include storm water pollution prevention (SWPP), sedimentation or erosion control plans, specifications, procedures or related construction observation or administrative field functions, CLIENT acknowledges that such SERVICES proposed or performed by STANTEC are not guaranteed to provide complete SWPP, sedimentation or erosion control, capture all run off or siltation, that any physical works are to be constructed and maintained by the CLIENT's contractor or others and that STANTEC has no control over the ultimate effectiveness of any such works or procedures. Except to the extent that there were errors or omissions in the SERVICES provided by STANTEC, CLIENT agrees to indemnify and hold STANTEC harmless from and against all claims, costs, liabilities or damages whatsoever arising from any storm water pollution, erosion, sedimentation, or discharge of silt or other deleterious substances into any waterway, wetland or woodland and any resulting charges, fines, legal action, cleanup or related costs.

BUILDING CODES, BYLAWS AND OTHER PUBLIC REGULATIONS: STANTEC shall, to the best of its ability, interpret building codes, by-laws and other public regulations as they apply to the PROJECT and as they are published at the time SERVICES commence. Furthermore, STANTEC shall observe and comply with all applicable laws, ordinances, codes and regulations of government agencies, including federal, state, provincial, municipal and local governing bodies having jurisdiction over the conduct of the SERVICES ("LAWS"). However, it is expressly acknowledged and agreed by the CLIENT that as the PROJECT progresses such building codes, by-laws, other public regulations and LAWS may change or the interpretation of any public authority may differ from the interpretation of STANTEC, through no fault of STANTEC, and any extra costs necessary to conform to such changes or interpretations during or after execution of the SERVICES will be paid by the CLIENT.

STANTEC shall continue to provide equal employment opportunity to all qualified persons and to recruit, hire, train, promote and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

COST AND SCHEDULE OF CONSTRUCTION WORK: In providing opinions of probable cost and project schedule, it is recognized that neither the CLIENT nor STANTEC has control over the costs of labor, equipment or materials, or over the Contractor's methods of determining prices or time. The opinions of probable cost or project duration are based on STANTEC's reasonable professional judgment and experience and do not constitute a warranty, express or implied, that the Contractors' bids, project schedules, or the negotiated price of the Work or schedule will not vary from the CLIENT's budget or schedule or from any opinion of probable cost or project schedule prepared by STANTEC. Exact costs and times will be determined only when bids have been received for the PROJECT and when the construction work has been performed and payments finalized.

ADMINISTRATION OF CONSTRUCTION CONTRACTS: When applicable, STANTEC shall provide field services during the construction of the PROJECT only to the extent that such SERVICES are included and defined in this AGREEMENT. The performance of the construction contract is not STANTEC 's responsibility nor are STANTEC's field services rendered for the construction contractor's benefit.

It is understood and agreed by the CLIENT and STANTEC that only work which has been seen during an examination by STANTEC can be said to have been appraised and comments on the balance of any construction work are assumptions only.

When field services are provided by STANTEC, the authority for general administration of the PROJECT shall reside with STANTEC only to the extent defined in this AGREEMENT. In such case, STANTEC shall coordinate the activities of other consultants employed by the CLIENT, only to the extent that STANTEC is empowered to do so by such other consultants' contracts with the CLIENT.

STANTEC shall not be responsible for any contractor's failure to carry out the work in accordance with the contract documents nor for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the PROJECT. When field services are provided, no acceptance by STANTEC of the work or services of a construction contractor or other consultants, whether express or implied, shall relieve such construction contractor or other consultants from their responsibilities to the CLIENT for the proper performance of such work or services and further, STANTEC shall not be responsible to the CLIENT or to the construction contractor or to the other consultants for the means, methods, techniques, sequences, procedures and use of equipment of any nature whatsoever, whether reviewed by STANTEC or not, which are employed by the construction contractor or the other consultants in executing, designing, or administering any phases of the PROJECT, or for placing into operation any plant or equipment or for safety precautions and programs incidental thereto.

When field services are provided, STANTEC will not be designated as the party responsible for the compliance by others on the construction work site with the purposes or requirements of applicable environmental, occupational health and safety, or similar legislation. The CLIENT shall designate a responsible party, other than STANTEC, for the coordination and performance of environmental, occupational health and safety activities on the construction work site as required by applicable legislation and associated regulations.

JOB SITE SAFETY: Neither the professional activities of STANTEC, nor the presence of STANTEC or its employees and subconsultants at a construction site, shall relieve the CLIENT and any other entity of their obligations, duties and responsibilities with respect to job site safety. Subject only to applicable legislation, STANTEC and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions.

DOCUMENTS: All documents prepared by STANTEC or on behalf of STANTEC in connection with the PROJECT are instruments of service for the execution of the PROJECT. STANTEC retains the property and copyright in these documents, whether the PROJECT is executed or not. Payment to STANTEC of the compensation prescribed in this AGREEMENT shall be a condition precedent to the CLIENT's right to use documentation prepared by STANTEC. These documents may not be used for any other purpose without the prior written agreement of STANTEC. The CLIENT shall have a permanent non-exclusive, royalty-free license to use any concept, product or process which is patentable or capable of trademark, produced by or resulting from the SERVICES rendered by STANTEC in connection with the PROJECT, for the life of the PROJECT. The CLIENT shall not use, infringe upon or appropriate such concepts, products or processes without the express written agreement of STANTEC. In the event STANTEC's documents are subsequently reused or modified in any material respect without the prior consent of STANTEC, the CLIENT agrees to indemnify STANTEC from any claims advanced on account of said reuse or modification.

Any document produced by STANTEC in relation to the Services is intended for the sole use of Client. The documents may not be relied upon by any other party without the express written consent of STANTEC, which may be withheld at STANTEC 's discretion. Any such consent will provide no greater rights to the third party than those held by the Client under the contract, and will only be authorized pursuant to the conditions of STANTEC 's standard form reliance letter.

STANTEC cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format ("Electronic Files"). CLIENT shall release, indemnify and hold STANTEC, its officers, employees, consultants and agents harmless from any claims or damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of STANTEC, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without STANTEC's written consent.

PROJECT PROMOTION: Where the Client has control or influence over construction signage, press releases and/or other promotional information identifying the project ("Project Promotion"), the Client agrees to include STANTEC in such Project Promotion.

FORCE MAJEURE: Any default in the performance of this AGREEMENT caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract: labor strikes, riots, war, acts of governmental authorities, unusually severe weather conditions or other natural catastrophe, or any other cause beyond the reasonable control or contemplation of either party.

GOVERNING LAW: This AGREEMENT shall be governed, construed and enforced in accordance with the laws of the State of North Carolina.

DISPUTE RESOLUTION: If requested in writing by either the CLIENT or STANTEC, the CLIENT and STANTEC shall attempt to resolve any dispute between them arising out of or in connection with this AGREEMENT by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties.

ATTORNEYS FEES: In the event of a dispute hereunder, the prevailing party is entitled to recover from the other party all costs incurred by the prevailing party in enforcing this AGREEMENT and prosecuting the dispute, including reasonable attorney's and expert's fees, whether incurred through formal legal proceedings or otherwise.

ASSIGNMENT AND SUCCESSORS: Neither the CLIENT nor STANTEC shall, without the prior written consent of the other party, assign the benefit or in any way transfer the obligations of this AGREEMENT or any part hereof. This AGREEMENT shall inure to the benefit of and be binding upon the parties hereto, and except as otherwise provided herein, upon their executors, administrators, successors, and assigns.

PROTECTION OF PRIVACY LAWS: STANTEC will comply with its statutory obligations respecting the collection, use, disclosure, access to, correction, protection, accuracy, retention and disposition of personal information that may be collected or created under this AGREEMENT. STANTEC will refer any request for access to or correction of personal information that is made under statute to the CLIENT and will comply with any directions from the CLIENT respecting the access request, or respecting correction and annotation of personal information. STANTEC will, at reasonable times and on reasonable notice, allow the CLIENT to enter its premises and inspect any personal information of the CLIENT's that is in the custody of STANTEC or any of STANTEC's policies or practices relevant to the management of personal information subject to this AGREEMENT.

ENTIRE AGREEMENT: This AGREEMENT constitutes the sole and entire agreement between the CLIENT and STANTEC relating to the PROJECT and supersedes all prior agreements between them, whether written or oral respecting the subject matter hereof and no other terms, conditions or warranties, whether express or implied, shall form a part hereof. This AGREEMENT may be amended only by written instrument signed by both the CLIENT and STANTEC. All attachments referred to in this AGREEMENT are incorporated herein by this reference; however, in the event of any conflict between attachments and the terms and conditions of this AGREEMENT, the terms and conditions of this AGREEMENT shall take precedence.

SEVERABILITY: If any term, condition or covenant of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of this AGREEMENT shall be binding on the CLIENT and STANTEC.

THE PARTIES EXPRESSLY ACKNOWLEDGE THAT THIS AGREEMENT CONTAINS LIMITATION OF LIABILITY PROVISIONS RESTRICTING RIGHTS FOR THE RECOVERY OF DAMAGES.

The Parties, intending to be legally bound, have made, accepted and executed this AGREEMENT as of the Agreement Date noted above.

TOWN OF GARNER

STANTEC CONSULTING SERVICES INC.

Rodney Dickerson, Town Manager
Print Name and Title

Mike Rutkowski, Senior Associate
Print Name and Title

Signature _____

Signature _____

Print Name and Title

Print Name and Title

Signature _____

Signature _____

Attached to and forming part of the AGREEMENT BETWEEN:

TOWN OF GARNER
(hereinafter called the "CLIENT")

- and -

STANTEC CONSULTING SERVICES INC.
(hereinafter called "STANTEC")

EFFECTIVE: April 19, 2016

This Attachment details the SERVICES, CONTRACT TIME, CONTRACT PRICE, ADDITIONAL CONDITIONS and ADDITIONAL ATTACHMENTS forming part of the above described AGREEMENT.

SERVICES: STANTEC shall perform the following SERVICES:

The Town of Garner ("Client") seeks to develop a Comprehensive Plan and update its existing Transportation Master Plan (collectively, the "Plan"), and has contracted with Stantec Consulting Services Inc. ("Consultant") for these services. Collectively, the Consultant and Client staff involved in the Plan development is referred to as the "Project Team." The Plan will provide a long-range vision to guide the Town's growth and development for the next 15 years (2030 is the presumed horizon year). The Comprehensive Plan should incorporate and update existing, adopted plans such as the Parks & Recreation, Open Space, and Greenways Master Plan; Downtown Garner Plan; and others into a cohesive, coordinated document. The Town Council's strategic objectives of fiscal responsiveness; efficient and timely service delivery; orderly growth; and quality of life should be strongly represented in the planning process, objectives, strategies, and other recommendations.

The final document should be organized logically, be coordinated across different functional areas, and be graphically appealing and accessible to Garner's citizens.

Area of Study

The geography of the study area will include the Client's corporate limits, ETJ, and urban services area. The Consultant and the Client may reduce or modify the study area for certain tasks as necessary.

0.0 General Coordination. The Consultant Project Manager will attend or coordinate (call) in up to ten (10) general coordination meetings or conference calls with the Client Project Manager to discuss matters related to the comprehensive planning process or comprehensive plan document. Coordination activities may be used to present preliminary findings, discuss on-going issues, or obtain feedback on draft deliverables. Routine coordination in between milestone meetings or conference calls will occur via telephone, email or interaction of a password-protected share point site.

A brief progress report will be included with each Consultant invoice; highlighting tasks completed to date in a milestone schedule, summary of work for the current month, issues to be resolved, and upcoming milestones. Tasks shown in the invoices will align with those shown in this Scope of Services. A schedule of work is shown as Attachment A.

1. Collection of Information and Existing Plan Reviews. The Consultant will collect and summarize pertinent data that supports or influences the development of the Plan. One Steering Committee meeting will be conducted during this Task to introduce the Plan scope of work, schedule, and major products as well as initiate input on factors influencing the four major strategic objectives communicated by the Town Council (fiscal responsiveness; efficient and timely service delivery; orderly growth; and quality of life).

1.1. Review of Plans & Policies. The Consultant will develop a review of relevant local plans and policies, including the Wake County Transit Investment Strategy, Parks and Recreation Open Space + Greenways Master Plan, Downtown Streetscape Master Plan, CAMPO Metropolitan Transportation Plan/Southeast Areas Study, Wake County Historic Preservation Commission

Strategic Plan, Garner Water and Sewer Allocation Policy, Wake Greenway Plan, and CAMPO Southeast Area Study (ongoing). The Consultant will provide a brief description of each plan, generally describe areas of influence or impact for the Plan, and bullet specific project and other recommendations that are within the Garner Urban Service Area, identifying how each would impact different functional, or "topic," areas of the Plan (e.g., recreation / parks / open space, transportation, environmental resources, land use / development). Note that a review of the Unified Development Ordinance (UDO) will be conducted separately as part of the Action Plan (Task 4.3) to relate the current UDO content with needs identified in the rest of the planning process.

- 1.2. Client Data Provision. The Client will transmit a complete set of digital (preferred) or paper format copies of all relevant plans, ordinances, and policies for review, as well as datasets requested in writing by the Consultant. The Consultant will request and map crash data based on the most recent three-year dataset available from NCDOT.
 - 1.3. Style Sheet Review and Draft Table of Contents. The Consultant will prepare a 1 page style sheet that demonstrates the format, style, graphics, and reference language (e.g., how to reference the Town, project team, etc.) for use throughout the body of the report. One base map of the Town / study area boundary will also be produced for this purpose to allow a review of and revisions to the map template to be used throughout the Project. Additionally, this style sheet will contain an annotated, draft table of contents for the full report, referred to as the Project Workbook.
- 2. Communications Plan.** The Consultant proposes that the following tools are used to gather public input throughout the Plan development process. It is important that the products of engagement be incorporated into the development of alternative land uses; transportation recommendations; and other Plan components.
- 2.1. Steering Committee Meetings (Maximum: 7). The Steering Committee is comprised of staff and citizens appointed by the Town of Garner to have decision-making authority on key decision points in the Plan development process. Stantec will facilitate every meeting, prepare agendas in advance of each meeting, and summarize each meeting. Each meeting will have at least one active exercise to help engage the committee and keep participation at high levels. The Client will assist by organizing the Steering Committee, notifying them of upcoming meetings, and arranging venues for meetings. The Consultant will provide a project notebook binder for each member of the Steering Committee.
 - 2.2. Stakeholder Interviews (8). The Consultant will conduct a maximum of eight stakeholder interviews, each lasting no longer than 60 minutes, to gather information from key stakeholder groups. The Client will provide a list of individuals to interview and arrange all meeting dates and times. All meetings will occur at the Town's offices.
 - 2.3. Public Workshops (2). The Consultant will prepare an interactive (polling) presentation; idea wall; three (3) poster-sized maps/graphics; and sign-in/comment station. The Consultant will prepare a flyer advertising each workshop (two total), and provide them to the Client for distribution. The Client will advertise the event and arrange for the venue and assist with the meeting. *Refer to Tasks 3.5 and 4.2.*
 - 2.4. Surveys (2). The Consultant will conduct a maximum of two (2) surveys, one for issues identification and priority weighting, and the other to validate/comment on recommendations. Both surveys will be available digitally and in paper format, as well as in Spanish format. The surveys will be linked from the social media site (Task 2.4).
 - 2.5. Policy Briefings (4). The Consultant will provide a maximum of four (4) briefings to policy boards, committees, and other stakeholder groups identified by the Client. One of these meetings will be a Public Hearing meeting to the Town Council. Feedback obtained during these briefings will be summarized and submitted to the Client Manager in email format.
- 3. Baseline Technical Analysis.** The Consultant will conduct an assessment of the current land use and transportation systems based on adopted documents and the Triangle Regional Model (TRM). One Steering Committee meeting will be conducted at the end of this Task.
- 3.1. Land Use and Transportation Baseline Analysis. The Consultant will conduct an assessment and summarize deficiencies of the transportation system based on typical levels-of-service, as well as multimodal (pedestrian, bicycle, and transit) levels-of-service using the TRM for up to 10 strategic

corridors. The initial corridors will be suggested by the Staff and validated by the Steering Committee. The Consultant will conduct an internal working meeting during the workshop in Task 3.5 to determine the viability of various improvements and preferred / alternative cross-sections (in situations where rights-of-way are constrained) through the use of standardized street design elements (e.g., such as those found at streetmix.net).

Demographic and employment data (sources: U.S. Bureau of Census, ESRI Business Analyst, data provided by the Client) will be used to present a summary of housing condition/supply, population growth / segmentation trends, and employment profile. The information will be summarized in an infographics style and maps, including profiling residential and employee characteristics. Changes over time and relative differences between Wake County and North Carolina will be highlighted. Key findings that may shape one or more of the main plan elements will be called out in text and graphics.

