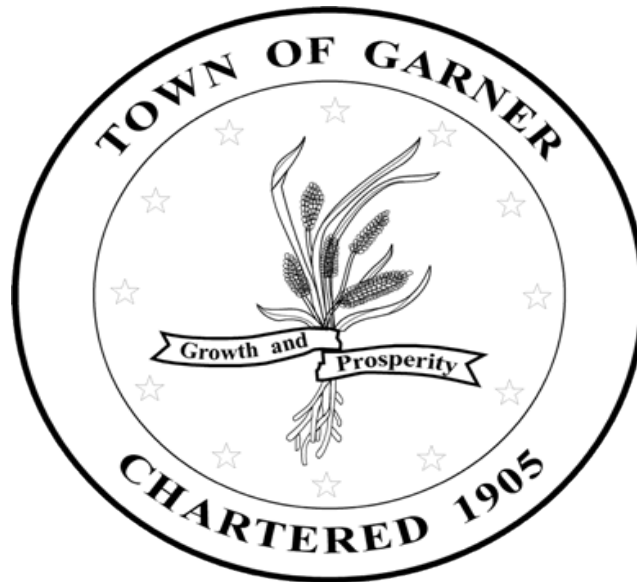


TOWN OF GARNER



TOWN COUNCIL MEETING

AUGUST 22, 2017
7:00 P.M.

Garner Town Hall
900 7th Avenue
Garner, NC 27529

**Town of Garner
Town Council Agenda
August 22, 2017**

*A reception for the 2017 James R. Stevens Service to Garner Award
Recipient will be held in the Town Hall Training Room at 5:30 p.m.*

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

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

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

- B. PLEDGE OF ALLEGIANCE: Council Member Ken Marshburn

- C. INVOCATION: Council Member Ken Marshburn

- 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. James R. Stevens Service to Garner Award Recipient, Richard Gulley Page 3
Presenter: Mayor Ronnie Williams

- G. CONSENT

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

1. Council Meeting Minutes Page 4
Presenter: Stella Gibson, Town Clerk

Adopt minutes from the March 28, 2017, July 18, 2017, July 25, 2017, and August 7, 2017 Council Meetings and closed session minutes from the March 28, 2017, July 18, 2017, and August 7, 2017 Council Meetings.

Action: Adopt Minutes

- 2. Agency Funding Approved in the FY 2017/2018 Budget Page 21
Presenter: Michael Gammon, Budget and Special Projects Manager

Following the adoption of the budget, agreements were prepared and forwarded to each of the agencies receiving appropriations this year. Once signed, returned, and approved the Town will make the payments to the organizations in accordance with the schedule set out in the agreement. The following agencies have returned fully executed agreements: Garner Civitan Club, Garner Towne Players, InterAct, Miss Garner Pageant.

Action: Authorize Execution of Agreements

- 3. Ordinance Amending FY 2017/2018 Operating Budget Page 35
Presenter: Pam Wortham, Finance Director

Request to utilize unappropriated fund balance of \$35,000 for costs of a downtown revitalization project for which we received grant funds during FY 2017, additional cost for the Comprehensive Plan contract that was not included in the purchase order, and to utilize unspent Main Street Facade funds from FY 2017.

Action: Adopt Ordinance (2017) 3869

H. PUBLIC HEARINGS

I. NEW/OLD BUSINESS

- 1. Bond Tracking Report Page 38
Presenter: Michael Gammon, Budget & Special Projects Manager

A brief overview will be provided regarding the status of the bond program, specifically changes and updates from the last report.

Action: No action; report only

J. COMMITTEE REPORTS

K. MANAGER REPORTS

- 1. garner info
- 2. Town Hall Updates
- 3. Finance Report
- 4. Garner Technology Site Environmental Report
- 5. Garner Recreation Center Update

L. ATTORNEY REPORTS

M. COUNCIL REPORTS

N. ADJOURNMENT

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: August 22, 2017		
Subject: James R. Stevens Service to Garner Award		
Location on Agenda: Presentations		
Department: Administration		
Contact: Stella Gibson, Town Clerk		
Presenter: Mayor Ronnie Williams		
Brief Summary: Recognize Richard Gulley as the recipient of the 2017 James R. Stevens Service to Garner Award.		
Recommended Motion and/or Requested Action: Recognition Only		
Detailed Notes: The James R. Stevens Award is to recognize those persons who have unselfishly rendered extraordinary service, donated untold hours, and made significant sacrifices over a period of years, for the betterment, improvement and progress of Garner, in the best tradition of public spirit demonstrated so vigorously by James R. Stevens. Mr. Stevens was a life-long resident of Garner who served his hometown in innumerable ways throughout his lifetime.		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: N/A		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	SG	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: August 22, 2017		
Subject: Approval of Council Minutes		
Location on Agenda: Consent		
Department: Administration		
Contact: Stella Gibson, Town Clerk		
Presenter: Stella Gibson, Town Clerk		
Brief Summary: Adopt minutes from the March 28, 2017, July 18, 2017, July 25, 2017, and August 7, 2017 Council Meetings and closed session minutes from the March 28, 2017, July 18, 2017, and August 7, 2017 Council Meetings.		
Recommended Motion and/or Requested Action: Adopt Minutes		
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: N/A		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	SG	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

**Garner Town Council
Council Work Session Minutes
March 28, 2017**

The Garner Town Council met in a Work Session at 6:00 p.m. on Tuesday, March 28, 2017 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 6:00 p.m.

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

Staff Present: Rodney Dickerson-Town Manager, John Hodges-Asst. Town Manager-Development Services, Matt Roylance-Asst. Town Manager-Operations, Rick Mercier-Communications Manager, Sonya Shaw-PRCR Director, Rob Smith-Asst. PRCR Director, William E. Anderson-Town Attorney, Debbie Dunn-Cultural Arts and Events Manager, Mari Howe-Downtown Development Manager, Lt. Mike McIver-Police Department and Rebecca Schlichter-Deputy Town Clerk.

ADOPTION OF AGENDA

Rodney Dickerson requested to add an item reviewing the 2017 Legislative Agenda.

Action: Agenda revised to include this item

Motion: Singleton
Second: Behringer
Vote: Unanimous

REPORTS/DISCUSSION

South Garner Greenway Extension Project Update

Presenter: John Hodges, Assistant Town Manager – Development Services

Mr. Hodges presented an update on preliminary designs for the South Garner Greenway that were developed and reviewed by Council in November 2015; Council identified their preferred option which had a cost estimate of just over \$1.3 million, making the project approximately \$500,000 over allocated funding.

Town of Garner was notified that additional funding of \$245,828 would be received from Wake County through their Open Space program to help fund the project. This project had been on hold until additional funding sources could be pursued. The next step in this process will be negotiating an agreement with Wake County for the pledged funding.