- 3.2. Economic Assessment. The Consultant will evaluate available information about retail, office, and residential real estate markets in Garner — brokerage reports, Market Opportunity Research Enterprises (MORE), building permit data/land use cases, economic development reports and publications, etc. — and develop reasonable assumptions for ten-year retail, office, single family residential, and multifamily residential market absorption rates to drive the alternative growth scenarios. The *Historic Downtown Garner Plan* will be reviewed and summarized as well. The assessment will also identify reasonable land value assumptions for retail, office, single-family residential, and multifamily residential development to assume when evaluating alternative growth scenarios.
 - 3.3. Additional Assessments. The Consultant will also prepare mapping of known public infrastructure and water/sewer allocation policy, parks/open space (including publicly-accessed privately owned areas and adopted plans as well as state/local regulatory conditions), and programmed improvements (to include roadway and public utilities).
 - 3.4. Baseline Analysis Summary and Directions Report. The Consultant will prepare a summary of baseline data and preliminary (issues-driven) public engagement findings. Maps of existing infrastructure/performance, demographic profiles, and economic assessment variables will be produced in ArcView (GIS) format for presentation and incorporation into reports. This draft technical report (which will also form the basis of a portion of the final Project Workbook report) will conclude with a section detailing the major planning themes and directions for future exploration in the scenario development exercise, as well as providing input for the following Goals and Objectives exercise.
 - 3.5. Workshop No. 1: Issue Refinement. The Consultant will conduct a public workshop in the evening to gather public input on issues and preferred directions for the Plan, covering land use/development, transportation (see corridor review discussion in Task 3.1), natural environment/resources, and quality-of-life concerns. Public polling, an “idea wall”, comment sheets, and staff will be used to help gather this information. The Client will assist by arranging the venue and advertising this workshop in advance.
 - 3.6. Development of Strategic Goals and Objectives. The Consultant will assemble the input from Tasks 1.0 through 3.0, and subsequently present draft goals and objectives for the combined Comprehensive Plan and Master Transportation Plan to the Steering Committee. Goals are overarching directives that pertain to one or more functional areas of the planning process. This Steering Committee Meeting will be devoted to validating the information obtained from various sources, using keywords to develop a draft Vision Statement for the Plan, reviewing public and data input summaries, and validating performance measures suggested by the Consultant (may be linked to Council objectives or STI/SPOT priorities by NCDOT for some transportation improvements). The results will be incorporated into the final Baseline Analysis Summary and Directions Report, which in turn will form the basis for the introductory chapters of the Project Workbook.
4. **Future Year Plan Development and Analysis.** The Project Team will initially refine and update the future year land use / development plan in ArcView GIS, conduct a soft-site analysis for select areas identified as opportunity sites for future development different than the existing use (either built upon or vacant). Based on identified agglomerations of parcels identified in the soft-site

assessment, as many as three (3) opportunity sites for detailed consideration will be carried forward for a detailed discussion.

- 4.1. Development Model. The Consultant, starting from the placetype categories being updated in the CAMPO/TJCOG Imagine project, conduct a modeling exercise on the opportunity sites that includes a build-out potential analysis, growth allocation analysis, and associated reporting and mapping. (The Consultant will provide the Client with a full copy of the model and all associated files at the end of the project for their future use independent of the Consultant.) Methods of representing future growth areas in more detail than traditional highlight circles will be discussed in Task 4.2 and applied to the future land use mapping.
- 4.2. Workshop Number 2: Future Year Scenario Development. After completion of Task 4.1, the Consultant will conduct a three-day workshop to review the trend forecast for each opportunity site suggested by the existing future land use designation and existing zoning. An opportunity site will consist of several adjacent parcels, generally totaling at least 100 acres in size, which are vacant or otherwise identified as possible redevelopment locations. The following is the proposed workflow for this three-day workshop:
 - Day One
 - o Consultant Team Set-Up
 - o Discuss Major Findings, Constraints, Programmed Projects
 - o Identify Possible Alternative Developments for Opportunity Areas
 - o Assess Performance of Alternative Developments
 - o Finalize Selection of Preferred Development
 - o Initiate Sketch Drawings from Plan View (top)
 - Day Two
 - o Continue Plan View Sketch Plans
 - o Review Sketch Plans with Client
 - o Prepare Presentation for Steering Committee
 - o Conduct Steering Committee Meeting
 - o Invite Stakeholders to Open Comment Period
 - o Conduct Public Open House
 - Day Three
 - o Refine Site-Specific Plan Drawings
 - o Finalize Draft Future Land Use Map, using classification and display schema developed on the collaborative input of the project team
 - o Finalize UDO Review, as well as identifying policy actions to incorporate CPTED and Transit-Oriented Design (TOD) principles
 - o Identify with Client Additional Items for Production
- 4.3. Summarize Workshop Results. The Consultant will prepare a brief summary of the recommendations and illustrations from the Three-Day Workshop in Task 4.2, highlighting the performance information gleaned from CommunityViz and tying the recommendations back to public input and past Steering Committee comments. During this Task, the Consultant will conduct a review of the existing Garner UDO to create a gap analysis of the UDO relevant to the Project recommendations. A series of recommendations for modifying or appending the UDO, as well as changes to the land compatibility matrix used by the Planning Department, will be incorporated into the Project Workbook.
- 4.4. Identify Future Year Deficiencies and Recommendations for Transportation Network. The Consultant, based on the Triangle Regional Model (TRM) model run resulting from the Preferred Land Use Scenario in Task 4.3, suggest roadway (including bicycle facilities), greenway, and sidewalk/pedestrian accommodations. It is assumed for this Task that the TRM Development Team will conduct one run of the TRM and output assigned traffic volumes for the 2030 year (or closest horizon year). Maps of the volume/capacity ratios of major streets represented in the model will be prepared. Preliminary opinions of probable costs for each capital improvement will be developed based on corridor profiles developed by the Consultant.
- 4.5. Utility Access, Extensions, and Policy Integration. Water and sewer evaluations will consist of providing consideration to connect future development areas and reviews of the Raleigh capacity / allocation process. For future development areas, the Consultant will review existing water and sewer facilities serving Garner; coordinate with project team to locate and how to serve the three opportunity sites with preliminary sizing / order of magnitude costs to be based on

assumptions about development type and quantity. Maps showing location of water and sewer infrastructure will be integrated into the overall project mapping. Final sizing and water/sewer modeling is excluded from this Task.

The Consultant will also review how water and sewer would serve the area along the proposed I-540 "Detailed Study Alternative 2" corridor identified by NCDOT in February 2016. Specifically, the Consultant will conduct an overall basin-by-basin analysis along the corridor looking for opportunities with a good return on investment, given future land use/build out; and make recommendations with preliminary cost estimates for inclusion in the Client's CIP.

The Consultant will review the previous method for Garner's allocation of water and sewer capacity from the City of Raleigh, and review the current allocation, demands, and demand projections. The Consultant will make recommendations on potential future needs relying on the development types / quantities developed during the planning process.

5. **Deliverables.** The Consultant will prepare a list of projects, policies and other action items, as well as costs, timeframes/horizons, and strategies for completion of recommendations in the Plan. Two Draft Project Workbooks will be prepared and one Steering Committee review completed to arrive at a final Project Workbook.
 - 5.1. Initial Draft Project Workbook (for Client Review). The Consultant will finalize a draft Project Workbook in MS-Word format, including three (3) static renderings of opportunity sites (additional images will be included/modified from existing image catalogs, placetype descriptions, and photography) that incorporate the visions from the public, Steering Committee, and workshops. The organization of the Project Workbook (based on the initial table of contents/outline from Task 1.3) should coordinate with the Strategic Objectives of the Town Council. The Client will have 30 days to review the draft Project Workbook and provide comments; the Consultant will address comments and create a revised Project Workbook for Task 5.2. The Consultant will attend and facilitate a review meeting with the Client during this Task to conduct a "walk-through" of the draft report.
 - 5.2. Second Draft Project Workbook (Steering Committee Review Draft). The Consultant will prepare a draft Project Workbook summarizing the process (Tasks 1-3), analyses, and recommendations (Task 4) for review by the Steering Committee in Adobe InDesign format. The Consultant will prepare a presentation emphasizing the proposed recommendations in Task 4 (as the Steering Committee will have had prior opportunities for review/comment on Tasks 1- 3).
 - 5.3. Third Draft Project Workbook (Public Hearing Draft). The Consultant will revise the discussion draft of the comprehensive plan document to reflect comments or requests for revision from Task 5.2. This version of the document will be made public to start the official adoption process. Five hard copies and one electronic copy (PDF format) will be delivered to the Client.
 - 5.4. Final Project Workbook. The Consultant will make any final revisions at the request of the Client based on the open public review period from Task 5.3. Ten hard copy and one digital format copy in Adobe InDesign™ will be provided to the Client, as well as all interim deliverables, maps (ArcView format), images, and survey results. All images will be a minimum of 300dpi resolution.

Optional Services – Garner Comprehensive Plan

The following is a list of additional deliverables and their associated costs should the Client wish to incorporate them into the Scope of Services at a later date.

- Static Rendering: \$1,000 ea. (one draft+one final)
- Public Meeting (3 Staff; presentation; 3 hours plus preparation and summary): \$2,200
- Additional Stakeholder Meeting (Interview and post-production/summary): \$400
- Internal Staff Meeting (90 minutes for 1-2 Staff; plus preparation and summary): \$600
- Automated Call Survey (10 questions; plus preparation, review and summarization): \$3,200
- Capstone Project (either e-learning, interactive web presence or poster-sized, high-resolution project summary): ~\$2,500

CONTRACT TIME: Commencement Date: [April 19, 2016
Estimated Completion Date: April 19, 2017

CONTRACT PRICE: Subject to the terms below, CLIENT will compensate STANTEC as follows:

Milestone billing to not exceed \$150,000.

An eight percent (8%) flat rate disbursement (FRD) recovery charge will be applied to the STANTEC fees to cover miscellaneous project expenses, internal incidental printing, copying and plots, film, CDs and report materials; communications expenses (e.g., faxes, office and mobile phones, blackberries, pagers, and other devices); office expenses (e.g., postage, couriers, equipment, common software and other supplies); staff local mileage; and archive maintenance. As this is a FRD, no supporting document will be provided with invoices.

Project specific charges, such as subconsultants; travel, accommodations and meals; project-specific printing of deliverables; consumables; usage charges for specialized field equipment and company-owned, leased or rented project vehicles; external testing lab charges and other external services charges; specialized computer software costs; and other significant project-specific expenses will be invoiced in addition to labor fees and to the FRD.

Where not stated as being included in the fees, project specific subconsultant, contractor, lab and other similar third party charges will be charged as invoiced to STANTEC with a ten percent (10%) markup.

Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

Where the SERVICES or services conditions change, STANTEC shall submit to the CLIENT in a timely manner, documentation of the revisions to Attachment "A" adjusting the Contract Services Time and Price as required.

Unless otherwise specified, charges for SERVICES are based on STANTEC's hourly billing rate table ("Rate Table"), attached hereto. The Rate Table is subject to escalation from time to time.

ADDITIONAL CONDITIONS: No Additional Conditions

ADDITIONAL ATTACHMENTS: The following additional attachments shall be read in conjunction with and constitute part of this AGREEMENT:

1. Anticipated Project Schedule

INSURANCE REQUIREMENTS: Before any services are provided under this agreement, STANTEC shall procure, and maintain in effect during the term of this agreement, insurance coverage in amounts and on terms not less than set forth below.

General Liability: Commercial general liability insurance for personal and bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence and not less than \$2,000,000 in the aggregate.

Automobile Liability: Automobile liability insurance for bodily injury, including death, and property damage in the amount of \$1,000,000 each occurrence.

Professional Liability: Professional liability insurance for damages incurred by reason of any negligent act, error or omission committed or alleged to have been committed by STANTEC in the amount of \$1,000,000 per claim and in the aggregate.

Workers' Compensation: As prescribed by applicable law.

Certificates: Upon request, STANTEC shall provide certificates of insurance evidencing coverage required above. Each certificate shall provide that the coverage therein afforded shall not be cancelled except with thirty (30) days prior written notice to the CLIENT.

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Engineering and Inspection Services		
Location on Agenda: Old/New Business		
Department: Engineering		
Contact: Tony Chalk		
Presenter: Tony Chalk		
Brief Summary: Engineering requested firms to submit their qualifications to provide testing and inspection services for the Town Hall construction. Proposals were received from S&ME, F&R and Stewart Engineering. S&ME was selected to perform the work and has submitted an agreement for services contract for approval.		
Recommended Motion and/or Requested Action: Approve S&ME to provide testing and inspection services for Town Hall construction		
Detailed Notes: The budget set up for the Town Hall project included \$28,000 for this work, and the final cost will be determined by the number of hours worked by the consultant. S&ME performed this same work for the Police Building.		
Funding Source: Bond project funding		
Cost:	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:	TC	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		



February 19, 2016

Town of Garner
Engineering Department
900 7th Avenue
Garner, North Carolina 27529

Attention: Mr. Tony Chalk

Reference: **Proposal for Construction Materials Testing and Special Inspection Services**
Garner Town Hall
Garner, North Carolina
S&ME Proposal Number 34-1600067

Dear Mr. Chalk:

S&ME, Inc. is pleased to present this proposal to provide Construction Materials Testing and Special Inspection Services during the construction phase of the referenced Garner Town Hall in accordance with your email on February 16th, 2016.

Kenneth D. Fain would be assigned Project Manager for your project. Kenneth has 11 years of geotechnical and construction materials testing experience. Eric J. Shaffer, P.E. would be assigned Special Inspector for your project. Eric has 14 years of geotechnical and construction materials testing experience and in performing the role of Special Inspector. Both Kenneth and Eric have performed their respective roles on a number of projects in the Raleigh-Durham area, and have worked with Stewart Engineers, Inc. on several past and current projects.

The following sections discuss why the Town of Garner should select S&ME for this project, and presents our firm's experience with special inspections, company information, and proposed scope of work, and fee schedule for this project. We look forward to having the opportunity to be of service to you and the Town of Garner.

❖ Management and Staffing

S&ME's Raleigh office is staffed with over 50 technical & professional staff members in our geotechnical and construction services groups and has successfully provided Materials Testing Services and Special Inspections on many similar projects. Mr. Kenneth Fain will serve as the S&ME Project Manager and main point of contact for this project. Mr. Fain has over 11 years of experience in geotechnical engineering and construction quality control testing and evaluations, most of which has been in the Raleigh Area. His resume is available upon request.

S&ME's Raleigh office is among the largest and most diversified in the area to offer Quality Assurance Materials Testing and Special Inspection Services. Our manpower allows us to respond quickly to meet your demands, and provides the added flexibility of adding staff during peak construction schedules. In addition, since our location is less than 15 miles (20 minutes) from the project site, our response can be even more efficient.



❖ Personnel Experience

It is S&ME's intent to assign **Tony Spirti, EIT** as our staff professional responsible for geotechnical services including; subgrade assessments, foundation bearing grade evaluations, reinforcing steel, and final observation prior to concrete placements. Tony has 25 years of experience with S&ME and has completed a number of Special Inspection projects.

Eric J. Shaffer, P.E. would be assigned the Special Inspector for this project. In addition to being a registered Professional Engineer, Eric has 14 years of experience and has successfully completed inspection on a number of Special Inspection projects.

Rhonda Rogers is being considered as the lead structural steel and metal decking inspector for this project. She has significant experience in her field and with Special Inspections.

S&ME has as many as **12 to 15 qualified soil and concrete testing technicians and the individuals** that would be assigned to the project will vary from time to time. **Several of our technicians and staff professionals have obtained various ICC Special Inspector Certifications.** The project would be supported with various staff as the project workload from time-to-time demands and as-needed to make sure that our services are being performed cost effectively by individuals with appropriate qualifications.

❖ Relative Project Experience

S&ME has worked on various complex Special Inspections and Construction Materials Testing projects in the Raleigh-Durham area. Some of our past and current Special Inspection and Municipal Building projects are as follows:

- ◆ Town of Garner – Garner Police Station (2015)
Client: Town of Garner
7th Avenue, Garner, North Carolina
Special Inspections / CMT Services
- ◆ WA Foster Recreation Center (2015)
Client: City of Goldsboro
235 House Street, Goldsboro, North Carolina
Special Inspections / CMT Services
- ◆ Gateway Transit Station (2015)
Client: City of Goldsboro
103 N. Carolina Street, Goldsboro, North Carolina
Special Inspections / CMT Services
- ◆ FAST Multi-Modal Transit Center (2015)
Client: City of Fayetteville
Robeson Street, Fayetteville, North Carolina
CMT Services



- ◆ Fuquay-Varina Public Service Center (2015)
Client: Town of Fuquay-Varina
1415 Holland Road, Fuquay-Varina, North Carolina
CMT Services

◆ Scope of Work

Our scope of Special Inspections and Materials Testing services will be tailored to meet the project specifications and Statement of Special Inspections specified on Sheet S003 by Stewart Engineering, which includes the following tasks listed below:

1. Verification of Soils
2. Inspection of Excavation and Filling
3. Reinforced Concrete
4. Structural Masonry
5. Welding
6. High-Strength Bolting and Steel Frame Inspection

◆ Excluded Services

Unless the scope of work outlined in this proposal is modified in writing, the following items are specifically excluded from our scope of services:

1. Directing of any contractor's or subcontractor's work.
2. Any aspect of site safety other than safety of S&ME employees.

◆ Compensation

Billing for this project will be on a unit price basis in accordance with the attached Fee Schedule. With each invoice, we can provide you with an update of total fees to date, if requested. Our actual fees will be dependent on the services provided. At the time this proposal was prepared, a detailed construction schedule was not available and an estimated cost could not be determined.

Please note that the total cost for testing and special inspection services is dependent on the construction schedule. If the construction schedule varies from that anticipated, the total cost will vary also. If, during the course of the project it appears that the schedule will be exceeded, we will contact you to discuss the impact to the testing/special inspection cost.

◆ Authorization

Once selected for this project, we can provide our Agreement for Services (Form AS-071) as a part of this proposal. Upon your acceptance of our proposal, we will then proceed with the performance of services. If you elect to accept our proposal by issuing a purchase order, then please reference this proposal number and date. Your purchase order will be an acceptance of our Agreement of Services and an authorization to proceed with the performance of our services. The terms and conditions included in any purchase order shall not apply, as our agreement is for services that are not compatible with purchase order agreements.



This proposal is solely intended for the Basic Services as described in the Scope of Services. The Scope of Services may not be modified or amended, unless the changes are first agreed to by the client and S&ME. Use of this proposal and resulting documents, including final report is limited to the above referenced project and client. No other use is authorized by S&ME.

❖ Closure

S&ME appreciates the opportunity to provide this proposal. If you have any questions regarding the outlined scope of services, or if we may be of further assistance, please contact us.

Sincerely,

S&ME, INC.

Kenneth D. Fain
Location Coordinator

Eric J. Shaffer, P.E.
Senior Project Engineer/Special Inspector

Senior reviewed by John R. Browning, P.E.

Attachments: Fee Schedule

T:\Proposals\2016\CS\34-1600067 Garner Town Hall\RFQ\FINAL_Garner Town Hall.doc



CONSTRUCTION MATERIALS SERVICES & SPECIAL INSPECTIONS
FEE SCHEDULE

TECHNICIAN SERVICES – SOIL, CONCRETE, AND MASONRY

1.	Senior Engineering Technician (T3 and above), per hour*	\$	55.00
2.	Support Engineering Technician, regular time (T1, T2), per hour*	\$	45.00
3.	ICC Masonry Technician, per hour*	\$	65.00
4.	Mileage, per mile	\$	0.60
5.	Asphalt/Concrete Coring (2 men), per hour	\$	150.00

LABORATORY SERVICES

1.	Standard Proctor, each	\$	185.00
2.	Modified Proctor, w/spec. gravity, each.....	\$	225.00
3.	CABC NCDOT T-180 Proctor, each	\$	285.00
4.	Grain Size Analysis (soil), each.....	\$	85.00
5.	Grain Size Analysis w/hydro, each.....	\$	125.00
6.	Atterberg Limits, each	\$	75.00
7.	Specific Gravity of soils, each.....	\$	85.00
8.	Natural Moisture Content, each.....	\$	10.00
9.	Compressive strength testing of 4"x8" concrete cylinders and mortar cubes, each.....	\$	15.00
10.	Compressive strength testing of Contractor made cylinders, each	\$	35.00
11.	Compressive strength of concrete cores and grout prisms, each.....	\$	35.00
12.	Marshall Density/ Max. Specific Gravity, each	\$	200.00
13.	Asphalt Extraction, each.....	\$	225.00
14.	Specific Gravity/Density Asphalt Cores, each	\$	35.00

ENGINEERING SERVICES

1.	Staff Professional (P1), per hour	\$	90.00
2.	Project Professional (P2), per hour.....	\$	100.00
3.	Registered Engineer/Project Manager (P3), per hour	\$	110.00
4.	Senior Project Manager/Engineer (P4 and above), per hour.....	\$	125.00
5.	Secretarial, per hour	\$	50.00

STEEL EVALUATION SERVICES

1.	Metals Technician (MT1), per hour*	\$	75.00
2.	Metals Senior Technician (MT2), per hour.....	\$	85.00
3.	Metals Professional ASNT Level III (MT3), per hour.....	\$	100.00
4.	Radiographic Testing (2 men), per hour	\$	185.00

***Overtime labor rates will be 1.50 times the regular rate and will be used for any time in excess of 8 hours per day, Saturdays, Sundays & Holidays. All time billed portal to portal.**

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Surplus Property - Former Town Hall Contents		
Location on Agenda: Old/New Business		
Department: Administration		
Contact: Bill Anderson, Town Attorney		
Presenter: Bill Anderson, Town Attorney		
<p>Brief Summary:</p> <p>After moving most furniture and other personal property from the former Town Hall to temporary facilities or other buildings, there are certain items of personal property of little value remaining in the two buildings which the Town desires to dispose of in accordance with applicable law.</p> <p>The attached resolution and public notice will allow the Town to dispose of the property 1) by donation to another governmental unit or 2) by sale at fair market value, determined by the Town Manager or his designee, to public funding partners of the Town.</p>		
<p>Recommended Motion and/or Requested Action:</p> <p>Adopt Resolution to Dispose of Certain Personal Property</p>		
<p>Detailed Notes:</p> <p>Upon adoption of this resolution, staff will notify the Town's public funding partners of the sale to be held on Tuesday, May 3 at 10:00 a.m. Staff will also advertise certain items including the Council dais and speaker's stand to area government entities who may be able to use them.</p>		
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>Recommend approval so that items can be disposed in a way that may be beneficial to others.</p>		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	JMH	
Finance Director:		
Town Attorney:	WEA	
Town Manager:	RD	
Town Clerk:		

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN BY THE Town of Garner that at its regular Council Meeting on April 19, 2016, the Council will consider a Resolution relating to disposition of certain items of personal property, to wit: those few items of furniture and other furnishings of limited value left in the former Town Hall Buildings A and B which have not been relocated to the present Town facilities, prior to demolition of those two buildings.

A portion of the Resolution relates to the offer of donation of the Council dais, the speaker's stand, and such other items of furniture and furnishings as might be desired by another unit of local government pursuant to NCGS §160A-280, and the remainder relates to the sale of such items to non-profit Town public funding agency partners.

This the 14th day of April, 2016.

Stella Gibson, Town Clerk

RESOLUTION NO. (2016) 2287

A RESOLUTION TO DISPOSE OF CERTAIN PERSONAL PROPERTY

WHEREAS, the Town of Garner has relocated its Town Hall to 914 7TH Ave., Garner, NC and its Police Department to 912 7TH Ave., Garner, NC, and proposes to demolish the former Town Hall Buildings A and B in May 2016; and

WHEREAS, various items furniture and other personal property have been relocated to the new buildings, there are certain items of personal property of little value remaining in the two buildings which the Town desires to dispose of in accordance with applicable law;

BE IT THEREFORE RESOLVED by the Town Council of the Town of Garner as follows: The Town Council of the Town of Garner hereby declares the remaining personal property contents in Building A and Building B of the former Town Hall to be surplus property to be disposed of as provided herein:

A. TO OTHER GOVERNMENTAL UNITS, per NCGS §160A-280: Various items of personal property, including but not limited to the Council dais and speaker's stand will be offered for donation to other governmental units as defined in NCGS §160A-280:

B. TO ENTITIES CARRYING OUT A PUBLIC PURPOSE, per NCGS §160A-279: The remaining items of personal property, including chairs, desks and other furniture and miscellaneous personal property items will be offered for sale at fair market value as required by law, in the following fashion:

1. The Town Council of the Town of Garner hereby invites all Town of Garner non-profit public funding partners to the former Town Hall Buildings A and B, on Tuesday, May 3, 2016 at 10:00 a.m. to view and offer to purchase such items.

2. The Town Council hereby appoints the Town Manager or his designee, pursuant to NCGS §160A-279 to determine the fair market value of any such item of personal property, to convey all such property to the purchaser thereof, to keep a record showing the item of property, the purchaser and the price, and to provide a bill of sale with a restriction that the item be used only for public purposes.

3. Any item which remains unsold following the above-mentioned sale may be abandoned to demolition.

This the ___ day of April, 2016.

TOWN OF GARNER

(SEAL)

Ronnie S. Williams,
Mayor

ATTEST:

Town Clerk

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Bond Project Tracking Report		
Location on Agenda: Old/New Business		
Department: Town Manager's Office		
Contact: Michael Gammon, Budget and Special Projects Manager		
Presenter: Michael Gammon and Tony Chalk		
Brief Summary: A brief overview will be provided regarding the status of the bond program, specifically changes and updates from the last report. The Bond Project Tracking Report is included in the agenda package.		
Recommended Motion and/or Requested Action: No action required; Report only.		
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: Please see report.		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MG	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

Bond Improvements Completed - March 31st, 2016



Bond Description	Active Projects	Revised Budget	Actual to Date	Available Budget	% Spent
Parks and Recreational	Greenways, Land, Park Projects	\$ 3,014,087	\$ 952,816	\$ 2,061,271	31.61%
Parks and Recreational	Recreation Center	\$ 8,897,287	\$ 693,743	\$ 8,203,544	7.80%
Public Safety and Services Facilities	Police Facility and Town Hall	\$ 14,302,125	\$ 6,169,270	\$ 8,132,855	43.14%
Redevelopment	Land Acquisition	\$ 2,043,951	\$ 964,933	\$ 1,079,018	47.21%
Street and Sidewalk	Land Acquisition, Sidewalk Construction, US Highway 70 Improvements, Montague, Purvis and New Rand Construction, Jessup, Benson/Garner	\$ 14,857,044	\$ 1,930,522	\$ 12,926,522	12.99%
Total		\$ 43,114,494	\$ 10,711,284	\$ 32,403,210	24.84%

Accomplishments by Bond Issuance

As of March 31st, 2016

Parks and Recreational	Public Safety and Services Facilities	Redevelopment	Street and Sidewalk
<ul style="list-style-type: none"> Recreation Center plans submitted to Planning Commission in April. Final plans for Garner's second Dog Park are currently under review for permitting. Preferred alignment of South Garner Greenway identified. 	<ul style="list-style-type: none"> With the conclusion of the work to improve the site's stormwater facilities, the Town's new Police Station (pictured) is now complete. The new Town Hall's construction contract has been awarded and construction is expected to commence in May. 	<ul style="list-style-type: none"> Garner Recreation Center's Stormwater Facility has been designed and will be completed with GRC construction. Staff has received encroachment permit from NCDOT for US 70 improvements. Planning for the relocation of Underground Power & Utility lines in downtown continues. 	<ul style="list-style-type: none"> Benson/Main St. sidewalk project will complete the Main St. to Garner Rd. portion in Spring 2016. Timber Drive sidewalk project to Harth Dr. will be completed in April. Thompson Road sidewalk project has received encroachment agreement from NCDOT. Improvement designs at US Hwy 70 and Montague Street are complete; to be constructed with the Recreation Center.



Bond Improvements Summary

#	Project Name	Budget	Status	Completion Date	Council Next Steps
1.1.b	Buffaloe Road Sidewalk	1,074,000	On-Track	Summer 2016	Attend Ribbon Cutting
1.1.c	Timber Drive Sidewalk	220,000	On-Track	April 2016	Attend Ribbon Cutting
1.1.d	Thompson Road Sidewalk	220,000	Delayed	Fall 2016	Award bid in Fall 2016
4	Benson & Main Street Sidewalks	652,791	On-Track	April 2016	Attend Ribbon Cutting
5.1	Greenways	830,000	Delayed	TBD	Discuss funding options following the Recreation Center construction bid process
6.1	Neighborhood Improvements	750,000	On-Track	Varies	Review/Authorize the next group of ranked project(s)
7.1	Land Acquisition (Historic Downtown Garner Plan)	1,400,000	On-Track	June 2019	Continue consideration of properties as necessary
8.1	Park Enhancements - General	10,365	On-Track	TBD	NA
8.1.c	Park Enhancements - Mobile Stage	108,438	On-Track	Spring 2016	Select Exterior Graphics
8.1.e	Park Enhancements - Dog Park (Lake Benson Park)	125,000	On-Track	Summer 2016	Attend Ribbon Cutting
9	Garner Recreation Center	8,897,287	On-Track	Fall 2017	Approve Site Plan
9.1.a	Underground Power at Garner Recreation Center	200,000	On-Track	Fall 2017	Approve Site Plan
9.1.b	Downtown Stormwater Facilities	600,000	On-Track	Fall 2017	Approve Site Plan
9.1.c	Montague Street Improvements	3,779,183	On-Track	Fall 2017	Approve Site Plan
9.1.d	ROW Acquisition for Montague/Purvis/N. Rand Improvements	1,116,000	On-Track	Feb 2017	Approve right-of-way acquisition
10	Town Hall	7,500,000	On-Track	June 2017	Attend Ribbon Cutting
11	Parking Lot at GPAC	250,000	On-Track	Fall 2017	Review design drawings
12	Lighting and Covered Sidewalks at GPAC	500,000	On-Track	Fall 2017	Review design drawings

Status Indicator

Green

On-track - no issues likely to affect project scope, schedule or budget.

Yellow

Delayed - known issues are likely to affect project scope, schedule and/or budget.

Red

Critical - significant unresolved issues will impact project, schedule and/or budget.

Completed Projects Summary

#	Project Name	Project Budget	Total Spent	Over/(Under)	Status	Completion Date
1.1.a	Claymore Drive/Buckingham Sidewalk	220,000	149,007	(70,993)	Complete	Fall 2014
2	U.S. 70 Improvements - Jessup Drive	375,000	350,300	(24,700)	Complete	Fall 2014
3	Police Facility	4,500,000	TBD	TBD	Complete	Spring 2016
8.1.a	Park Enhancements - Concessions Buildings	556,522	537,884	(18,638)	Complete	Fall 2015
8.1b	Park Enhancements - Dugout Covers	108,148	108,148	0	Complete	Spring 2015
8.1d	Park Enhancements - Dog Park (Garner Rec. Park)	75,000	47,324	(27,676)	Complete	Spring 2015
8.1f	South Garner Park Fencing (Soccer)	16,703	16,703	0	Complete	Spring 2015
15	Bond Related Property Tax Increase	-	-	-	Complete	June 2015
All Completed Projects		5,851,373	1,209,366	(142,007)		

1.1.a



Bond Improvements Status Report

1. Project Name	Claymore Drive/Buckingham Sidewalk		
2. Project Status	Complete	3. Target Completion Date:	Completed
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	The 2010 Garner Transportation Plan prioritizes the various sidewalk needs based on access to parks, schools, downtown Garner and connectivity to existing sidewalks. This list will be revisited and reprioritized to determine which sidewalks will be funded.
6. Milestones & Major Activities (timeframe)	The Claymore Drive sidewalk project is complete.

Progress Update (Updated as of September 30, 2015)

7. Recent Progress	Project completed in the first week of October. Final cost of the project is \$149,007 which is under budget.
8. Upcoming Work	
9. Status explanation (for yellow or red)	

1.1.b



Bond Improvements Status Report

1. Project Name	Buffaloe Road Sidewalk		
2. Project Status	On-Track	3. Target Completion Date:	Summer 2016
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	The 2010 Garner Transportation Plan prioritizes the various sidewalk needs based on access to parks, schools, downtown Garner and connectivity to existing sidewalks. This list will be revisited and reprioritized to determine which sidewalks will be funded.
6. Milestones & Major Activities (timeframe)	Work commenced on the project the first week of April, 2016.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Notifications have been sent to all property owner's notifying them of the start of the project. Erosion control has been installed on the east end of the project and storm drainage installation is starting at that end of the job.
8. Upcoming Work	Continue installation of the storm drainage system.
9. Status explanation (for yellow or red)	City of Raleigh force main project completion was delayed.