Council discussed next steps and felt it was important to select an engineer to review the preliminary design and request a cost estimate prior to awarding a contract for full design. It was also discussed that since significant time has passed since stake holders were engaged regarding additional funding and design of the project, those discussions should also be revisited.

Action: Council consensus to select engineer for preliminary design and cost estimate.

PRCR Reorganization of Cultural Arts and Events Team

Presenter: Sonya Shaw, PRCR Director

Ms. Shaw reviewed the proposed reorganization of PRCR's Cultural Arts and Events Team to increase the operation and efficiency of the team.

A change was requested to upgrade the Theatre Services Coordinator position (Grade 21) to Theater and Marketing Supervisor (Grade 23). In the past, the position has been responsible for coordinating facility rentals and technical needs of all theater events and rentals, reporting facility maintenance needs, assisting Theatre Manager with Performance Series which includes marketing duties, print media ads, GPAC program guide, postcards, website and social media outlets. New duties will include supervising the Marketing Coordinator who will be responsible for these same marketing efforts for other department programming teams, working with programming partners and managing E-tix for box office ticket sales. Costs for the requested change are approximately \$2,400 will be covered with existing year lapse salary.

Additional Arts and Events programming team changes include revising and updating job descriptions and titles for the Events and Box Office Coordinator (Grade 21) and Marketing and Events Coordinator (Grade 21). In years prior, special event responsibilities were spread between these two positions. Due to the growing nature of smaller events and E-tix technology programs to manage GPAC ticket sales, the new positions reflect a complete division of marketing and special event duties. The Events and Box Office Coordinator has become the Events Coordinator and the Marketing and Events Coordinator has become the Marketing Coordinator (Grade 21).

Action: Place on future Council Agenda

Wake County Transit Work Plan and Draft Master Participation Agreement

Presenter: John Hodges, Assistant Town Manager – Development Services

Mr. Hodges presented the Wake County Transit Plan and funding to support the implementation as approved by voters. The Transit Planning Advisory Committee (TPAC) has been working to develop the technical details to implement the plan. Mr. Hodges reviewed the Draft Master Participation Agreement and the Wake County Transit Work Plan documents from TPAC.

Master Participation Agreement

This agreement regulates the methods and engagement for agencies that may use a part of the Wake County Tax Revenue. Any local government within Wake County that plans to benefit from these revenues must be a party to the agreement. For Garner, this participation would be in the form of the proposed Community Funding Area Program that would allow municipalities to leverage matching funds to develop and oversee operation of community-based local transit services.

The agreement has been reviewed by staff who represent Garner on the TPAC and by Town Attorney Bill Anderson. The draft agreement, version 11, may have slight modifications made prior to becoming the final version. To allow ample time for Council review and comment, Mr. Hodges presented the draft and will submit the final version for Council adoption after complete.

Wake County Transit Work Plan

The TAPC has also released a draft version of the Wake County Transit Work Plan that will guide efforts of staff, partner agencies and consultants for FY 2018. Staff participated in the development of the work plan through its involvement with the TPAC and was satisfied with the direction.

GoTriangle is currently holding a series of public meetings to get input on the work plan. Eight meetings are scheduled across Wake County between March 20 and March 30. Staff will present an overview at the Work Session.

Action: No Action; Presentation only

2017 Legislative Agenda

Presenter: Rodney Dickerson, Town Manager

Mr. Dickerson reviewed items for the Town of Garner 2017 Legislative Agenda.

Action: No Action; Presentation only

MANAGER REPORTS

- Reported that a calendar was distributed for April.
- Reported two public meeting sessions for Garner Forward have been added, April 4 and April 17.

COUNCIL REPORTS

Council Member Marshburn

- Reported a meeting is being held at Wake Baptist Grove Church on March 29th at 6:00 p.m. to discuss Forest Hills Apartments.
- Reported receiving EPA scams in the mail.

Mayor Pro Tem Behringer

- Requested that flowers be planted at the Historic Downtown Garner signs. Mr. Hodges reported that those will be included in the spring plants in the second week of April.

Council Member Johns

- Reported the lights were out under the railroad bridge on Benson Road.

Council Member Singleton

- Reported that the Forest Hills residents vacate date has been extended until June.

Council Member Kennedy

- Reported that the Public Works Committee met and discussed the future use of 914 7th Avenue and 400 Aversboro Road. Police Athletic/Activities League and Garner Volunteer Fire-Rescue gave presentations.

CLOSED SESSION

Pursuant to N.C. General Statutes Section 143-318.11 (a) (6) "to discuss the qualifications, competence, performance, character, fitness, or conditions of appointment of an individual public officer or employee."

RETURN TO REGULAR SESSION AND ADJOURNMENT: 9:37 p.m.

**Town of Garner
Town Council Meeting Minutes
July 18, 2017**

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, Mayor Pro Tem Kathy Behringer, Council Member Buck Kennedy, Council Member Ken Marshburn, Council Member Singleton. Council Member Jackie Johns was absent.

Staff Present: John Hodges-Asst. Town Manager-Development Services, Matt Roylance-Asst. Town Manager-Operations, Mari Howe-Downtown Development Manager, Michael Gammon-Budget & Special Projects Manager, Tony Chalk-Town Engineer, Jeff Triezenberg-Planning Director, Rick Mercier-Communications Manager, William E. Anderson-Town Attorney, and Stella Gibson-Town Clerk.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Kathy Behringer

INVOCATION: Mayor Pro Tem Kathy Behringer

PETITIONS AND COMMENTS

ADOPTION OF AGENDA

Motion: Marshburn
Second: Behringer
Vote: Unanimous

PRESENTATIONS

Council Member Marshburn acknowledged the newly appointed Board and Committee members present: Spence Cardwell–Veterans Advisory, Willis McKoy–Veterans Advisory, Ernestine Durham–PRCR, Amara Williams Jones-Board of Adjustment, Herbetina Johnson-Senior Citizens, Vira Hogan–Planning Commission, Jonathan Blasco-Planning Commission, Francis Liles-Senior Citizens, Anita Powell–Board of Adjustment

Ms. Howe presented the GRA’s 2017 Mainstreet Accreditation Certificate.

CONSENT

Council Meeting Minutes

Presenter: Stella Gibson, Town Clerk

Adopt minutes from the June 27, 2017 Work Session and the July 6, 2017 Council Meeting.

Action: Adopt Minutes

Resolution to Establish 2018 Employee Holiday Schedule

Presenter: Stella Gibson, Town Clerk

This Resolution sets forth the Town of Garner employee holidays for 2018.

Action: Adopt Resolution (2017) 2326

Motion: Singleton
Second: Marshburn
Vote: Unanimous

PUBLIC HEARINGS

UDO-17-01, Corrections and Clarifications

Presenter: Jeff Triezenberg, Planning Director

Mayor Williams opened the public hearing and asked Mr. Triezenberg to present the staff report.

Mr. Triezenberg stated the Town of Garner Planning Department is requesting a change to amend the Garner Unified Development Ordinance to correct and clarify conflicting and/or duplicate language, changes in terminology or clarify long-standing interpretations. In addition some corrections to the use table are needed to fix errors in items that were carried forward during the last UDO update process.

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

Action: Refer to Planning Commission

NEW/OLD BUSINESS

COMMITTEE REPORTS

MANAGER REPORTS

- Garner Info
- Building & Permit Report
- Finance Report
- Reminded Council the Connect Conference will be held on August 10
- Advised a request was received to utilize the Police Department Training Room to allow legal aid to meet with the residents of the Forest Hills apartment complex on Thursday at 6:00 p.m
- Advised the owner of the property on Lawndale where the water issue occurred will be piping the water to a different portion of the site to alleviate water being displaced to neighbors.

- Town Hall Updates – as of late this afternoon staff is scheduled to move into Town Hall on Thursday and open for business on Friday. Council consensus to delay the grand opening until the scheduled paving at 5th Avenue and 7th Avenue is complete.

COUNCIL REPORTS

Council Member Kennedy asked about removing the Y-split at Aversboro and 7th Avenue. Mr. Chalk advised this area contained a floodway that would be difficult to fill-in and additional permits would be required. Staff has reached out to NCDOT to ask them to allow the Town to place plantings in the area.

Council Member Singleton asked about if there was a resolution to the brightness of the Town Hall exterior lights. Mr. Chalk stated no resolution had been reached at this time.

Mr. Marshburn stated he was impressed with interior lighting in the Council Chambers.

Council Member Kennedy requested to be absent for next week's Work Session and thanked the Police Department for the use of their space while Town Hall was under construction.

Council Member Singleton asked for an update on the completion of the Rec Center. Mr. Hodges advised the estimated the project should be complete in the May/June 2018 time frame.

Mayor Pro Tem Behringer asked for a status of the empty house at the corner of Yeargan Road and West Garner Road where the fence had fallen down. It was her understanding the property was going to be sold at the end of June and the new owners were going to clean it up. Mr. Hodges advised staff was working through a plan with owner to demolish the front structures and rehabilitate the back structure.

Mayor Pro Tem Behringer also stated the need for a Law & Finance Committee meeting to revisit the Town's policies related to code enforcement. Staff will bring this matter to the August Work Session.

Mr. Hodges stated the concrete pad at Garner Rec Park was scheduled to be re-poured tomorrow morning and as landscaping was not included in the budget for this project, staff will provide information at the next Work Session regarding landscaping, fencing along the road frontage and side. Council expressed their frustration with the progress of the project.

Council Member Marshburn asked that an update on the Google Fiber project at a future meeting. Council Member Kennedy asked that when Council members attend meetings with Triangle J, CAMPO, etc. that they report to Council at the next meeting.

CLOSED SESSION

Motion: Singleton
Second: Kennedy
Vote: Unanimous

RETURN TO REGULAR SESSION AND ADJOURNMENT: 8:11 p.m.

**Garner Town Council
Council Work Session Minutes
July 25, 2017**

The Council met in a Work Session at 6:00 p.m. on Tuesday, July 25, 2017 in the Garner Police Department Training Room located at 912 7th Avenue.

CALL MEETING TO ORDER/ROLL CALL

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

Staff Present: Rodney Dickerson-Town Manager, John Hodges-Asst. Town Manager-Development Services, Tony Chalk-Town Engineer, Pam Wortham-Finance Director, Sonya Shaw-PRCR Director, William E. Anderson-Town Attorney, and Rebecca Schlichter-Deputy Town Clerk.

ADOPTION OF AGENDA

Mr. Dickerson requested to add discussion of Early Voting and Town Hall finishes.

Motion: Marshburn
Second: Behringer
Vote: Unanimous

REPORTS/DISCUSSION

Garner Rec Park Shelter Budget

Presenter: Matt Roylance, Assistant Town Manager – Operations

Mr. Roylance provided a progress report on the shelter construction. The slope has been re-poured and after the first rain there was no puddling. The parking lot improvements and working on the gutters should be completed in the next few weeks. The tables, trash can and grill have been ordered.

Mr. Roylance reviewed the fencing options and Council consensus to move forward with the decorative fencing along Garner Road and the chain link on the interior for a cost of \$6,000.

Estimated budget - \$88,325

Actual budget

- Construction - \$86,000
- Amenities - \$10,123
- Fencing - \$6,000
- Design - \$3,000
- Landscaping – TBD

Mr. Roylance provided funding options for the approximately \$20,000 over the estimated budget. Council consensus to use the \$10,000 balance in the Park Equipment Reserve and take the remainder of approximately \$10,000 from the Park Development Fund.

Mayor Pro Tem Behringer requested a ribbon cutting upon completion of the project.

Action: Place budget amendment on future Council agenda

Vandora Springs Road/Spring Road Sidewalk Project

Presenter: Tony Chalk, Town Engineer

Mr. Chalk presented the sidewalk projects along Vandora Springs Road and Spring Road. Installing curb and gutter along Vandora Springs Road from Timber Drive to Tiffany Circle and along Vandora Springs Road from Spring Drive to St. Mary Church property. There will need to be some pavement widening done in both areas which would require a NCDOT overlay.

Action: Council consensus to place amendment of engineer's design work and amended project budget on future agenda

Town Hall underground utilities

Presenter: Tony Chalk, Town Engineer

Staff has solicited quotes from the utility companies that have overhead lines running along Aversboro Road at the Town Hall site. Duke Energy's estimated cost is \$341,000, AT&T's estimate is \$146,000. At this time, the Town has not received a quote from Spectrum (Time Warner Cable) but would expect their work to be substantially less than either of the others.

Action: Council consensus to use Timber Drive capital project funds, Highway 70 White Oak Project funds, Street and sidewalk bonds and any contingency from Town Hall Budget if they qualify. Place budget amendment on future Council agenda

COUNCIL REPORTS

Council Member Marshburn

- Thanked Police Department for use of their building as our next meeting will be at 900 7th Avenue.
- Reported Council Member Singleton and Council Member Behringer were the only candidates to file for candidacy in the next election.

Mayor Pro Tem Behringer

- The house at the corner of Yeargan Road and West Garner Road is deteriorating and the sale has not closed. Mr. Hodges reported that the sale has not gone through and that Mr. Beasley is moving forward with condemnation process.

MANAGER REPORTS

Asked Council if they wanted to participate in Early Voting for the November 2017 election. Council consensus to offer early voting for at least 2 days.

Mayor Williams recessed meeting at 6:50 and reconvened in the Council Chambers at 900 7th Avenue.

Reconvened in Council Chambers at 7:02 p.m.