1.1.c



Bond Improvements Status Report

1. Project Name	Timber Drive Sidewalk		
2. Project Status	On-Track	3. Target Completion Date:	March 2016
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	The 2010 Garner Transportation Plan prioritizes the various sidewalk needs based on access to parks, schools, downtown Garner and connectivity to existing sidewalks. This list will be revisited and reprioritized to determine which sidewalks will be funded.
6. Milestones & Major Activities (timeframe)	All conflicting utilities have been relocated. Guardrail has been moved to new location and sidewalk poured. Project should be completed in next few weeks.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	
8. Upcoming Work	
9. Status explanation (for yellow or red)	Unexpected delays due to the discovery of underground utilities that will require relocation.

1.1.d



Bond Improvements Status Report

1. Project Name	Thompson Road Sidewalk		
2. Project Status	Delayed	3. Target Completion Date:	Summer 2016
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	The 2010 Garner Transportation Plan prioritizes the various sidewalk needs based on access to parks, schools, downtown Garner and connectivity to existing sidewalks. This list will be revisited and reprioritized to determine which sidewalks will be funded.
6. Milestones & Major Activities (timeframe)	Encroachment agreement with NCDOT has been received.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Some design conflicts have been encountered with the waterline. Subsurface exploration was authorized and design will be adjusted based on this information.
8. Upcoming Work	Final easement plats cannot be completed until waterline conflict is resolved.
9. Status explanation (for yellow or red)	Survey data gathered during design indicated that there was no right of way on Thompson Road. Right of way acquisition is currently under way.



Bond Improvements Status Report

1. Project Name	U.S. 70 Improvements - Jessup Drive		
2. Project Status	Complete	3. Target Completion Date:	Fall 2014
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview
 This project extends the three lane section of west bound US Highway 70 to the intersection of Timber Drive.

6. Milestones & Major Activities (timeframe)
 This project is complete.

Progress Update (Updated as of September 30, 2015)

7. Recent Progress
 Project is complete with a total cost of \$311,870.

8. Upcoming Work

9. Status explanation (for yellow or red)



Bond Improvements Status Report

1. Project Name	Police Facility		
2. Project Status	Delayed	3. Target Completion Date:	Apr 2016
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	Renovation & Construction of public safety facility
6. Milestones & Major Activities (timeframe)	Police moved into building in late December 2015.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Bioretention areas have been installed and landscaped.
8. Upcoming Work	Completion of punchlist items.
9. Status explanation (for yellow or red)	Contractor unable to meet construction deadlines.



Bond Improvements Status Report

1. Project Name	Benson & Main Street Sidewalks		
2. Project Status	On-Track	3. Target Completion Date:	Apr 2016
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	The 2010 Garner Transportation Plan prioritizes the various sidewalk needs based on access to parks, schools, downtown Garner and connectivity to existing sidewalks. This list will be revisited and reprioritized to determine which sidewalks will be funded.
6. Milestones & Major Activities (timeframe)	Contractor began installing storm drainage system around railroad underpass.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Contractor has submitted shoring calculations for installation of retaining wall and sidewalk under railroad crossing and received comments back from NCRR. Still no approval to the shoring plan.
8. Upcoming Work	Installation of the retaining wall under the railroad tracks should commence if shoring plan is approved.
9. Status explanation (for yellow or red)	Project was delayed obtaining right of entry agreement with NCRR.



Bond Improvements Status Report

1. Project Name	Greenways - Design		
2. Project Status	Delayed	3. Target Completion Date:	TBD
4. Project Manager	Brad Bass, Planning Director		

Project Plan

5. Project Overview	There is high demand for greenways and other pedestrian-related infrastructure in Garner. \$750,000 will be used to construct greenways that would link to parks, schools and key community features.
6. Milestones & Major Activities (timeframe)	May 2013 WK Dickson retained to evaluate alignments for proposed South Garner Greenway Extension. July 2013 S. Garner Greenway Alignment Study completed. August 2013 Public Meeting to review Alignment Alternatives. March 2014 McKim & Creed retained for additional greenway alignment review.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Council reviewed a additional options at the October 2015 Work Session . Council identified a preferred greenway alignment at this meeting.
8. Upcoming Work	The consultant and staff will develop a tentative project schedule with preliminary cost estimates for the preferred alignment. Staff will contact affected property owners in next 30 days. Staff will review funding options with Council in early 2016 . A decision will be needed whether or not to retain a firm to design the project and obtain applicable permits. If the project goes to construction, it is estimated to take 9 to 12 months to complete.
9. Status explanation (for yellow or red)	The project was put on hold pending further review of other alignment options.



Bond Improvements Status Report

1. Project Name	Neighborhood Improvements		
2. Project Status	On-Track	3. Target Completion Date:	Varies
4. Project Manager	Reginald Buie, Neighborhood Improvement Manager		

Project Plan

5. Project Overview	The Town of Garner’s Neighborhood Improvement Program Initiative has tackled five areas for concentrated enforcement and support using Town resources. The Bond program dedicated \$750,000 for neighborhood improvement projects. This project manages the approval process for allocation of Neighborhood Improvement Bond Funds for approved projects.
6. Milestones & Major Activities	Ranked existing Neighborhood Improvement Projects - Set 1.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Woodland North Lighting Project is complete. The Van Story Hills Lighting Project has been completed. Malibu Valley Lighting Project is complete. Evaluation of Cloverdale subdivision is underway.
8. Upcoming Work	Identify next series of neighborhood improvement projects.
9. Status explanation (for yellow or red)	



Bond Improvements Status Report

1. Project Name	Land Acquisition (Historic Downtown Garner Plan)		
2. Project Status	On-Track	3. Target Completion Date:	June 2019
4. Project Manager	John Hodges, Assistant Town Manager - Development Services		

Project Plan

5. Project Overview The 2013 Bond Referendum approved \$2 million for Downtown Redevelopment initiatives including \$1.4 million for property acquisition in furtherance of the HDGP. This report will track the property acquisition portion of this bond program.

6. Milestones & Major Activities (timeframe) Property acquisition will be prioritized to facilitate development of anchor facilities, future development sites and as opportunities are presented by owners.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress To date, 16 parcels totaling 6.8 acres have been purchased for the Indoor Recreation Center site, off-site parking and improvements to Montague Street using bond funds. 25 parcels totaling 9.8 acres are now under town control. The Montague/Purvis/Main assemblage desired to begin the Indoor Recreation Center and road improvements is now under town control. GRA is developing criteria for private development in the area.

8. Upcoming Work 1. Continue communications with all area property owners to take advantage of any opportunities that arise.
2. Continue discussions with interested developers to evaluate appropriate opportunities.

9. Status explanation (for yellow or red)

Bond Improvements Status Report

1. Project Name	Park Enhancements - General		
2. Project Status	On-Track	3. Target Completion Date:	TBD
4. Project Manager	Sonya Shaw, Parks, Recreation & Cultural Resources Director		

Project Plan

5. Project Overview	On March 12, 2013, Town of Garner voters approved \$1 million bond for Park Enhancement Projects.
6. Milestones & Major Activities (timeframe)	Town Council approved the park enhancement project ranking and estimated project costs as follows: Replacement of Restroom and Concession Areas at Garner Recreational Park and South Garner Park (\$510,000), Dugout Covers (\$107,500), Town Mobile Stage (\$90,000), Town Dog Parks (\$200,000), Various (\$92,500). These projects are being advanced as soon as possible and detailed in the following project sheets.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Town staff continues working on the planning and construction of all park enhancement projects.
8. Upcoming Work	Completed: Dugout covers, South Garner Park Fencing, North Garner Dog Park, Mobile Stage, Concessions/Restrooms Pending: Lake Benson Dog Park, Mobile Stage graphic design
9. Status explanation	N/A

8.1.a



Bond Improvements Status Report

1. Project Name	Park Enhancements - Concessions Buildings		
2. Project Status	Complete	3. Target Completion Date:	Complete
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	This project includes replacing restrooms, concessions, and trash/recycling receptacles at Garner Recreational Park and South Garner Park.
	Project Complete.
6. Milestones & Major Activities (timeframe)	

Progress Update (Updated as of November 30, 2015)

7. Recent Progress	N/A
8. Upcoming Work	N/A
9. Status explanation	Project complete in November 2015.

8.1.b



Bond Improvements Status Report

1. Project Name	Park Enhancements - Dugout Covers		
2. Project Status	Complete	3. Target Completion Date:	Complete
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	<p>This project includes constructing dugout covers at baseball/softball fields at South Garner Park (3 fields) and Garner Recreational Park (2 fields) - 5 total fields</p> <p>All dugout covers have been constructed.</p>
6. Milestones & Major Activities (timeframe)	

Progress Update (Updated as of May 30, 2015)

7. Recent Progress	N/A
8. Upcoming Work	N/A
9. Status explanation	Project completed in May 2015.



Bond Improvements Status Report

1. Project Name	Park Enhancements - Mobile Stage	
2. Project Status	On-Track	3. Target Completion Date: Spring 2016
4. Project Manager	Sonya Shaw, Parks, Recreation & Cultural Resources Director	

Project Plan

5. Project Overview	This project acquires a new Town Mobile Stage for use at various Town and GRA events.
6. Milestones & Major Activities (timeframe)	The Mobile Stage has been acquired and used in two Town sponsored events (Eggstravaganza and Downtown Sounds).

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	N/A
8. Upcoming Work	Staff will work with graphic designer to develop the Mobile Stage's exterior graphics for this project. Examples will be presented to the PRCR Advisory Committee (Early 2016) and Council (Early 2016) for consideration and approval.
9. Status explanation	Project will be complete once exterior graphics are selected.

8.1.d



Bond Improvements Status Report

1. Project Name	Park Enhancements -Dog Park (Garner Recreational Park)		
2. Project Status	Complete	3. Target Completion Date:	Complete
4. Project Manager	Sonya Shaw, Parks, Recreation & Cultural Resources Director		

Project Plan

5. Project Overview	This project includes constructing one dog park now and constructing a second dog park at a later date.
6. Milestones & Major Activities (timeframe)	The Dog Park has been opened to the public. A Ribbon Cutting Ceremony occurred on June 9, 2015.

Progress Update (Updated as of September 30, 2015)

7. Recent Progress	N/A
8. Upcoming Work	Grand Opening occurred on June 13, 2015.
9. Status explanation	Project completed June 2015



Bond Improvements Status Report

1. Project Name	Park Enhancements -Dog Park (Lake Benson Park)	
2. Project Status	On-Track	3. Target Completion Date: Summer 2016
4. Project Manager	Sonya Shaw, Parks, Recreation & Cultural Resources Director	

Project Plan

5. Project Overview	This project includes constructing dog park #2, located at Lake Benson Park, which will include two fenced areas- one for small dogs and one for large dogs.
6. Milestones & Major Activities (timeframe)	The first draft of dog park #2 has been reviewed with PRCR and Planning Staff. Staff presented plans to Council for review. Feedback was received from Council and shared with consultant.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Staff and consultant identified parking area at Lake Benson Park to accommodate new dog park. Plans were reviewed and discussed at January 19, 2016, Council Meeting. Council approved the addition of storm water BMP to accommodate additional parking at Lake Benson Park. Final plans approved at February 1, 2016 Council Meeting.
8. Upcoming Work	Public Works construction to commence based on availability.
9. Status explanation	



Bond Improvements Status Report

1. Project Name	South Garner Park Fencing (Soccer)		
2. Project Status	Complete	3. Target Completion Date:	Completed
4. Project Manager	Sonya Shaw, Parks, Recreation & Cultural Resources Director		

Project Plan

5. Project Overview	Fencing was requested to help keep soccer balls from going into the parking lots. Project budget \$17,000.
6. Milestones & Major Activities (timeframe)	Fencing quotes were received.

Progress Update (Updated as of September 30, 2015)

7. Recent Progress	Fencing work completed March 20.
8. Upcoming Work	
9. Status explanation (for yellow or red)	



Bond Improvements Status Report

1. Project Name	Indoor Recreation Center		
2. Project Status	On-Track	3. Target Completion Date:	Fall 2017
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	Design & Construction of Indoor Recreation Center Facility		
6. Milestones & Major Activities (timeframe)	Planning commission approved the project at their meeting on April 11, 2016.		

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Prequalification of general contractors has been completed. Selected firms will be notified the during the week of April 11, 2016.		
8. Upcoming Work	Completion of construction drawings in April and project bidding in May.		
9. Status explanation (for yellow or red)			

Project Timeline

A timeline for the Indoor Recreation Center has some flexibility in that design and construction is not dependent on the completion of any other facilities. It is estimated that one year is needed to design the facility.

Preliminary Schedule*

October 2014	Contract approval with Clark Patterson Lee
December 2014	Begin Schematic Design
June 2015	Begin Design/Development Drawings
November 2015	Begin Construction Drawings
January 2016	Complete Construction Drawings
February 2016	Construction Drawings submitted for review
April 2016	Site Plan Approval
May 2016	Bid Project
June 2016	Award Project
December 2017	Complete Construction

9.1.a



Bond Improvements Status Report

1. Project Name	Underground Power at Recreation Center		
2. Project Status	On-Track	3. Target Completion Date:	Fall 2017
4. Project Manager			

Project Plan

5. Project Overview	Overhead power lines around the Indoor Recreation Center are to be placed underground..
6. Milestones & Major Activities (timeframe)	The project scope will be refined as the site plan is developed.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Contact was made with utility providers regarding relocating the lines underground and they are currently designing the project. This will be coordinated with construction of the Indoor Recreation Center.
8. Upcoming Work	
9. Status explanation	



Bond Improvements Status Report

1. Project Name	Downtown Stormwater Facilities		
2. Project Status	On-Track	3. Target Completion Date:	Fall 2017
4. Project Manager			

Project Plan

5. Project Overview	A stormwater management area is to be constructed at the Montague St./Highway 70 intersection. This device will serve the area of the Indoor Recreation Center along with future projects on that site.
6. Milestones & Major Activities (timeframe)	Designers met with NCDOT regarding potential upgrades to storm drainage system crossing under US 70. No upgrades needed.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Staff will continue to work with designers to complete the design of the wet pond.
8. Upcoming Work	These plans will be developed as the Indoor Recreation plans proceed so that all parts of this project will be ready to be bid together.
9. Status explanation	



Bond Improvements Status Report

1. Project Name	Montague & Purvis Street Improvements		
2. Project Status	On-Track	3. Target Completion Date:	Fall 2017
4. Project Manager			

Project Plan

5. Project Overview	Access to Montague Street from eastbound 70 traffic and improvements to Montague St.
6. Milestones & Major Activities (timeframe)	Majority of needed easements should be acquired by March 1.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Required easements have been obtained. Construction will commence with the Recreation Center construction.
8. Upcoming Work	
9. Status explanation	

9.1.d



Bond Improvements Status Report

1. Project Name	ROW Acquisition for Montague/Purvis/N.Rand Improvements		
2. Project Status	On-Track	3. Target Completion Date:	Fall 2017
4. Project Manager	John Hodges, Assistant Town Manager - Development Services		

Project Plan

5. Project Overview	Right of Way will be needed for proposed improvements to Montague Street, Purvis Street and Rand Mill Road.
6. Milestones & Major Activities (timeframe)	Surveying authorized for additional right of way acquisition.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Roadway drawings have been generated. Right of way maps are being generated.
8. Upcoming Work	Right of way/easement acquisition is underway.
9. Status explanation	



Bond Improvements Status Report

1. Project Name	Town Hall		
2. Project Status	On-Track	3. Target Completion Date:	June 2017
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	Design & Construction of new Town Hall building.
6. Milestones & Major Activities (timeframe)	Design Development drawings approved by Town Council on October 1, 2015.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Bids were received and project awarded to Resolute Building Company.
8. Upcoming Work	Work on the project will commence the week of May 9th, 2016.
9. Status explanation (for yellow or red)	

Project Timeline

The schedule has been updated and will be revised as we move through the different stages of the project. The architect hopes to advance the schedule if possible.

Preliminary Schedule*

November 2014	Precedence Study and follow up meeting
December 2014	Begin Schematic Design Phase
May 2015	Begin Design/Development Drawings
August 2015	Complete Design Development drawings
October 2015	Begin construction drawing and specifications
December 2015	Complete construction drawings
January 2016	Prequalification of contractors/Building permit review
March 2016	Bid project
April 2016	Award Bid
May 2016	Start Construction
June 2017	Project Complete



Bond Improvements Status Report

1. Project Name	Parking Lot at GPAC		
2. Project Status	On-Track	3. Target Completion Date:	Fall 2017
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	On March 12, 2013, Town of Garner voters approved Parks and Recreation Bonds, of which \$250,000 will be used to complete construction of the existing overflow parking lot at GPAC.
6. Milestones & Major Activities (timeframe)	Agreement was reached with property owner to purchase property that will provide connection between this lot and the lot at the annex. The purchase will be completed in April.