Council toured the building with architects and agreed to add wood panels on the back wall of Council Chambers, at finance bill pay windows, in the reception area and registration area to cover cinder blocks.

ADJOURNMENT: 7:18 p.m.

Motion: Singleton
Second: Behringer
Vote: Unanimous

**Town of Garner
Town Council Meeting Minutes
August 7, 2017**

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

CALL MEETING TO ORDER/ROLL CALL:

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

Staff Present: Rodney Dickerson-Town Manager, John Hodges-Asst. Town Manager-Development Services, Matt Roylance-Asst. Town Manager-Operations, Pam Wortham-Finance Director, Rick Mercier-Communications Manager, Joe Stallings- Economic Development Director, Jeff Triezenberg- Planning Director, David Bamford-Senior Planner, Jenny Saldi-Senior Planner, Forrest Jones-Public Works Director, Tyson Langdon-Assistant Public Works Director, William E. Anderson-Town Attorney, Paul Caldwell-Sergeant and Rebecca Schlichter-Deputy Town Clerk.

PLEDGE OF ALLEGIANCE: Council Member Buck Kennedy

INVOCATION: Council Member Buck Kennedy

PETITIONS AND COMMENTS

ADOPTION OF AGENDA

PRESENTATIONS

CONSENT

Agency Funding Approved in the FY 2017/2018 Budget

Presenter: Michael Gammon, Budget and Special Projects Manager

Following the adoption of the budget, agreements were prepared and forwarded to each of the agencies receiving appropriations this year. Once signed, returned, and approved the Town will make the payments to the organizations in accordance with the schedule set out in the agreement. The following agencies have returned fully executed agreements: PAAL, Garner Baseball, Inc., and Community of Hope.

Action: Authorize Execution of Agreements

Ordinance Amending FY2017/2018 Operating Budget

Presenter: Pam Wortham, Finance Director

Budget amendment to rollover purchase orders still open on June 30, 2017. These are items or services ordered prior to June 30 but not received or delivered before this date. This is standard procedure to officially recognize these items as part of the next year's budget, and are accounted for through the assigned fund balance category that sets money aside for these planned expenditures.

Action: Adopt Ordinance (2017) 3866

New Bethel Church Road Speed Limit Ordinance

Presenter: Tony Chalk, Town Engineer

Per recent conversations with the Division Traffic Engineers office, NCDOT is proposing to lower the speed limit on New Bethel Church Road from Clifford Road to NC Highway 50 to 45 mph. NCDOT requires a concurring ordinance reflecting the proposed 45 mph speed limit from the Town for the parts of New Bethel Church Road that are in the Town limits.

Action: Adopt Ordinance (2017) 3867

Resolution to Surplus Service Weapon and Badge of Officer Barbara Caquias

Presenter: Brandon Zuidema, Police Chief

Recognize service weapon and badge of Officer Barbara Caquias as disposable property so that it can be awarded to her in recognition of her retirement from the Town after 8 years and 7 months of service.

Action: Adopt Resolution (2017) 2327

Underground Utilities at Town Hall

Presenter: Tony Chalk, Town Engineer

Authorize Engineering and Manager's offices to execute contracts for underground utility work by AT&T and Duke Energy on Aversboro Road as part of the Town Hall Project.

Action: Authorize Execution of Agreements

Annexation Petitions ANX-17-04, 902 Purser Drive

Presenter: David Bamford, Planning Services Manager

Resolution to set public hearing for contiguous annexation of 1.399 acres located at 902 Purser Drive. The site is vacant/undeveloped. Council recently approved the right-of-way closing along this property.

Action: Adopt Resolution (2017) 2328

Annexation Petitions ANX-17-05, Evolve Timber Creek

Presenter: David Bamford, Planning Services Manager

Resolution to set public hearing for contiguous annexation of 21.399 acres for Evolve Timber Creek located on Benson Road. This is an apartment development that was approved by Council on October 3, 2016.

Action: Adopt Resolution (2017) 2329

Motion: Singleton

Second: Behringer

Vote: Unanimous

PUBLIC HEARINGS

Special Use Permit SUP-SP-17-04, Best Western

Presenter: Jenny Saldi, Senior Planner

Mayor Williams stated this request was a quasi-judicial hearing to consider a special use permit and asked the Town Attorney to explain the procedures to be followed during the hearing. The Clerk administered the Affirmation of Oath to the following: Jenny Saldi and Jim Clark.

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

SAI Developers Inc requested a Special Use Permit for the addition of more rooms at the Best Western Plus hotel located at 1595 Mechanical Boulevard. The Planning Commission reviewed this request at their July 10, 2017 meeting and recommended approval.

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

Action: Approve Special Use Permit SUP-SP-17-04 with 2 site specific conditions;

- 1) A reduction in the southwest buffer from 15 feet to 5 feet has been granted in accordance with Section 7.1P.2.
- 2) An alternative design of parking spaces reducing the stall width from 9 feet to 8.5 feet has been granted based on the recommended stall widths in the ITE (Institute of Transportation Engineers) manual in accordance with Section 7.4D.3.

Motion: Kennedy
Second: Singleton
Vote: Unanimous

Comprehensive Growth Plan Amendments Case Numbers: CGP-17-01 and CGP-17-02

Presenter: David Bamford, Senior Planner

Mr. Bamford reported that the property owners wish to change the long-range plan's future land use designation from "2-Mile Community Secondary Residential" to "Employment Center." The properties are located at 525 & 545 US Highway 70 E. Both properties are zoned commercial. The owners wish to file these plan amendment applications in advance of a forthcoming development plan so that the future proposal will be in compliance with the Town's long-range plan. While the new Plan update (Garner Forward) is underway, the owners wish to proceed now and not wait for the adoption of the new plan. The Planning Commission reviewed these applications at their July 10, 2017 meeting and recommended approval.

Action: Approve Comprehensive Growth Plan Amendment Case Numbers CGP-17-01 and CGP-17-02

Motion: Singleton
Second: Marshburn
Vote: Unanimous

NEW/OLD BUSINESS

Recreation Center Construction Update

Presenter: Tony Chalk, Town Engineer

Mr. Don Lee and Mr. Michael Splawn of Clark Patterson Lee architects updated the Recreation Center construction progress. Mr. Lee reported several delays once mobilization started including weather and which pond to build first (decided to build both ponds). An undocumented gas line was discovered and two junction boxes. Mr. Lee said it is the worst beginning of a project he has ever been involved in. Since April 3rd momentum is building and 85% of the submittals have been approved. Mr. Lee believes we are on track for an April 5, 2018 projected completion and the contractor is doing a good job.

Council expressed concern with the lack of personnel on the job site and the weeks at a time where no work was being completed.

Action: Presentation Only

Custodial Contract

Presenter: Forrest Jones, Public Works Director

Mr. Jones reported bids were received and opened for the Town of Garner's custodial service for all Town facilities. A total of 5 bids were received. Each were evaluated and staff determined the second lowest bidder, Environmental Control Triangle had the most responsible bid and met bid specifications. This contract is valid for 3 years with options to renew for an additional 2-year period.

Action: Authorize Execution of Contract to Environmental Control Triangle for \$122,190/yr.

Motion: Marshburn
Second: Johns
Vote: Unanimous

Brunch Bill – Modifying Sale of Alcohol on Sunday

Presenter: Bill Anderson, Town Attorney

The North Carolina General Assembly has recently amended various laws relating to sale of beers, wines and spirituous liquors, in Session Law 2017-87, Senate Bill 155, amending Chapter 18B, Chapter 153A, and Chapter 160A of the General Statutes, including Section 160A-205.3, known as the "Brunch Bill," which reads as follows: "In accordance with GS 18B-1004 (c), a city may adopt an ordinance for the sale of malt beverages, unfortified wine, fortified wine and mixed beverages beginning at 10:00 A.M. on Sunday pursuant to the licensed premises' permit issued under G. S. 18B-1001."

Council discussed the benefits and negatives of adopting the Brunch Bill.

Action: Adopt Ordinance 2017(3868)

Motion: Singleton
Second: Behringer
Vote: Unanimous

Public Works Re-Organization

Presenter: Forrest Jones, Public Works Director

Mr. Jones reviewed the request to hire a Facilities Supervisor, Fleet Supervisor, and a Supplemental Administrative Support Specialist. This will be done through eliminating the Services Superintendent position and converting one of the full-time Administrative Support Specialists to supplemental.

Action: Authorize Re-Organization and Staffing Changes

Motion: Singleton
Second: Behringer
Vote: Unanimous

COMMITTEE REPORTS

MANAGER REPORTS

1. Garner info
2. Town Hall Updates
-Council approved cost estimate of wood panels to be added on wall behind dais.

ATTORNEY REPORTS

Mr. Anderson requested to add the following items to the closed session agenda.

- N.C. General Statutes 143-318-11(a)(3) "to discuss litigation and specifically the case of CDI v. Town of Garner and ADW Architects. 16.CVS.15666"
- N.C. General Statutes 143-318.11(a)(3) "to discuss litigation and specifically the civil action captioned Town of Garner v Jones Mitchell and Natalie Mitchell, 16-CVS-014235"
- N.C. General Statutes 143-318.11(a)(3) "to discuss litigation and specifically the civil action captioned Town of Garner v Jones Mitchell and Natalie Mitchell, 17-CR-203239"

COUNCIL REPORTS

Marshburn

- Reported the utility pole lights on Aversboro road still aren't working.
- Requested information on the retention pond being built at Lake Benson Park. Mr. Chalk reported the parking is in, landscaping will be done shortly and the pond will be 6 inches deep.
- Thanked the citizens of Garner for the new building.

Behringer

- Requested an update on the house on the corner of Yeargan Road. Mr. Hodges reported that staff has begun action and a hearing is set for August 25th.

Johns

- Thanked the Board Members and staff for support while he was out.
- Was thankful as this is the 2nd new building in Garner he has been able to be a part of.

Singleton

- Reported the Town Flag looks nice in front of building.
- Wood paneling will be added in Council Chambers and a few areas in the Town Hall entrance area.

Kennedy

- Requested a Thompson Road sidewalk update. Mr. Chalk reported pipe insulation underground has been installed.
- Reported elected officials can take a lot of pride in the new facility as it is very elegant and an excellent design.
- Quoted Winston Churchill that we shape our buildings and then our buildings shape us.

CLOSED SESSION

Pursuant to N.C. General Statutes 143-318.11(a)(3) “to discuss litigation and specifically the civil action captioned Tart Custom Homes, Inc. v Town of Garner, 17-CVS-07886”, N.C. General Statutes 143-318-11)(a)(3) “to discuss litigation and specifically the case of CDI v. Town of Garner and ADW Architects. 16.CVS.15666”, N.C. General Statutes 143-318.11(a)(3) “to discuss litigation and specifically the civil action captioned Town of Garner v Jones Mitchell and Natalie Mitchell, 16-CVS-014235”, N.C. General Statutes 143-318.11(a)(3) “to discuss litigation and specifically the civil action captioned Town of Garner v Jones Mitchell and Natalie Mitchell, 17-CR-203239” and N.C. General Statutes 143-318.11(a)(5) “to discuss possible real estate acquisition and the Town’s negotiating position regarding such real estate.”

RETURN TO REGULAR SESSION AND ADJOURNMENT: 9:53 p.m.

Motion: Kennedy
Second: Behringer
Vote: Unanimous

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: August 22, 2017		
Subject: Agency Funding/Programming Partners Agreements Approved in the FY 2017-18 Budget		
Location on Agenda: Consent		
Department: Town Manager's Office; Town Clerk's Office		
Contact: Michael Gammon or Stella Gibson		
Presenter: Michael Gammon, Budget and Special Projects Manager		
Brief Summary: Following budget adoption, agreements were prepared and forwarded to each of the agencies receiving appropriations this year. Once approved, the Town will make payment to the organizations in accordance with the schedule set out in each agreement. Agreements have been executed and returned by Miss Garner Pageant, Garner Civitan Club, Garner Towne Players, and InterAct Family Violence Prevention Center.		
Recommended Motion and/or Requested Action: Authorize Execution of Agreements.		
Detailed Notes: Agreements are included in the agenda.		
Funding Source: FY 2017-18 General Fund Budget		
Cost: \$51,899	One Time: <input checked="" type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: N/A		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MG	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

AGREEMENT BETWEEN THE GARNER CIVITAN CLUB
AND THE TOWN OF GARNER

NORTH CAROLINA
WAKE COUNTY

This grant agreement is made and entered into this 2nd day of August, 2017, by and between the Town of Garner, a municipal corporation of the State of North Carolina, hereinafter called the Town, and the Garner Civitan Club, a non-profit community agency which operates youth football and cheerleader programs in Garner, hereinafter called the Grantee.