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	Final design of the parking and storm drainage has been completed.
8. Upcoming Work	
9. Status explanation	



Bond Improvements Status Report

1. Project Name	Lighting and Covered Sidewalks at GPAC		
2. Project Status	On-Track	3. Target Completion Date:	Fall 2017
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	On March 12, 2013, Town of Garner voters approved Parks and Recreation Bonds, of which \$500,000 will be used to construct lighting and covered sidewalks for the overflow parking lot at GPAC.
6. Milestones & Major Activities (timeframe)	

Progress Update (Updated as of March 31, 2016)

7. Recent Progress	See comments for the GPAC parking lot.
8. Upcoming Work	Design will proceed with and be bid with the Recreation Center project.
9. Status explanation	



Bond Improvements Status Report

1. Project Name	Property Tax Increase		
2. Project Status	Complete	3. Target Completion Date:	Complete
4. Project Manager	Emily Lucas, Finance Director		

Project Plan

5. Project Overview	On March 12, 2013, Town of Garner voters approved four bond referendums authorizing the Town to issue up to \$35.716 million in general obligation bonds. Town Council and staff anticipate a tax increase up to 2 ¾ cents.
6. Milestones & Major Activities (timeframe)	With the approval of the FY 15-16 budget, the tax rate was increase 1.75 cents (for a total of 2.75 cents when combined with the tax rate increase of 1 cent implemented in FY 14-15).

Progress Update (Updated as of September 30, 2015)

7. Recent Progress	See number 6 above.
8. Upcoming Work	The Town implemented the first year of the Revenue Savings Plan with the FY 14-15 budget. We know from the FY 14-15 budget that the Revenue Savings Plan generated \$46,313. Staff has recently provided Council with an update showing that the FY 14-15 actual revenues produced an additional \$157,963 for the capital reserve funding. The models of the FY 2015-16 Revenue Savings Plan that were factored in to the approved budget show growth of 7%, which will continue to support the funding model. Staff will continue to monitor revenues associated with the Revenue Savings Plan as well as the upcoming Wake County property revaluation that will factor in to the FY 16-17 budget next year.
9. Status explanation	Approvals related to tax increase complete. Continued monitoring of Revenue Savings Plan.

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Financial Report - March 2016		
Location on Agenda: Reports		
Department: Finance		
Contact: Michael Gammon, Budget and Special Projects Manager		
Presenter: Michael Gammon, Budget and Special Projects Manager		
Brief Summary: Report of revenues and expenditures through March 31, 2016.		
Recommended Motion and/or Requested Action: N/A		
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: Report of revenues and expenditures through March 31, 2016.		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MG	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

TOWN OF GARNER

Memorandum

To: Rodney Dickerson, Interim Town Manager
From: Michael Gammon, Budget and Special Projects Manager
Date: April 11, 2016
Subject: Financial Reports for March 2016
CC: Town Council

Attached is the statement of revenues and expenditures for FY 2016 through March 31, 2016. We are nine months, or approximately 75.0% through the budget year.

The report shows that year-to-date, the Town has collected approximately 84.6% of estimated revenues. A couple of things to remember regarding revenues:

- Year-to-date through March, the Town has only collected 6 months of sales tax revenue (3 month lag in collections). Additionally, many of the major intergovernmental revenues (Utility Franchise Tax, Video Programming Fees, PEG Reimbursement) are paid out in quarterly installments. March saw the second quarterly installment of these revenues collected for FY 2015-16.
- Development fees (permit fees, water and sewer capacity fees, etc.) account for 10.2% of all revenues year to date. We have had a number of large permit payers, including Greenfield Apartments and Wingswept. Much of these fees are related to water and sewer capacity, which becomes part of a reserve.

Please review the attached Analysis of Revenues for additional information.

Overall, the report shows that Town expended approximately 72.6% of its budget. Expenditures to date include:

- Many of the large Contract Service projects for the maintenance of Town parks, facilities, and streets have been undertaken and the expenditures reflect this larger nature of spending.
- Annual dues and subscriptions and several annually contracted services are usually paid at the beginning of the year.
- The Annualized Street Resurfacing Program (\$400,000 budget) has been completed. The total cost of the project was \$396,750.
- The Town has made principal and interest debt service payments, accounting for 11.82% of expenditures year to date.
- The Town has had 21 pay periods (80.77% of all pay periods) year to date and paid holiday bonuses just before Thanksgiving. Additionally, many departments have seen their employees receive their annual performance reviews, longevity awards, and/or retirement payouts.
- Much of the approved equipment and vehicle purchases approved in the budget have been purchased.

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

Town of Garner
Statement of Revenues and Expenditures
For the Period July 1, 2015 Through March 31, 2016

FOR INTERNAL USE ONLY

	Budget	Actual	Over (Under) Budget	Percentage of Budget	Actual Prior Year
REVENUES					
Ad valorem taxes	\$ 16,186,000	\$ 16,128,873	\$ (57,127)	99.6%	\$ 14,943,921
Other taxes and licenses	5,719,500	3,020,484	(2,699,016)	52.8%	2,952,486
Intergovernmental revenues	2,956,334	1,864,365	(1,091,969)	63.1%	1,439,080
Permits and fees	1,618,770	2,527,948	909,178	156.2%	1,123,406
Sales and services	490,966	281,165	(209,801)	57.3%	305,645
Investment earnings	12,700	41,090	28,390	323.5%	4,352
Other revenues	186,738	152,891	(33,847)	81.9%	242,950
Sale of capital assets	25,000	57,909	32,909	231.6%	21,300
Proceeds from issuance of debt	632,000	630,000	(2,000)	0.0%	534,200
Transfers in	341,802	81,456	(260,346)	0.0%	-
Appropriated fund balance	1,134,009	-	(1,134,009)	0.0%	-
Total Revenues	\$ 29,303,819	\$ 24,786,181	\$ (4,517,638)	84.6%	\$ 21,567,340
EXPENDITURES					
Governing body	\$ 329,909	\$ 255,706	\$ (74,203)	77.5%	\$ 201,110
Administration	1,246,328	860,621	(385,707)	69.1%	727,276
Finance	718,541	536,586	(181,955)	74.7%	562,576
Economic development	493,509	272,362	(221,147)	55.2%	291,400
Economic incentives	26,674	5,142	(21,532)	19.3%	25,771
Planning	840,804	480,874	(359,930)	57.2%	439,564
Inspections	911,392	596,469	(314,923)	65.4%	590,767
Engineering	990,728	839,836	(150,892)	84.8%	391,914
Information technology	623,418	410,573	(212,845)	65.9%	343,081
Police	7,280,197	5,429,216	(1,850,981)	74.6%	5,381,097
Fire services	2,541,914	1,863,120	(678,794)	73.3%	1,824,034
Public works	7,122,952	4,998,866	(2,124,086)	70.2%	4,181,786
Parks and recreation	1,801,617	1,237,900	(563,717)	68.7%	1,189,376
Debt service	2,795,422	2,512,893	(282,529)	89.9%	1,981,575
Special appropriations	1,206,051	929,116	(276,935)	77.0%	767,851
Transfers out	360,668	37,000	(323,668)	10.3%	-
Contingency	13,695	-	(13,695)	0.0%	-
Total expenditures	\$ 29,303,819	\$ 21,266,280	\$ (8,037,539)	72.6%	\$ 18,899,178
Revenues over Expenditures	\$ -	\$ 3,519,901	\$ 3,519,901		\$ 2,668,162

Town of Garner
 Analysis of Major Revenues
 For the Period July 1, 2015 Through March 31, 2016

Property Tax Collections <i>(collections compared to budget)</i>	Through Month Ending	
	3/31/2016	3/31/2015
Collections--Current Year	\$ 15,938,921	\$ 14,830,873
Collection % Budget	99.92%	99.65%
Collection % Value/Levy (both DMV & Wake County)	99.13%	98.76%

Property Tax Billings (from Wake County & DMV)	Through Month Ending		Percent Change
	3/31/2016	3/31/2015	
Real Property	\$2,665,301,113	\$2,584,113,562	
Personal Property	172,720,230	187,742,315	
Public Service Property	114,535,800	85,722,393	
Vehicles	155,730,771	145,747,570	
Total	\$3,108,287,914	\$3,003,325,840	3.49%

Sales Tax Distributions	Through Month Ending		% Change
	3/31/2016	3/31/2015	
	\$2,859,862	\$2,775,880	3.03%

Through month 3/31/2016 is representative sales tax collected in July-December 2015.

Building Permit Fees	Through Month Ending		% Change
	3/31/2016	3/31/2015	
Fees Collected	\$504,781	\$324,417	55.60%

PRCR Fees	Through Month Ending		% Change
	3/31/2016	3/31/2015	
Recreation Fees	\$106,383	\$109,324	-2.69%
Facility Rentals	\$121,112	\$146,930	-17.57%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2015 through March 31, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Town Council	232,292			179,707			
Election Charges		(53,610)			(39,151)		
Dues and Subscriptions		(40,115)			(35,947)		
	232,292	(93,725)	138,567	179,707	(75,098)	104,609	75.49%
Attorney	97,617	-	97,617	75,999	-	75,999	77.85%
Total Governing Body	329,909	(93,725)	236,184	255,706	(75,098)	180,608	76.47%
Town Manager	747,659			521,582			
	747,659	-	747,659	521,582	-	521,582	69.76%
Town Clerk	186,323			133,287			
	186,323	-	186,323	133,287	-	133,287	71.54%
Human Resources	301,522			198,365			
	301,522	-	301,522	198,365	-	198,365	65.79%
Safety	10,824			7,388			
	10,824	-	10,824	7,388	-	7,388	68.26%
Total Administration	1,246,328	-	1,246,328	860,622	-	860,622	69.05%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2015 through March 31, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Finance Administration	604,077			480,506			
Salaries		(300,202)			(237,030)		
Salaries-Temp.		-			(5,781)		
Longevity		(9,014)			(8,933)		
FICA		(23,656)			(18,525)		
Retirement		(36,509)			(28,965)		
Professional Services		(82,118)			(71,499)		
Printing		(4,240)			(4,105)		
Contract Services		(20,950)			(18,721)		
	604,077	(476,689)	127,388	480,506	(393,559)	86,947	68.25%
Purchasing	114,464	-	114,464	56,080	-	56,080	48.99%
Total Finance	718,541	(476,689)	241,852	536,586	(393,559)	143,027	59.14%
Economic Development	493,509			272,362			
Total Economic Development	493,509	-	493,509	272,362	-	272,362	55.19%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2015 through March 31, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Planning Administration	492,534			263,645			
	492,534	-	492,534	263,645	-	263,645	53.53%
Land Use Permits	195,000			124,083			
	195,000	-	195,000	124,083	-	124,083	63.63%
Community Planning & Appearance	153,270			93,147			
	153,270	-	153,270	93,147	-	93,147	60.77%
Total Planning	840,804	-	840,804	480,875	-	480,875	57.19%
Inspections	911,392			596,469			
Total Inspections	911,392	-	911,392	596,469	-	596,469	65.45%
Engineering	990,728			839,836			
Stormwater Education		(4,732)			(3,483)		
Street Resurfacing		(400,000)			(396,750)		
Vehicle		(47,715)			(43,332)		
Total Engineering	990,728	(452,447)	538,281	839,836	(443,565)	396,271	73.62%
Information Technology	623,418			410,573			
Total Information Technology	623,418	-	623,418	410,573	-	410,573	65.86%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2015 through March 31, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Police Administration	786,031			633,323			
Longevity		(9,149)			(9,443)		
Group Insurance		(21,898)			(39,831)		
Equipment Rental		(24,131)			(16,183)		
Uniforms		(3,000)			(2,381)		
Phys/Poly/Psych Exams		(8,650)			(7,373)		
Contract Services		(59,874)			(51,309)		
	786,031	(126,702)	659,329	633,323	(126,520)	506,803	76.87%
Police Operations	6,494,166			4,795,892			
Longevity		(92,184)			(92,299)		
Equipment		(45,600)			(43,751)		
Contract Services		(323,969)			(295,196)		
Vehicle		(300,000)			(208,150)		
	6,494,166	(761,753)	5,732,413	4,795,892	(639,396)	4,156,496	72.51%
Total Police	7,280,197	(888,455)	6,391,742	5,429,215	(765,916)	4,663,299	72.96%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2015 through March 31, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Public Works Admin	443,868			336,085			
	443,868	-	443,868	336,085	-	336,085	75.72%
Street Maintenance	1,503,159			1,052,412			
Contract Services		(393,340)			(311,652)		
	1,503,159	(393,340)	1,109,819	1,052,412	(311,652)	740,760	66.75%
Powell Bill	960,573			644,457			
Contract Services		(164,036)			(107,101)		
	960,573	(164,036)	796,537	644,457	(107,101)	537,356	67.46%
Snow Removal	20,950			15,473			
	20,950	-	20,950	15,473	-	15,473	73.86%
Public Grounds	1,145,639			817,149			
	1,145,639	-	1,145,639	817,149	-	817,149	71.33%
Solid Waste	1,879,965		1,879,965	1,241,750		1,241,750	66.05%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2015 through March 31, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Public Facility	847,368			641,698			
Contract Services		(249,740)			(225,978)		
	847,368	(249,740)	597,628	641,698	(225,978)	415,720	69.56%
Fleet Maintenance	321,431			249,842			
Longevity		(2,788)			(2,771)		
Equipment-Non Capital		(11,910)			(9,875)		
Travel and Training		(2,250)			(2,795)		
Departmental Supplies		(13,448)			(8,288)		
Dues and Subscriptions		(1,050)			(875)		
Equipment Maintenance		(5,900)			(6,219)		
Contract Services		(10,200)			(10,037)		
	321,431	(47,546)	273,885	249,842	(40,860)	208,982	76.30%
Total Public Works	7,122,953	(854,662)	6,268,291	4,998,866	(685,591)	4,313,275	68.81%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2015 through March 31, 2016

	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	341,114			257,490			
Longevity		(3,982)			(3,924)		
Equipment Rental		(7,020)			(4,276)		
Travel & Training		(9,450)			(8,922)		
Fuel		(1,000)			(881)		
Department Supplies		(5,500)			(3,477)		
Auto Maintenance		(250)			(321)		
Contract Services		(16,974)			(12,239)		
	341,114	(44,176)	296,938	257,490	(34,040)	223,450	75.25%
Cultural Arts and Events	411,200			235,570			
	411,200	-	411,200	235,570	-	235,570	57.29%
Youth & Athletics	388,103			255,138		255,138	
	388,103	-	388,103	255,138	-	255,138	65.74%
Adult & Senior Programs	248,464			181,117			
	248,464	-	248,464	181,117	-	181,117	72.89%
Outdoor Adventure	246,477			171,873			
	246,477	-	246,477	171,873	-	171,873	69.73%
Program Partners	166,259			136,713			
Garner Towne Players		(23,650)			(23,650)		
Miss Garner Pageant		(3,500)			(3,200)		
Optimist Basketball		(22,500)			(18,804)		
Garner Civitan		(22,344)			(22,119)		
Garner Baseball Inc		(64,900)			(53,678)		
	166,259	(136,894)	29,365	136,713	(121,451)	15,262	51.97%
Total Parks and Recreation	1,801,617	(181,070)	1,620,547	1,237,901	(155,491)	1,082,410	66.79%

Town of Garner
 Analysis of Budget to Actual Expenditures
 July 1, 2015 through March 31, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Retirement	559,752			324,417			
	559,752	-	559,752	324,417	-	324,417	57.96%
Town Insurance	532,900			501,828			
Health Reimbursement		(81,300)			(98,721)		
Insurance and Bonds		(207,600)			(213,884)		
Workers Compensation		(189,000)			(186,678)		
	532,900	(477,900)	55,000	501,828	(499,283)	2,545	4.63%
Subsidized Programs	90,589			78,281			
Chamber of Commerce		(33,000)			(43,950)		
	90,589	(33,000)	57,589	78,281	(43,950)	34,331	59.61%
Office Administration	22,810			24,590			
	22,810	-	22,810	24,590	-	24,590	107.80%
Special Appropriations	1,206,051	(510,900)	695,151	929,116	(543,233)	385,883	55.51%
Transfers	360,668	-	360,668	37,000	-	37,000	10.26%
Economic Incentives	26,674	-	26,674	5,142	-	5,142	19.28%
Fire Services	2,541,914	-	2,541,914	1,863,120	-	1,863,120	73.30%
Debt Service	2,795,422	-	2,795,422	2,512,893	-	2,512,893	89.89%
Contingency	13,695	-	13,695	-	-	-	0.00%
Total All Departments	29,303,820	(3,457,948)	25,845,872	21,266,282	(3,062,453)	18,203,829	70.43%

Permits Issued From 03/01/2016 To 03/31/2016

Commercial	Total Permits 26	Total Cost \$1,763,512.00
-------------------	-------------------------	----------------------------------

Permit #:	2160173	Inside Town Limits	Yes
Issue date:	3/2/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	1411 AVERSBORO ROAD SUITE 105		
Owner's	WENDY CASEY	Owner's Phone:	
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	ELECTRICAL SERVICE REC
		Total cost:	\$200.00

Permit #:	2160177	Inside Town Limits	Yes
Issue date:	3/3/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	503 WEST MAIN ST		
Owner's	GARNER FIRE DEPT	Owner's Phone:	919-772-1550
Contractor		Contractor's Phone:	
Type of Improvement:	Plumbing	Proposed Use	TANKLESS HOT WATER HE
		Total cost:	\$2,695.00

Permit #:	2160184	Inside Town Limits	Yes
Issue date:	3/4/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	1000 MANAGEMENT WAY		
Owner's	ATANTIC MANAGEMENT	Owner's Phone:	
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
		Total cost:	\$4,285.00

Permit #:	2160190	Inside Town Limits	Yes
Issue date:	3/29/2016	Census tract:	PIN#: 1701-28-2581
Lot#:		Subdivision:	N/A
PropAddress:	1527 GARNER STATION BLVD		
Owner's	GABRIEL BROTHERS	Owner's Phone:	724-970-5199
Contractor	DOYLE CONSTRUCTION CO.	Contractor's Phone:	301-928-6995
Type of Improvement:	Alteration	Proposed Use	MERCANTILE/RETAIL
		Total cost:	\$1,282,253.00

Permit #:	2160198	Inside Town Limits	Yes
Issue date:	3/30/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	40 CABELA DRIVE		
Owner's	SHEETZ INC	Owner's Phone:	919-437-9859
Contractor	JONES & FRANK	Contractor's Phone:	919-231-1998
Type of Improvement:	New Structure	Proposed Use	UNDERGROUND TANK
		Total cost:	\$226,000.00

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160210	Inside Town Limits	Yes
Issue date:	3/14/2016	Census tract:	PIN#: 1720-85-2904
Lot#:		Subdivision: N/A	Total cost: \$7,500.00
PropAddress:	2000 PERGO PARKWAY		
Owner's	PERGO	Owner's Phone:	
Contractor		Contractor's Phone:	
Type of Improvement:	Alteration	Proposed Use	FACTORY INDUSTRIAL

Permit #:	2160215	Inside Town Limits	No
Issue date:	3/14/2016	Census tract:	PIN#: 1619-44-8216
Lot#:		Subdivision: N/A	Total cost: \$5,000.00
PropAddress:	1120 RAND ROAD		
Owner's	FAHAD AHMED	Owner's Phone:	919-332-3556
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160218	Inside Town Limits	Yes
Issue date:	3/15/2016	Census tract:	PIN#:
Lot#:		Subdivision: N/A	Total cost: \$95.00
PropAddress:	1701 AVERSBORO ROAD		
Owner's	CYNTHIA BARFIELD	Owner's Phone:	984-232-8979
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	ELECTRIC HOT WATER HE

Permit #:	2160227	Inside Town Limits	Yes
Issue date:	3/16/2016	Census tract:	PIN#:
Lot#:		Subdivision: N/A	Total cost: \$557.00
PropAddress:	713 WEST GARNER ROAD		
Owner's	TAMMY PARRISH	Owner's Phone:	919-772-5990
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	BUSINESS/OFFICE

Permit #:	2160228	Inside Town Limits	Yes
Issue date:	3/16/2016	Census tract:	PIN#:
Lot#:		Subdivision: N/A	Total cost: \$188.00
PropAddress:	105 WEST MAIN ST		
Owner's	THOMAS CREECH	Owner's Phone:	919-669-0129
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	BUSINESS/OFFICE

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160229	Inside Town Limits	Yes
Issue date:	3/16/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	101 ST. MARY'S ST	Total cost:	\$150.00
Owner's	KEVIN WALTON	Owner's Phone:	919-772-2711
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	BUSINESS/OFFICE

Permit #:	2160230	Inside Town Limits	No
Issue date:	3/17/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	2620 WALL STORE ROAD	Total cost:	\$6,995.00
Owner's	JAMES & KATHYRN DEAL	Owner's Phone:	919-772-7255
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160232	Inside Town Limits	Yes
Issue date:	3/16/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	119 SMALL PINE DR	Total cost:	\$917.00
Owner's	SANDERSON FAMILY PROPERTIES LLC	Owner's Phone:	919-231-8863
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	BUSINESS/OFFICE

Permit #:	2160234	Inside Town Limits	Yes
Issue date:	3/16/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	101 NEW FIDELITY COURT	Total cost:	\$500.00
Owner's	Z G & M HOLDINGS	Owner's Phone:	919-779-5000
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	COMMERCIAL SIGN

Permit #:	2160247	Inside Town Limits	No
Issue date:	3/18/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	10533 TEN TEN ROAD	Total cost:	\$4,500.00
Owner's	DON MOORE	Owner's Phone:	919-915-3710
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160254	Inside Town Limits	Yes
Issue date:	3/21/2016	Census tract:	PIN#: 1711-24-1246
Lot#:		Subdivision: N/A	Total cost: \$690.00
PropAddress:	202 VANDORA SPRINGS ROAD		
Owner's	EMMETT GOODSON	Owner's Phone:	919-772-7346
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	BUSINESS/OFFICE

Permit #:	2160255	Inside Town Limits	Yes
Issue date:	3/21/2016	Census tract:	PIN#: 1701-78-9987
Lot#:		Subdivision: N/A	Total cost: \$2,500.00
PropAddress:	554 DYNAMIC DRIVE		
Owner's	JOE HEIGL	Owner's Phone:	919-832-4656
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	BUSINESS/OFFICE

Permit #:	2160262	Inside Town Limits	Yes
Issue date:	3/22/2016	Census tract:	PIN#: 1701-67-5103
Lot#:		Subdivision: N/A	Total cost: \$5,000.00
PropAddress:	1305 US HWY 70 WEST		
Owner's	J & S PETRO LLC	Owner's Phone:	
Contractor	CONSULTECH ENVIRONMENTAL, LLC	Contractor's Phone:	919-234-4238
Type of Improvement:	Removal	Proposed Use	TANK REMOVAL

Permit #:	2160266	Inside Town Limits	Yes
Issue date:	3/29/2016	Census tract:	PIN#: 1619-03-3568
Lot#:		Subdivision: CREEKSIDE	Total cost: \$5,000.00
PropAddress:	100 ROARING CREEK DRIVE		
Owner's	WILSON PARKER HOMES	Owner's Phone:	919-678-3477
Contractor	WILSON PARKER HOMES	Contractor's Phone:	704-608-1968
Type of Improvement:	New Structure	Proposed Use	COMMERCIAL SIGN

Permit #:	2160280	Inside Town Limits	Yes
Issue date:	3/28/2016	Census tract:	PIN#: 1720-29-7553
Lot#:		Subdivision: N/A	Total cost: \$10,000.00
PropAddress:	45 CABELA DRIVE		
Owner's	CORE PROPERTIES	Owner's Phone:	704--332-0844
Contractor	CAPITAL SIGN SOLUTIONS	Contractor's Phone:	919-816-6638
Type of Improvement:	New Structure	Proposed Use	COMMERCIAL SIGN

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160281	Inside Town Limits	Yes
Issue date:	3/28/2016	Census tract:	PIN#: 1720-29-6110
Lot#:		Subdivision: N/A	Total cost: \$10,000.00
PropAddress:	15 CABELA DRIVE		
Owner's	CORE PROPERTIES	Owner's Phone:	704-332-0844
Contractor	CAPITAL SIGN SOLUTIONS	Contractor's Phone:	919-816-6638
Type of Improvement:	New Structure	Proposed Use	COMMERCIAL SIGN

Permit #:	2160283	Inside Town Limits	Yes
Issue date:	3/28/2016	Census tract:	PIN#: 1720-03-1994
Lot#:		Subdivision: N/A	Total cost: \$10,000.00
PropAddress:	50 CABELA DRIVE		
Owner's	CORE PROPERTIES	Owner's Phone:	704-332-0844
Contractor	CAPITAL SIGN SOLUTIONS	Contractor's Phone:	919-816-6638
Type of Improvement:	New Structure	Proposed Use	COMMERCIAL SIGN

Permit #:	2160284	Inside Town Limits	No
Issue date:	3/31/2016	Census tract:	PIN#: 1701-05-5962
Lot#:		Subdivision: N/A	Total cost: \$166,087.00
PropAddress:	825 PURSER DRIVE		
Owner's	UNITED RENTALS	Owner's Phone:	919-532-1500
Contractor	G & G BUILDERS OF WENDELL	Contractor's Phone:	919-365-7488
Type of Improvement:	Alteration	Proposed Use	BUSINESS/OFFICE

Permit #:	2160285	Inside Town Limits	Yes
Issue date:	3/29/2016	Census tract:	PIN#: 0791-95-6112
Lot#:		Subdivision: N/A	Total cost: \$5,600.00
PropAddress:	140 RUPERT ROAD		
Owner's	MARY THOMPSON	Owner's Phone:	919-422-6848
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160292	Inside Town Limits	No
Issue date:	3/30/2016	Census tract:	PIN#:
Lot#:		Subdivision: N/A	Total cost: \$6,700.00
PropAddress:	8801 OLD STAGE ROAD		
Owner's	SASON ENTERPRISES	Owner's Phone:	919-779-1144
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	MERCANTILE/RETAIL

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160298	Inside Town Limits	Yes		
Issue date:	3/31/2016	Census tract:	PIN#:		
Lot#:		Subdivision:	N/A	Total cost:	\$100.00
PropAddress:	10 CABELA DRIVE				
Owner's	RED ROBIN INTERNATIONAL, INC	Owner's Phone:			
Contractor	OWNER	Contractor's Phone:			
Type of Improvement:	Alteration	Proposed Use	ABC LICENSE		

Permits Issued From 03/01/2016 To 03/31/2016

Residential	Total Permits 90	Total Cost \$1,961,422.67
--------------------	-------------------------	----------------------------------

Permit #:	2160122	Inside Town Limits	Yes
Issue date:	3/31/2016	Census tract:	PIN#: 1700-97-7915
Lot#:		Subdivision: EDGEBROOK	Total cost: \$4,600.00
PropAddress:	1204 FOWLER DRIVE		
Owner's	KAREN RULLMAN	Owner's Phone:	919-669-9599
Contractor	CAROLINA YARD BARN	Contractor's Phone:	919-365-5555
Type of Improvement:	New Structure	Proposed Use	RESIDENTIAL STORAGE

Permit #:	2160152	Inside Town Limits	Yes
Issue date:	3/4/2016	Census tract:	PIN#: 1701-45-7562
Lot#:		Subdivision: GREENBRIER	Total cost: \$5,000.00
PropAddress:	4720 GREENBRIER ROAD		
Owner's	DONNA PRICE	Owner's Phone:	919-201-3783
Contractor	MIKE PIPER	Contractor's Phone:	919-841-8813
Type of Improvement:	Addition	Proposed Use	DECK

Permit #:	2160158	Inside Town Limits	Yes
Issue date:	3/28/2016	Census tract:	PIN#: 1710-19-1641
Lot#:		Subdivision: FOREST HILLS	Total cost: \$50,000.00
PropAddress:	1214 POPLAR AVE		
Owner's	SECU*RE	Owner's Phone:	
Contractor	CURTIS DEAN CONSTR.	Contractor's Phone:	919-365-0378
Type of Improvement:	Alteration	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160170	Inside Town Limits	Yes
Issue date:	3/1/2016	Census tract:	PIN#:
Lot#:		Subdivision: VAN STORY HILLS	Total cost: \$6,529.00
PropAddress:	203 SHOALS LANE		
Owner's	WILLIAM JAY BROWN	Owner's Phone:	919-604-4973
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160171	Inside Town Limits	Yes
Issue date:	3/1/2016	Census tract:	PIN#:
Lot#:		Subdivision: GREENBRIER	Total cost: \$2,100.00
PropAddress:	724 WINTERLOCHEN ROAD		
Owner's	CAROL HARRIS	Owner's Phone:	
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	SINGLE FAMILY DWELLIN

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160172	Inside Town Limits	Yes
Issue date:	3/1/2016	Census tract:	PIN#:
Lot#:		Subdivision:	WOODLANDS
PropAddress:	108 STONECUTTER COURT		
Owner's	MARK KUNKLE	Owner's Phone:	919-244-9562
Contractor		Contractor's Phone:	
Type of Improvement:	Plumbing	Proposed Use	PLUMBING
		Total cost:	\$4,208.00

Permit #:	2160174	Inside Town Limits	Yes
Issue date:	3/15/2016	Census tract:	PIN#:
Lot#:		Subdivision:	EAGLE RIDGE
PropAddress:	215 MEDIATE DRIVE		
Owner's	MR. BLAGG	Owner's Phone:	919-280-1703
Contractor	DECKS BY ALL MEANS	Contractor's Phone:	919-427-4232
Type of Improvement:	Addition	Proposed Use	DECK
		Total cost:	\$17,565.00

Permit #:	2160175	Inside Town Limits	Yes
Issue date:	3/4/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	300 PENNY STREET		
Owner's	CRAIG YATES	Owner's Phone:	252-538-2345
Contractor	BYRD WHOLESALE	Contractor's Phone:	919-524-9975
Type of Improvement:	New Structure	Proposed Use	RESIDENTIAL STORAGE
		Total cost:	\$3,811.00

Permit #:	2160179	Inside Town Limits	Yes
Issue date:	3/4/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	1904 VANDORA SPRINGS ROAD		
Owner's	CHARLIE ROSE	Owner's Phone:	
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
		Total cost:	\$5,113.00

Permit #:	2160182	Inside Town Limits	Yes
Issue date:	3/4/2016	Census tract:	PIN#:
Lot#:		Subdivision:	HEATHER HILLS
PropAddress:	401 COACHMAN DRIVE		
Owner's	STEVEN HINNANT	Owner's Phone:	919-437-0561
Contractor		Contractor's Phone:	
Type of Improvement:	Plumbing	Proposed Use	TANKLESS HOT WATER HE
		Total cost:	\$3,500.00

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160183	Inside Town Limits	Yes
Issue date:	3/4/2016	Census tract:	PIN#:
Lot#:		Subdivision: LAKEMOOR	Total cost: \$5,000.00
PropAddress:	1711 MISTY MEADOW LANE		
Owner's	JENNIE & FREDERICK MORENO	Owner's Phone:	919-623-8808
Contractor		Contractor's Phone:	
Type of Improvement:	Plumbing	Proposed Use	PLUMBING

Permit #:	2160186	Inside Town Limits	Yes
Issue date:	3/4/2016	Census tract:	PIN#:
Lot#:		Subdivision: HEATHER WOODS	Total cost: \$2,500.00
PropAddress:	1009 HADRIAN DRIVE		
Owner's	SUSAN PARENT	Owner's Phone:	919-495-1154
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160187	Inside Town Limits	Yes
Issue date:	3/4/2016	Census tract:	PIN#:
Lot#:		Subdivision: FOREST HILLS	Total cost: \$3,000.00
PropAddress:	110 ST. MARY'S STREET		
Owner's	JUDD & PENDRY INVESTMENTS	Owner's Phone:	919-302-2960
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160188	Inside Town Limits	Yes
Issue date:	3/7/2016	Census tract:	PIN#: 0790-80-7296
Lot#:	431	Subdivision: EAGLE RIDGE	Total cost: \$6,371.00
PropAddress:	100 HOCH COVE		
Owner's	JAMES YARNELL	Owner's Phone:	419-309-9723
Contractor	CITY OF RALEIGH	Contractor's Phone:	919-857-4540
Type of Improvement:	Plumbing	Proposed Use	IRRIGATION

Permit #:	2160189	Inside Town Limits	Yes
Issue date:	3/7/2016	Census tract:	PIN#: 1711-10-1324
Lot#:	1	Subdivision: FOREST HILLS	Total cost: \$700.00
PropAddress:	1303 FREDERICK ROAD		
Owner's	LAWRENCE WIKOFF	Owner's Phone:	919-400-5567
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	GAS FUEL LINE

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160191	Inside Town Limits	Yes
Issue date:	3/8/2016	Census tract:	PIN#:
Lot#:		Subdivision:	VAN STORY HILLS
PropAddress:	618 ATCHISON STREET	Total cost:	\$5,500.00
Owner's	BARBARA NORMAN	Owner's Phone:	919-618-2605
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160192	Inside Town Limits	Yes
Issue date:	3/8/2016	Census tract:	PIN#:
Lot#:		Subdivision:	EDGEBROOK
PropAddress:	1413 KENBROOK DRIVE	Total cost:	\$3,000.00
Owner's	RONALD STILL	Owner's Phone:	919-772-2082
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	GENERATOR