W I T N E S S E T H:

In consideration of the mutual promises hereinafter contained, the Town and the Grantee agree as follows:

1. TERM OF AGREEMENT. This agreement shall be in effect for the grant period of July 1, 2017 through June 30, 2018.
2. RESPONSIBILITIES - GRANTEE. For the duration of this agreement, the Garner Civitan Club shall:
 - A. Make available to residents of the Town of Garner all of the Grantee's football and cheerleader programs for youth ages 5 to 15.
 - B. Accurately complete and submit to the Town of Garner a summary of the organization's activities within three months of the close of the Grantee's fiscal year.
 - C. Maintain and report an accurate number of total participants of programs with addresses.
3. RESPONSIBILITIES - TOWN For the duration of this agreement, the Town shall:
 - A. Pay the electrical utility bills for lighting the playing fields at Thompson Road Park.
 - B. Pay for the rental of portable toilets at Thompson Road Park.
4. INDEMNIFICATION. To the maximum extent allowed by law, the Grantee shall indemnify and save harmless the Town and its officers, officials, agents, and employees from and against all claims, judgments, costs, expenses, including reasonable attorney's fees, which arise in any manner from or as a result of performance of this grant agreement by, or the acts or omissions of, the Grantee or the Grantee's officers, officials, agents, or employees.
5. ACCOUNTING/USE OF APPROPRIATION. The Garner Civitan Club agrees not to spend this appropriation from the Town, or any part thereof, for any purpose other than for the intended purpose of operating youth football and cheerleading programs in Garner.

In order to verify compliance with this provision, the Grantee shall provide to the Town, within three months after the close of the Town's fiscal year, a true and accurate accounting of the actual expenditures of the Town's appropriation to the Grantee for the fiscal year just completed including, for the purpose of determining excess reserves, a Cash Position Report reflecting its cash position as of June 30 of the fiscal year that just completed in which the Grantee received Town funding. The Grantee must account for all appropriations from the Town which remains unused as of June 30 of the fiscal year just completed.

6. INSURANCE. Grantee shall maintain general liability insurance applicable to performance of this grant agreement and shall name the Town as an additional insured on the policy with respect to claims arising out of this grant agreement. A certificate evidencing this insurance shall be submitted to Town prior to execution of this agreement. Insurance shall be in minimum limits of \$1,000,000 (combined single limit for bodily injury and property damage liability) and shall be maintained in force for the term of the agreement.

7. PAYMENT FOR SERVICES. Upon execution of this agreement by both parties, the Town shall make a payment of \$13,200.00 in one lump sum under its standard schedule for issuing checks.

It is acknowledged that in addition to this grant, the Town provides support by providing electrical utilities (\$1,894.00), contract maintenance (\$2,000.00) and school access fees at Garner Magnet High School (\$4,655.00) totaling \$8,144.00 for this agency. The total Town contribution to this agency is \$21,749.00.

8. ACCESS FEES. The grantee must follow the below listed procedures when applying for access to facilities for which the Town has agreed to assist with payment:

- a. Grantee must complete a WCPSS Form 2900 listing the grantee organization name in the primary contact blank and the Town of Garner in the secondary contact blank.
- b. Grantee will be responsible for negotiating with the school and the WCPSS Community Schools Office any requests for in-kind credit. They must attach a WCPSS Field/Facilities Modification Form to their Form 2900.
- c. Community Schools Office will submit duplicate invoices to the grantee and the Town of Garner.
- d. The Town of Garner has budgeted \$4,655.00 for Grantee, which is included in the support figure listed in Section 7. Access fees greater than the budgeted amount are the sole responsibility of the Grantee.

9. FEES CHARGED TOWN OF GARNER RESIDENTS. Grantee shall establish participation fees for non-residents of the Town of Garner which are thirty percent (30%) higher than the participation fees charged to Town of Garner residents. The maximum difference between the fees required by this Agreement is \$25.00.

10. ACKNOWLEDGEMENT OF TOWN SUPPORT. Grantee shall include the following acknowledgement of Town of Garner support on all publicity and promotional materials distributed by Grantee. "This recreational program is supported by a grant from the Town of Garner."

11. NON-DISCRIMINATION ASSURANCES. It is specifically agreed as part of the consideration of the signing of this contract that the parties hereto, their agents, officials, employees or servants will not discriminate in any manner on the basis of age, handicap, sex, race, color, creed, sexual orientation or national origin with reference to the subject of this contract, no matter how remote.

This provision shall be binding on the successors and assigns of the parties hereto with reference to the subject matter of this contract.

12. FIDELITY. Grantee covenants that all information provided, all statements and representations made on its application for funds made by this contract are true. The Town may terminate this contract for any inaccuracy or misrepresentation in said application.

IN WITNESS WHEREOF the Town of Garner has caused this agreement to be signed in its name by its Town Manager and attested by its Clerk, and the Garner Civitan Club has caused this agreement to be signed in its name by its officers.

TOWN OF GARNER

Town Manager

Attest:

Town Clerk

GARNER CIVITAN CLUB

[Signature]

Title: *Treasurer*

Attest:
[Signature]
Board Member

Title:

* * * * *

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act on this ____ day of _____, 2017

Pam Wortham, Finance Director

CASH POSITION STATEMENT
FOR THE YEAR ENDED
JUNE 30, 2017

Section 1: Agency's Annual Change in Cash Position


Total Cash (all sources) on hand June 30, 2016	\$ <u>71,099.88</u>
Total Cash (all sources) on hand June 30, 2017	<u>67,762.63</u>
Increase or (decrease) in cash	\$ <u><u>(3,337.25)</u></u>

Section 2: Determination of Unexpended Town Funds

Town of Garner Funds Received by the Agency from 7/1/16 to 6/30/17	\$ <u>13,200.00</u>
Town of Garner Funds Disbursed by the Agency from 7/1/16 to 6/30/17	<u>\$ 13,200.00</u>
Balance - Town of Garner Funds 6/30/17*	\$ <u>0</u>

* Explanation of any unexpended Town of Garner Funds:

N/A

 BENJAMIN ZINSMAN
 Signature
Treasurer
 Title
CIVILIAN / POB WIENER
 Agency
PO BOX 205 GARNER, NC 27529
 Address
919 291 2486
 Telephone
8/2/17
 Date

AGREEMENT BETWEEN THE TOWNE PLAYERS OF GARNER
AND THE TOWN OF GARNER

NORTH CAROLINA
WAKE COUNTY

This grant agreement is made and entered into this 15th day of July, 2017, by and between the Town of Garner, a municipal corporation of the State of North Carolina, hereinafter called the Town, and the Towne Players of Garner, a non-profit community agency which serves to provide community theater hereinafter called the Grantee.

W I T N E S S E T H:

In consideration of the mutual promises hereinafter contained, the Town and the Grantee agree as follows:

1. TERM OF AGREEMENT. This agreement shall be in effect for the grant period of July 1, 2017 through June 30, 2018.
2. RESPONSIBILITIES - GRANTEE. For the duration of this agreement, the Town Players of Garner shall:
 - A. Make available to residents of the Town of Garner all of the Grantee's programs.
 - B. Accurately complete and submit to the Town of Garner a summary of the organization's activities within three months of the close of the Grantee's fiscal year.
3. INDEMNIFICATION. To the maximum extent allowed by law, the Grantee shall indemnify and save harmless the Town and its officers, officials, agents, and employees from and against all claims, judgments, costs, expenses, including reasonable attorney's fees, which arise in any manner from or as a result of performance of this grant agreement by, or the acts or omissions of, the Grantee or the Grantee's officers, officials, agents, or employees.
4. PAYMENT FOR SERVICES. Upon execution of this agreement by both parties, the Town shall make a payment of \$23,650 in one lump sum under its standard schedule for issuing checks. Further GRANTEE must submit receipts for the use of Town of Garner Facilities in the amount of \$20,000 during the fiscal year.
5. ACCOUNTING/USE OF APPROPRIATION. The Towne Players of Garner agrees not to spend this appropriation from the Town, or any part thereof, for any purpose other than for the express purpose of promoting the arts in Garner.