Permit #:	2160193	Inside Town Limits	Yes
Issue date:	3/8/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	1701 AVERSBORO ROAD	Total cost:	\$1,000.00
Owner's	CYHTHIA BARFIELD	Owner's Phone:	984-232-8979
Contractor	OWNER	Contractor's Phone:	
Type of Improvement:	Alteration	Proposed Use	EDUCATIONAL/SCHOOL

Permit #:	2160194	Inside Town Limits	Yes
Issue date:	3/8/2016	Census tract:	PIN#:
Lot#:		Subdivision:	LAKEMOOR
PropAddress:	2324 WATER LILLY WAY	Total cost:	\$11,000.00
Owner's	MICHELLE HICKMAN	Owner's Phone:	919-961-0747
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160195	Inside Town Limits	Yes
Issue date:	3/9/2016	Census tract:	PIN#:
Lot#:		Subdivision:	HEATHER WOODS
PropAddress:	521 OLD SCARBOROUGH LANE	Total cost:	\$4,800.00
Owner's	THEODORE DAVID	Owner's Phone:	919-264-0114
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160196	Inside Town Limits	Yes
Issue date:	3/9/2016	Census tract:	PIN#:
Lot#:		Subdivision:	VAN STORY HILLS Total cost: \$2,500.00
PropAddress:	107 NOVEMBER STREET		
Owner's	KEN CHEESEMAN	Owner's Phone:	919-906-5422
Contractor	OWNER	Contractor's Phone:	
Type of Improvement:	New Structure	Proposed Use	RESIDENTIAL STORAGE

Permit #:	2160200	Inside Town Limits	Yes
Issue date:	3/9/2016	Census tract:	PIN#: 1710-42-2605
Lot#:		Subdivision:	VILLAGE AT AVERSBORO Total cost: \$11,600.00
PropAddress:	535 EASY WIND LANE		
Owner's	MATILDA BUNTING	Owner's Phone:	
Contractor	WOODALL CONSTRUCTION CO.	Contractor's Phone:	919-662-9565
Type of Improvement:	Addition	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160201	Inside Town Limits	Yes
Issue date:	3/9/2016	Census tract:	PIN#:
Lot#:		Subdivision:	SUMMERSWALK Total cost: \$7,200.00
PropAddress:	430 SUMMERS WALK CIRCLE		
Owner's	JOSEPH FOX	Owner's Phone:	919-772-4258
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160202	Inside Town Limits	No
Issue date:	3/10/2016	Census tract:	PIN#: 1629-16-9371
Lot#:		Subdivision:	N/A Total cost: \$3,000.00
PropAddress:	8480 BRYAN ROAD		
Owner's	DAVID WHITAKER	Owner's Phone:	919-250-8428
Contractor	OWNER	Contractor's Phone:	
Type of Improvement:	Alteration	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160203	Inside Town Limits	Yes
Issue date:	3/10/2016	Census tract:	PIN#: 1619-95-8065
Lot#:	25R	Subdivision:	SUTTON SPRINGS Total cost: \$3,250.00
PropAddress:	108 PAINTED ROCK COURT		
Owner's	LOCKSLEY & CASSANDRA SPENCER	Owner's Phone:	919-559-5853
Contractor	OWNER	Contractor's Phone:	
Type of Improvement:	Addition	Proposed Use	DECK

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160204	Inside Town Limits	Yes
Issue date:	3/10/2016	Census tract:	PIN#: 1700-86-8834
Lot#:	56	Subdivision: HEATHER SPRINGS	Total cost: \$10,801.00
PropAddress:	402 MACHOST DRIVE		
Owner's	CLAUDE & MARVA KREMER	Owner's Phone:	319-217-2124
Contractor	NC SOLAR NOW INC	Contractor's Phone:	919-833-9096
Type of Improvement:	Alteration	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160205	Inside Town Limits	Yes
Issue date:	3/10/2016	Census tract:	PIN#:
Lot#:		Subdivision: N/A	Total cost: \$6,606.00
PropAddress:	304 NOVEMBER STREET		
Owner's	GLENDAN DANIEL	Owner's Phone:	919-231-4900
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160206	Inside Town Limits	Yes
Issue date:	3/11/2016	Census tract:	PIN#: 1619-02-9566
Lot#:	20	Subdivision: CREEKSIDE	Total cost: \$106,880.00
PropAddress:	220 ROARING CREEK DRIVE		
Owner's	WILSON PARKER HOMES	Owner's Phone:	919-678-3477
Contractor	WILSON PARKER HOMES	Contractor's Phone:	704-608-1968
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160207	Inside Town Limits	Yes
Issue date:	3/11/2016	Census tract:	PIN#:
Lot#:		Subdivision: TIFFANY WOODS	Total cost: \$8,300.00
PropAddress:	200 TIFFANY CIRCLE		
Owner's	JAMES DAWSON	Owner's Phone:	919-772-1191
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160208	Inside Town Limits	Yes
Issue date:	3/11/2016	Census tract:	PIN#:
Lot#:		Subdivision: FOREST HILLS	Total cost: \$1,600.00
PropAddress:	1205 HIGHLAND ROAD		
Owner's	AUSTIN GEISER	Owner's Phone:	919-624-1836
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	SINGLE FAMILY DWELLIN

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160209	Inside Town Limits	Yes
Issue date:	3/11/2016	Census tract:	PIN#:
Lot#:		Subdivision:	DUNHAVEN
PropAddress:	2704 DUNHAVEN DRIVE		
Owner's	PHILIP KING	Owner's Phone:	919-772-4520
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
Total cost:	\$6,500.00		

Permit #:	2160212	Inside Town Limits	Yes
Issue date:	3/14/2016	Census tract:	PIN#:
Lot#:	28	Subdivision:	GEORGETOWNE MANOR
PropAddress:	131 TOWNE VIEW TRAIL		
Owner's	JAMES BROOKS	Owner's Phone:	
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
Total cost:	\$5,000.00		

Permit #:	2160213	Inside Town Limits	Yes
Issue date:	3/14/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	3001 BENSON ROAD		
Owner's	JOSEPH STATON	Owner's Phone:	919-772-9008
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
Total cost:	\$10,000.00		

Permit #:	2160214	Inside Town Limits	No
Issue date:	3/14/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	10625 TEN TEN ROAD		
Owner's	BETTY HURST	Owner's Phone:	919-773-2469
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
Total cost:	\$7,196.00		

Permit #:	2160216	Inside Town Limits	Yes
Issue date:	3/14/2016	Census tract:	PIN#:
Lot#:		Subdivision:	CLOVERDALE
PropAddress:	505 KENWAY STREET		
Owner's	ARIEL OLIVIA	Owner's Phone:	
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	ELECTRICAL SERVICE REC
Total cost:	\$1,000.00		

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160217	Inside Town Limits	Yes
Issue date:	3/14/2016	Census tract:	PIN#: 1701-82-9647
Lot#:		Subdivision: N/A	Total cost: \$4,500.00
PropAddress:	1101 SPRINGVIEW TRAIL		
Owner's	JIM BRUMLEY	Owner's Phone:	919-741-8211
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160219	Inside Town Limits	Yes
Issue date:	3/16/2016	Census tract:	PIN#: 1710-06-4048
Lot#:	101	Subdivision: HEATHER HILLS	Total cost: \$6,000.00
PropAddress:	100 MARGO CIRCLE		
Owner's	BOB GARRETT	Owner's Phone:	919-779-4571
Contractor	PRO BUILT CO	Contractor's Phone:	919-642-3792
Type of Improvement:	Alteration	Proposed Use	DECK

Permit #:	2160220	Inside Town Limits	Yes
Issue date:	3/16/2016	Census tract:	PIN#: 1701-85-8196
Lot#:		Subdivision: N/A	Total cost: \$3,600.00
PropAddress:	220 YEARGAN ROAD		
Owner's	LEE CARROLL	Owner's Phone:	919-868-6722
Contractor	OWNER	Contractor's Phone:	
Type of Improvement:	Addition	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160221	Inside Town Limits	Yes
Issue date:	3/15/2016	Census tract:	PIN#: 1700-45-6465
Lot#:	81	Subdivision: VANDORA PINES	Total cost: \$5,000.00
PropAddress:	110 ROAN DRIVE		
Owner's	JEAN MOSELEY	Owner's Phone:	201-602-4217
Contractor	MIKE WILSON CONSTRUCTION	Contractor's Phone:	919-772-7282
Type of Improvement:	Addition	Proposed Use	DECK

Permit #:	2160222	Inside Town Limits	Yes
Issue date:	3/15/2016	Census tract:	PIN#:
Lot#:		Subdivision: N/A	Total cost: \$9,900.00
PropAddress:	5113 RAYNOR ROAD		
Owner's	CANDACE LONG	Owner's Phone:	919-306-8261
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160223	Inside Town Limits	Yes
Issue date:	3/15/2016	Census tract:	PIN#:
Lot#:		Subdivision: EAGLE RIDGE	Total cost: \$6,800.00
PropAddress:	104 CUPP COURT		
Owner's	TRAVIS WARBURTON	Owner's Phone:	919-669-4509
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160224	Inside Town Limits	Yes
Issue date:	3/15/2016	Census tract:	PIN#:
Lot#:		Subdivision: N/A	Total cost: \$7,000.00
PropAddress:	7750 BRYAN ROAD		
Owner's	MARK BLACKMON	Owner's Phone:	919-608-4013
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160225	Inside Town Limits	Yes
Issue date:	3/16/2016	Census tract:	PIN#: 1701-85-8196
Lot#:		Subdivision: N/A	Total cost: \$5,200.00
PropAddress:	222 YEARGAN ROAD		
Owner's	LEE CARROLL	Owner's Phone:	919-868-6722
Contractor	OWNER	Contractor's Phone:	
Type of Improvement:	Addition	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160226	Inside Town Limits	Yes
Issue date:	3/15/2016	Census tract:	PIN#:
Lot#:		Subdivision: EAGLE RIDGE	Total cost: \$5,000.00
PropAddress:	606 COMPETITION ROAD		
Owner's	MRS. CAROLYN HOYLE	Owner's Phone:	
Contractor	CITY OF RALEIGH	Contractor's Phone:	919-857-4540
Type of Improvement:	Plumbing	Proposed Use	IRRIGATION

Permit #:	2160233	Inside Town Limits	Yes
Issue date:	3/17/2016	Census tract:	PIN#: 1619-02-6964
Lot#:	86	Subdivision: CREEKSIDE	Total cost: \$104,980.00
PropAddress:	153 ROARING CREEK DRIVE		
Owner's	WILSON PARKER HOMES	Owner's Phone:	919-678-3477
Contractor	WILSON PARKER HOMES	Contractor's Phone:	704-608-1968
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160235	Inside Town Limits Yes	
Issue date:	3/17/2016	Census tract:	PIN#: 1619-02-4925
Lot#:	88	Subdivision: CREEKSIDE	Total cost: \$109,403.00
PropAddress:	141 ROARING CREEK DRIVE		
Owner's	WILSON PARKER HOMES	Owner's Phone:	919-678-3477
Contractor	WILSON PARKER HOMES	Contractor's Phone:	704-608-1968
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160236	Inside Town Limits Yes	
Issue date:	3/17/2016	Census tract:	PIN#: 1619-03-1258
Lot#:	4	Subdivision: CREEKSIDE	Total cost: \$110,460.00
PropAddress:	124 ROARING CREEK WAY		
Owner's	WILSON PARKER HOMES	Owner's Phone:	919-678-3477
Contractor	WILSON PARKER HOMES	Contractor's Phone:	704-608-1968
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160237	Inside Town Limits Yes	
Issue date:	3/17/2016	Census tract:	PIN#: 1619-03-3270
Lot#:	5	Subdivision: CREEKSIDE	Total cost: \$104,722.00
PropAddress:	130 ROARING CREEK DRIVE		
Owner's	WILSON PARKER HOMES	Owner's Phone:	9198-678-3477
Contractor	WILSON PARKER HOMES	Contractor's Phone:	704-608-1968
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160239	Inside Town Limits Yes	
Issue date:	3/17/2016	Census tract:	PIN#: 1619-03-3192
Lot#:	6	Subdivision: CREEKSIDE	Total cost: \$109,980.00
PropAddress:	136 ROARING CREEK DRIVE		
Owner's	WILSON PARKER HOMES	Owner's Phone:	919-678-3477
Contractor	WILSON PARKER HOMES	Contractor's Phone:	704-608-1968
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160240	Inside Town Limits Yes	
Issue date:	3/17/2016	Census tract:	PIN#:
Lot#:		Subdivision: HEATHER HILLS	Total cost: \$4,800.00
PropAddress:	207 COACHMAN DRIVE		
Owner's	RICK JONES	Owner's Phone:	919-625-4649
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160241	Inside Town Limits	Yes
Issue date:	3/17/2016	Census tract:	PIN#:
Lot#:		Subdivision:	EAGLE RIDGE
PropAddress:	221 CHALLENGE ROAD	Total cost:	\$5,600.00
Owner's	DAVID SPITTLE	Owner's Phone:	919-624-5199
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160242	Inside Town Limits	No
Issue date:	3/18/2016	Census tract:	PIN#:
Lot#:	8	Subdivision:	FOX HAVEN
PropAddress:	312 FOX WALK PATH	Total cost:	\$3,925.00
Owner's	KEVIN PIERCE	Owner's Phone:	919-395-6120
Contractor		Contractor's Phone:	
Type of Improvement:	Plumbing	Proposed Use	TANKLESS HOT WATER HE

Permit #:	2160243	Inside Town Limits	No
Issue date:	3/18/2016	Census tract:	PIN#:
Lot#:	21	Subdivision:	CAMELOT
PropAddress:	203 LANE OF SIR LANCELOT	Total cost:	\$5,023.00
Owner's	CAROL NUNNALLY	Owner's Phone:	919-417-3185
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160244	Inside Town Limits	Yes
Issue date:	3/18/2016	Census tract:	PIN#:
Lot#:	51	Subdivision:	BROWNSTONE VILLAGE
PropAddress:	100 TROTINGTON COURT	Total cost:	\$6,500.00
Owner's	MARCOS JARAMILLO	Owner's Phone:	919-255-0588
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160245	Inside Town Limits	Yes
Issue date:	3/18/2016	Census tract:	PIN#:
Lot#:	18	Subdivision:	BRITTMOORE
PropAddress:	101 HONORABLE PLACE	Total cost:	\$6,300.00
Owner's	SUSAN MCCREARY	Owner's Phone:	919-779-7330
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160246	Inside Town Limits	Yes
Issue date:	3/18/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	100 GLENN MEADOW COURT		
Owner's	TERESA MARRELLA	Owner's Phone:	919-332-3927
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
		Total cost:	\$6,909.00

Permit #:	2160248	Inside Town Limits	Yes
Issue date:	3/18/2016	Census tract:	PIN#:
Lot#:		Subdivision:	VAN STORY HILLS
PropAddress:	309 WHITHORNE DRIVE		
Owner's	BRYAN LAMB	Owner's Phone:	
Contractor		Contractor's Phone:	
Type of Improvement:	Plumbing	Proposed Use	PLUMBING
		Total cost:	\$5,000.00

Permit #:	2160249	Inside Town Limits	Yes
Issue date:	3/18/2016	Census tract:	PIN#:
Lot#:		Subdivision:	CREEKSIDE
PropAddress:	112 ROAORING CREEK DRIVE		
Owner's	WILSON PARKER HOMES	Owner's Phone:	919-678-3477
Contractor	CITY OF RALEIGH	Contractor's Phone:	919-857-4540
Type of Improvement:	Plumbing	Proposed Use	IRRIGATION
		Total cost:	\$2,500.00

Permit #:	2160250	Inside Town Limits	No
Issue date:	3/18/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	10819 TEN TEN ROAD		
Owner's	CHRISTOPHER SAULS	Owner's Phone:	919-669-7029
Contractor	JAMES FRYE	Contractor's Phone:	919-291-1033
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN
		Total cost:	\$396,650.00

Permit #:	2160251	Inside Town Limits	Yes
Issue date:	3/22/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	1402 HARTH DRIVE		
Owner's	JOHNNY BLANKENSHIP	Owner's Phone:	919-422-7904
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
		Total cost:	\$4,600.00

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160252	Inside Town Limits	Yes
Issue date:	3/21/2016	Census tract:	PIN#:
Lot#:		Subdivision:	EAGLE RIDGE
PropAddress:	113 SUGARLOAF WAY		
Owner's	HEATHER RILEY	Owner's Phone:	919-608-6536
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
		Total cost:	\$4,646.00