In order to verify compliance with this provision, the Grantee shall provide to the Town, within three months after the close of the Town's fiscal year, a true and accurate accounting of the actual expenditures of the Town's appropriation to the Grantee for the fiscal year just completed including, for the purpose of determining excess reserves, a Cash Position Report reflecting its cash position as of June 30 of the fiscal year just completed in which the Grantee received Town funding. Grantee must account for all appropriations from the Town which remains unused by the Grantee as of June 30 of the fiscal year just completed.

6. NON-DISCRIMINATION ASSURANCES. It is specifically agreed as part of the consideration of the signing of this Contract that the parties hereto, their agents, officials, employees or servants will not discriminate in any manner on the basis of age, handicap, sex, race, color, creed, sexual orientation or national origin with reference to the subject of this Contract, no matter how remote.

This provision shall be binding on the successors and assigns of the parties hereto with reference to the subject matter of this Contract.

- 7. FIDELITY. Grantee covenants that all information provided, all statements and representations made on its application for funds made by this Contract are true. The Town may terminate this Contract for any inaccuracy or misrepresentation in said application.

IN WITNESS WHEREOF the Town of Garner has caused this agreement to be signed in its name by its Town Manager and attested by its Clerk, and the Towne Players of Garner has caused this agreement to be signed in its name by its officers.

TOWN OF GARNER

Town Manager

Attest:

Town Clerk

TOWNE PLAYERS OF GARNER

Elizabeth Ferguson

Title: *Artistic Director*

Attest

A. Scott Honeycutt

Title: *Treasurer*

* * * * *

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act on this ____ day of _____, 2017.

Pam Wortham, Finance Director

CASH POSITION STATEMENT
FOR THE YEAR ENDED
JUNE 30, 2017

Section 1: Agency's Annual Change in Cash Position

Total Cash (all sources) on hand June 30, 2016	\$ <u>8,614.40</u>
Total Cash (all sources) on hand June 30, 2015	<u>11,835.78</u>
Increase or (decrease) in cash	\$ <u>(3,221.38)</u>

Section 2: Determination of Unexpended Town Funds

Town of Garner Funds Received by the Agency from 7/1/16 to 6/30/17	\$ <u>23,650.00</u>
Town of Garner Funds Disbursed by the Agency from 7/1/16 to 6/30/17	<u>23,650.00</u>
Balance - Town of Garner Funds 6/30/17*	\$ <u>0.00</u>

* Explanation of any unexpended Town of Garner Funds:



Signature
Treasurer
Title
Towne Players Of Garner
Agency
P. O. Box 661, Garner, NC 27529
Address
919-779-6144
Telephone
August 6, 2017
Date

**AGREEMENT BETWEEN THE FAMILY VIOLENCE PREVENTION CENTER, INC.,
d/b/a/ INTERACT AND THE TOWN OF GARNER**

NORTH CAROLINA
WAKE COUNTY

This grant agreement is made and entered into this 25th day of July, 2017, by and between the Town of Garner, a municipal corporation of the State of North Carolina, hereinafter called the Town, and The Family Violence Prevention Center, Inc., d/b/a/ Interact, a non-profit community agency which offers services to victims and survivors of domestic violence and sexual assault through an emergency residential shelter program, client services and two 24 hour crisis lines, hereinafter called the Grantee.

W I T N E S S E T H:

In consideration of the mutual promises hereinafter contained, the Town and the Grantee agree as follows:

1. **TERM OF AGREEMENT.** This agreement shall be in effect for the grant period of July 1, 2017 through June 30, 2018.
2. **RESPONSIBILITIES - GRANTEE.** For the duration of this agreement, the Grantee shall:
 - A. Make available all of its services to provide basic needs of Garner shelter residents; provide community based services to residents who are victims and survivors of domestic violence and sexual assault by individual group counseling, court advocacy, hospital response; provide essential prevention activities in Garner such as youth education programs and community awareness training.
 - B. Accurately complete and submit to the Town of Garner a summary of the organization's activities within three months of the close of the Grantee's fiscal year.
3. **INDEMNIFICATION.** To the maximum extent allowed by law, the Grantee shall indemnify and save harmless the Town and its officers, officials, agents, and employees from and against all claims, judgments, costs, expenses, including reasonable attorney's fees, which arise in any manner from or as a result of performance of this grant agreement by, or the acts or omissions of, the Grantee or the Grantee's officers, officials, agents, or employees.
4. **PAYMENT FOR SERVICES.** Upon execution of this agreement by both parties, the Town shall make a payment of \$3,000 in one lump sum under its standard schedule for issuing checks.
5. **ACCOUNTING/USE OF APPROPRIATION.** Interact agrees not to spend this appropriation from the Town, or any part thereof, for any purpose other than for the express purposes of the organization.

In order to verify compliance with this provision, the Grantee shall provide to the Town, within three months after the close of the Town's fiscal year, a true and accurate accounting of the actual expenditures of the Town's appropriation to the Grantee for the fiscal year just completed including, for the purpose of determining excess reserves, a Cash Position Report reflecting its cash position as of June 30 of the fiscal year just completed in which the Grantee received Town funding. Grantee must account for all appropriations from the Town which remain unused by the Grantee as of June 30 of the fiscal year just completed.

6. NON-DISCRIMINATION ASSURANCES. It is specifically agreed as part of the consideration of the signing of this Contract that the parties hereto, their agents, officials, employees or servants will not discriminate in any manner on the basis of age, handicap, sex, race, color, creed, sexual orientation or national origin with reference to the subject of this Contract, no matter how remote.

This provision shall be binding on the successors and assigns of the parties hereto with reference to the subject matter of this Contract.

7. FIDELITY. Grantee covenants that all information provided, all statements and representations made on its application for funds made by this Contract are true. The Town may terminate this Contract for any inaccuracy or misrepresentation in said application.

IN WITNESS WHEREOF the Town of Garner has caused this agreement to be signed in its name by its Town Manager and attested by its Clerk, and The Family Violence Prevention Center, Inc., d/b/a/ Interact has caused this agreement to be signed in its name by its officers.