Permit #:	2160253	Inside Town Limits	Yes
Issue date:	3/21/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	103 HARPER ST		
Owner's	EARL PRIDGEN	Owner's Phone:	919-741-2242
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
		Total cost:	\$8,800.00

Permit #:	2160256	Inside Town Limits	Yes
Issue date:	3/21/2016	Census tract:	PIN#:
Lot#:		Subdivision:	BINGHAM STATION
PropAddress:	125 DEPOT RIDGE ROAD		
Owner's	HELLEN MATEREKE	Owner's Phone:	919-220-5353
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM
		Total cost:	\$5,423.00

Permit #:	2160257	Inside Town Limits	Yes
Issue date:	3/21/2016	Census tract:	PIN#:
Lot#:	55	Subdivision:	GLENS AT BETHEL
PropAddress:	119 DEREHAM LANE		
Owner's	WILLIAM WILSON	Owner's Phone:	910-352-2259
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	GENERATOR
		Total cost:	\$4,000.00

Permit #:	2160259	Inside Town Limits	Yes
Issue date:	3/21/2016	Census tract:	PIN#:
Lot#:		Subdivision:	SIMON WOODS
PropAddress:	112 NEWHAVEN COURT		
Owner's	GRA SINGLETON	Owner's Phone:	919-880-9097
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	SINGLE FAMILY DWELLIN
		Total cost:	\$1,550.00

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160260	Inside Town Limits	Yes
Issue date:	3/21/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	702 SPRINGVIEW TRAIL	Total cost:	\$7,173.00
Owner's	OLGA PORTILLO	Owner's Phone:	919-521-2224
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160263	Inside Town Limits	Yes
Issue date:	3/22/2016	Census tract:	PIN#:
Lot#:		Subdivision:	HEATHER WOODS
PropAddress:	328 KIMLOCH DRIVE	Total cost:	\$7,500.00
Owner's	CARL & ROSALIND RODD	Owner's Phone:	919-673-6919
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160264	Inside Town Limits	Yes
Issue date:	3/23/2016	Census tract:	PIN#: 1700-83-1349
Lot#:	1	Subdivision:	BREEZEWAY SOUTH
PropAddress:	100 MEADOW OAK LANE	Total cost:	\$390,000.00
Owner's	WOODALL CONSTRUCTION	Owner's Phone:	919-772-5643
Contractor	WOODALL CONSTRUCTION CO.	Contractor's Phone:	919-662-9565
Type of Improvement:	New Building	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160265	Inside Town Limits	Yes
Issue date:	3/22/2016	Census tract:	PIN#: 1711-46-5889
Lot#:	6	Subdivision:	AVERY PARK
PropAddress:	121 PARKHAVEN LANE	Total cost:	\$5,619.00
Owner's	JANE RANDALL	Owner's Phone:	919-389-4321
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160267	Inside Town Limits	Yes
Issue date:	3/30/2016	Census tract:	PIN#: 1700-43-8777
Lot#:	29	Subdivision:	VANDORA PINES
PropAddress:	172 ROAN DRIVE	Total cost:	\$4,950.00
Owner's	ROBERT GRIFFIN	Owner's Phone:	919-325-1894
Contractor		Contractor's Phone:	
Type of Improvement:	MECHANICAL	Proposed Use	MECHANICAL REPLACEM

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160268	Inside Town Limits	Yes
Issue date:	3/23/2016	Census tract:	PIN#:
Lot#:		Subdivision:	HEATHER WOODS
PropAddress:	602 KIMLOCH DRIVE	Total cost:	\$1,000.00
Owner's	RONALD WILLIAMS	Owner's Phone:	919-422-7070
Contractor		Contractor's Phone:	
Type of Improvement:	Plumbing	Proposed Use	PLUMBING

Permit #:	2160269	Inside Town Limits	Yes
Issue date:	3/23/2016	Census tract:	PIN#: 1619-95-8065
Lot#:	25R	Subdivision:	SUTTON SPRINGS
PropAddress:	108 PAINTED ROCK COURT	Total cost:	\$2,500.00
Owner's	LOCKSLEY SPENCER	Owner's Phone:	919-559-5853
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	GENERATOR

Permit #:	2160270	Inside Town Limits	Yes
Issue date:	3/28/2016	Census tract:	PIN#: 1701-66-7132
Lot#:	110	Subdivision:	GREENBRIER
PropAddress:	3704 VESTA DRIVE	Total cost:	\$845.00
Owner's	SEAN SLAVEN	Owner's Phone:	919-720-0117
Contractor	FALCONE CRAWL SPACE & STRUCTURA	Contractor's Phone:	704-719-1198
Type of Improvement:	Alteration	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160272	Inside Town Limits	Yes
Issue date:	3/24/2016	Census tract:	PIN#: 1710-04-7480
Lot#:	12	Subdivision:	HEATHER HILLS
PropAddress:	105 MABRY PLACE	Total cost:	\$4,950.00
Owner's	DONNA DOWNEY	Owner's Phone:	919-779-4771
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160273	Inside Town Limits	Yes
Issue date:	3/24/2016	Census tract:	PIN#:
Lot#:		Subdivision:	HEATHER WOODS
PropAddress:	736 HADRIAN DRIVE	Total cost:	\$6,234.00
Owner's	JERRY WADE DIXON JR & DANA STEPH	Owner's Phone:	919-210-3146
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160275	Inside Town Limits	Yes
Issue date:	3/28/2016	Census tract:	PIN#:
Lot#:		Subdivision:	HEATHER WOODS
PropAddress:	108 WESTMUIR PLACE	Total cost:	\$8,600.00
Owner's	DAVID MUNN	Owner's Phone:	919-360-4269
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160276	Inside Town Limits	Yes
Issue date:	3/28/2016	Census tract:	PIN#:
Lot#:		Subdivision:	VAN STORY HILLS
PropAddress:	304 ATCHISON STREET	Total cost:	\$10,000.00
Owner's	IGNACIO BUSTOS	Owner's Phone:	919-930-6173
Contractor	OWNER	Contractor's Phone:	
Type of Improvement:	Alteration	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160279	Inside Town Limits	Yes
Issue date:	3/29/2016	Census tract:	PIN#:
Lot#:		Subdivision:	HEATHER HILLS
PropAddress:	1010 CLAYMORE DRIVE	Total cost:	\$6,000.00
Owner's	JOYCE WILLIAMS	Owner's Phone:	919-772-6488
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160282	Inside Town Limits	Yes
Issue date:	3/29/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	205 HUTCHINS DRIVE	Total cost:	\$5,137.00
Owner's	DENNIS OUTLAW	Owner's Phone:	919-880-7756
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160286	Inside Town Limits	Yes
Issue date:	3/29/2016	Census tract:	PIN#:
Lot#:		Subdivision:	EAGLE RIDGE
PropAddress:	744 SEASTONE ST	Total cost:	\$5,650.00
Owner's	JOEL PETRI	Owner's Phone:	336-968-5621
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160287	Inside Town Limits	Yes
Issue date:	3/29/2016	Census tract:	PIN#: 1700-98-4817
Lot#:	5	Subdivision: FOREST HILLS	Total cost: \$4,300.00
PropAddress:	1405 VANDORA SPRINGS ROAD		
Owner's	BOBBY LEE	Owner's Phone:	919-662-5583
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160288	Inside Town Limits	Yes
Issue date:	3/30/2016	Census tract:	PIN#: 1700-52-8501
Lot#:	52	Subdivision: LAKEMOOR	Total cost: \$6,500.00
PropAddress:	1444 CANE CREEK DRIVE		
Owner's	GARY EPPERSON	Owner's Phone:	919-280-6309
Contractor		Contractor's Phone:	
Type of Improvement:	Alteration	Proposed Use	SUNROOM

Permit #:	2160289	Inside Town Limits	Yes
Issue date:	3/30/2016	Census tract:	PIN#: 1710-18-1966
Lot#:	20	Subdivision: FOREST HILLS	Total cost: \$4,163.67
PropAddress:	1106 PARK AVENUE		
Owner's	JEROME & PAULA KALENZE	Owner's Phone:	701-317-0796
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160290	Inside Town Limits	Yes
Issue date:	3/30/2016	Census tract:	PIN#:
Lot#:		Subdivision: HEATHER HILLS	Total cost: \$5,500.00
PropAddress:	1312 CLAYMORE DRIVE		
Owner's	SCOTT STUPAK	Owner's Phone:	919-418-1046
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160291	Inside Town Limits	Yes
Issue date:	3/30/2016	Census tract:	PIN#:
Lot#:		Subdivision: HEATHER HILLS	Total cost: \$8,700.00
PropAddress:	105 THISTLE COURT		
Owner's	TRACY CULBERTSON	Owner's Phone:	919-779-8788
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permits Issued From 03/01/2016 To 03/31/2016

Permit #:	2160293	Inside Town Limits	Yes
Issue date:	3/30/2016	Census tract:	PIN#:
Lot#:		Subdivision:	VANDORA VILLAGE
PropAddress:	1504 MIRIAM AVE	Total cost:	\$6,800.00
Owner's	PAM BOWLING	Owner's Phone:	919-810-3442
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160294	Inside Town Limits	Yes
Issue date:	3/31/2016	Census tract:	PIN#: 1710-29-4634
Lot#:	3	Subdivision:	FOREST HILLS
PropAddress:	906 FRANCES DRIVE	Total cost:	\$3,400.00
Owner's	DON & AMANDA GRIFFIN	Owner's Phone:	919-444-1260
Contractor	BERT DODSON	Contractor's Phone:	919-772-7267
Type of Improvement:	Alteration	Proposed Use	SINGLE FAMILY DWELLIN

Permit #:	2160295	Inside Town Limits	Yes
Issue date:	3/31/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	1316 KELLY ROAD	Total cost:	\$3,900.00
Owner's	DANNY & LUBY SAWYER	Owner's Phone:	919-772-3220
Contractor		Contractor's Phone:	
Type of Improvement:	Mechanical	Proposed Use	MECHANICAL REPLACEM

Permit #:	2160296	Inside Town Limits	Yes
Issue date:	3/31/2016	Census tract:	PIN#: 1619-88-6193
Lot#:	76	Subdivision:	GLENS AT BETHEL
PropAddress:	172 VALLEYCRUISE CIRCLE	Total cost:	\$50,000.00
Owner's	ROY & KATLIN TAYLOR	Owner's Phone:	919-819-4240
Contractor	RISING SUN POOLS INC	Contractor's Phone:	851-9700
Type of Improvement:	New Structure	Proposed Use	SWIMMING POOL

Permit #:	2160297	Inside Town Limits	No
Issue date:	3/31/2016	Census tract:	PIN#:
Lot#:		Subdivision:	N/A
PropAddress:	100 BUFFALOE ACRES LANE	Total cost:	\$500.00
Owner's	SEVENTY EAST ASSOCIATES	Owner's Phone:	919-772-6568
Contractor		Contractor's Phone:	
Type of Improvement:	Electrical	Proposed Use	ELECTRICAL SERVICE REC

Total Number of Permits on Repor 116
Total Construction Value \$3,724,934.67

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: April 19, 2016		
Subject: Town Hall Project Budget		
Location on Agenda: Reports		
Department: Administration		
Contact: Rodney Dickerson, Town Manager		
Presenter: Rodney Dickerson, Town Manager		
<p>Brief Summary:</p> <p>Staff has developed a Capital Project Budget form to use for the Town Hall project, and other capital projects, in response to Council's request at the April 4, 2016 meeting.</p> <p>Staff would like to get approval of the format of the project budget form and answer any questions about proposed funding sources.</p> <p>A final project budget and budget amendment will be presented at the May 2, 2016 meeting to allocate funds to the project budget.</p>		
<p>Recommended Motion and/or Requested Action:</p> <p>Approve format of the Capital Project Budget form and clarify any questions regarding proposed project funding.</p>		
<p>Detailed Notes:</p> 		
<p>Funding Source:</p>		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
<p>Manager's Comments and Recommendations:</p> <p>Receive report and approve format as a template for future projects.</p> 		
<p>Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/></p>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	JMH	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

DEVELOPMENT SERVICES MEMORANDUM

TO: Rodney Dickerson
Town Manager

FROM: John Hodges
Assistant Town Manager – Development Services

DATE: April 13, 2016

SUBJECT: Town Hall Project Budget Form

At the April 4, 2016 Council Meeting, Council members requested a comprehensive project budget for the Town Hall construction project. Staff has prepared the attached Capital Project Budget form that we propose to use for the Town Hall project and all other capital projects. The form is a one-page summary document. Additional details can be provided when needed.

We would like to get Council's feedback on the format of the budget form and answer any questions about the proposed funding sources for the project at the next Council meeting.

There are several points to note regarding the Funding section:

- The numbers in the Funding section in the column labeled **Revised October 2015** are the numbers Council reviewed after refined construction estimates were received in October 2015.
- The revenue source labeled **Bond Funds – 2010 Timber Drive Project** was reduced in the **Revised April 2016** column to equal the actual bid price for the off-site road improvements associated with the Town Hall project (Seventh Avenue and Aversboro Road).
- The revenue source labeled **Use of Reserve Funds** in that same column (highlighted in yellow) was revised to reflect the amount of funds needed from reserves assuming all costs in the Costs section are approved, including the Additional Project Costs.

Once we receive feedback from Council on the format of the project budget form, we will make any necessary updates and present the final budget at the May 2, 2016 meeting. At that time, a Budget Amendment will also be presented to allocate approved funding sources beyond the Town Hall bond proceeds to the Town Hall Project Budget.

Please let me know if you have any questions.

Town Hall

Town of Garner Capital Project Budget

COSTS	Construction Estimate	Updated Estimate / Bid	Total Expenditures	Notes
Construction				
Construction - Building and Site	7,037,645	6,235,300		Reflects bid price.
Construction - Add Alternate 1 - Parking Lot		129,308		Additional parking for library. Wake County will reimburse.
Construction - Add Alternate 2 - Generator		70,100		New generator instead of repurposing exiting generator.
Construction - Add Alternate 3 - Finishes		13,300		Upgrade finishes - base mouldings.
Contingency	250,000	250,000		
Off-Site Improvements - Aversboro and 7th	650,000	320,000		Road Improvements on Aversboro Road and 7th Avenue. Reflects bid price.
Other Construction Costs 1				
Other Construction Costs 2				
Total Construction Costs	7,937,645	7,018,008		
Administrative/Soft Costs				
Architectural Fees	628,000	628,000		Site/Civil Engineering, Architectural Services, Stuctural, Fire, PE&M, Cost Estimating
Other Professional Fees	102,000	102,000		Site Survey, Special Inspections, Permits and Fees, Printing
Furniture, Fixtures, and Equipment	240,000	240,000		Furnishings Allowance, Breakroom Equipment
AV, IT, and Security	200,000	200,000		Includes half of cost of new telephone system for Town Hall and Police.
Temporary Space Upfit	124,000	124,000		Upfit of 914 Building
Total Admin / Soft Costs	1,294,000	1,294,000		
Sustainable Design	70,000	70,000		
Other Soft Cost 1				
Other Soft Cost 2				
Total Soft Costs	1,364,000	1,364,000		
Additional Project Costs				
Telephone System		55,000		Half of cost of new telephone system for Town Hall and Police.
Construction Management - Professional		30,000		Annual cost of professional construction management contractor.
Construction Management - Documentation Services		12,000		MultiVista tool will photograph and archive construction process.
Town Hall Move Costs - Signage, AV Move		15,000		Costs associated with move that were not budgeted elsewhere.
Additional Project Costs 1				
Additional Project Costs 2				
Total Additional Project Costs	-	112,000		
Total COSTS	9,301,645	8,494,008		

FUNDING	Revised Oct 2015	Revised April 2016	Additional Revisions	Notes
Bond Funds				
Bond Proceeds	7,500,000	7,500,000		Sold March 2015
Bond Premium	420,686	420,686		Net proceeds from both bond sales after bond insnuance costs
Other				
Total Investment	7,920,686	7,920,686		
Town of Garner Funds				
General Fund - Building Purchase Savings	58,585	58,585		Left over from orignal 2012 transfer for building purchase
Bond Funds - 2010 Timber Drive Project	650,000	320,000		Reflects bid price.
Use of Reserve Funds	672,374	65,429		Need subject to change as projected costs are incurred.
Total Town Funds	1,380,959	444,014		
Other Funding				
Wake County - Reimbursement for Parking		129,308		Wake County will reimburse for additional parking lot to serve library
Other				
Total Other Funding	-	129,308		
Total FUNDING	9,301,645	8,494,008		

Notes
 Items highlighted in green have been finalized through bid, contract or other transactions.