TOWN OF GARNER

Town Manager

Attest:

Town Clerk

Attest:

Meredith Riggs

Title:

Associate Director of Finance

INTERACT

Di G. Jones

Title:

EXECUTIVE DIRECTOR

* * * * *

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act on this ___ day of _____, 2017.

Pam Wortham, Finance Director

CASH POSITION STATEMENT
FOR THE YEAR ENDED
JUNE 30, 2017

Section 1: Agency's Annual Change in Cash Position

Total Cash (all sources) on hand June 30, 2017	\$ <u>90,246.⁰⁰</u>
Total Cash (all sources) on hand June 30, 2016	\$ <u>259,640.⁰⁰</u>
Increase or (decrease) in cash	\$ <u>(169,394.⁰⁰)</u>

Section 2: Determination of Unexpended Town Funds

Town of Garner Funds Received by the Agency from 7/1/16 to 6/30/17	\$ <u>3,000.⁰⁰</u>
Town of Garner Funds Disbursed by the Agency from 7/1/16 to 6/30/17	<u>3,000.⁰⁰</u>
Balance - Town of Garner Funds 6/30/17*	\$ <u><u>0.⁰⁰</u></u>

* Explanation of any unexpended Town of Garner Funds:



Signature

Executive Director

Title

The Family Violence Prevention Center, Inc. dba InterAct

Agency

1012 Oberlin Road Raleigh, NC 27605

Address

(919) 828-7501

Telephone

7/25/2017

Date

**AGREEMENT BETWEEN MISS GARNER SCHOLARSHIP PAGEANT ASSOCIATION
AND THE TOWN OF GARNER**

NORTH CAROLINA
WAKE COUNTY

This grant agreement is made and entered into this _____ day of _____, 2017, by and between the Town of Garner, a municipal corporation of the State of North Carolina, hereinafter called the Town, and the Miss Garner Scholarship Pageant Association, a non-profit community agency which sponsors the Miss Garner Scholarship Pageant, a preliminary to the Miss North Carolina and Miss America Pageants, hereinafter called the Grantee.

W I T N E S S E T H:

In consideration of the mutual promises hereinafter contained, the Town and the Grantee agree as follows:

1. TERM OF AGREEMENT. This agreement shall be in effect for the grant period of July 1, 2017 through June 30, 2018.
2. RESPONSIBILITIES - GRANTEE. For the duration of this agreement, the Miss Garner Scholarship Pageant Association shall:
 - A. Make available to residents of the Town of Garner all of the Grantee's pageants.
 - B. Accurately complete and submit to the Town of Garner a summary of the organization's activities within three months of the close of the Grantee's fiscal year.
3. INDEMNIFICATION. To the maximum extent allowed by law, the Grantee shall indemnify and save harmless the Town and its officers, officials, agents, and employees from and against all claims, judgments, costs, expenses, including reasonable attorney's fees, which arise in any manner from or as a result of performance of this grant agreement by, or the acts or omissions of, the Grantee or the Grantee's officers, officials, agents, or employees.
4. PAYMENT FOR SERVICES. Upon execution of this agreement by both parties, the Town shall make a payment to Grantee in the amount of \$1,500 in one lump sum under its standard schedule for issuing checks. In addition, the Town will provide up to \$2,000 upon receipt of a rental invoice for use of Garner Performing Arts Center. This invoice needs to be returned to the Town of Garner for payment by the Town.
5. ACCOUNTING/USE OF APPROPRIATION. The Miss Garner Scholarship Pageant Association agrees not to spend this appropriation from the Town, or any part thereof, for any purpose other than for the express purpose of supporting the Miss Garner Scholarship Pageant Association.

In order to verify compliance with this provision, the Grantee shall provide to the Town, within three months after the close of the Town's fiscal year, a true and accurate accounting of the actual expenditures of the Town's appropriation to the Grantee for the fiscal year just completed including, for the purpose of determining excess reserves, a Cash Position Report reflecting its cash position as of June 30 of the fiscal year just completed in which the Grantee received Town funding. Grantee must account for all appropriations from the Town which remains unused by the Grantee as of June 30 of the fiscal year just completed.

6. NON-DISCRIMINATION ASSURANCES. It is specifically agreed as part of the consideration of the signing of this Contract that the parties hereto, their agents, officials, employees or servants will not discriminate in any manner on the basis of age, handicap, sex, race, color, creed, sexual orientation or national origin with reference to the subject of this Contract, no matter how remote.

This provision shall be binding on the successors and assigns of the parties hereto with reference to the subject matter of this Contract.

7. FIDELITY. Grantee covenants that all information provided, all statements and representations made on its application for funds made by this Contract are true. The Town may terminate this Contract for any inaccuracy or misrepresentation in said application.

IN WITNESS WHEREOF the Town of Garner has caused this agreement to be signed in its name by its Town Manager and attested by its Clerk, and the Miss Garner Scholarship Pageant Association has caused this agreement to be signed in its name by its officers.

TOWN OF GARNER

Town Manager

Attest:

Town Clerk

MISS GARNER SCHOLARSHIP PAGEANT
ASSOCIATION

Harold Garner
Title: EXECUTIVE DIRECTOR

Attest: *Ms Ann Blake*

Co-Coordinator Director

Title:

* * * * *

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act on this ___ day of _____, 2017.

by Pam Wortham, Finance Director.

CASH POSITION STATEMENT
FOR THE YEAR ENDING
JUNE 30 2017

Section 1: Agency's Annual Change in Cash Position

Total Cash (all sources) on hand June 30 2017..... \$ 730.00
Total Cash (all sources) on hand June 30 2016..... \$ 538.00
Increase or decrease) in cash..... \$ 192.00

Section 2: Determination of Unexpended Town Funds

Town of Garner Funds Received by the Agency
From 7/1/2016 to 6/30/2017 \$ 1500.00
Town of Garner Funds Disbursed by the Agency
From 7/1/2016 to 6/30/2017 \$ 1500.00
Balance – Town of Garner Funds 6/30/2017 * \$ -0-

- Explanation of any unexpended Town of Garner Funds:



Signature

EXECUTIVE DIRECTOR

Title

MISS GARNER SCHOLARSHIP PAGEANT

Agency

PO BOX 251 GARNER, NC 27520

Address

919-349-8559

Telephone

7-25-2017

Date

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: August 22, 2017		
Subject: Budget Amendment		
Location on Agenda: Consent		
Department: Finance		
Contact: Pam Wortham, Finance Director		
Presenter: Pam Wortham, Finance Director		
Brief Summary: We are requesting to budget unappropriated fund balance in the amount of \$35,000 to cover: <ol style="list-style-type: none"> 1. Costs of a downtown revitalization project for which we received grant funds during FY 2017 - \$25,000 2. Additional cost for our Comprehensive Plan contract that was not included in the purchase order - \$5,000 3. Utilize unspent Main Street Facade funds from FY 2017 - \$5,000 		
Recommended Motion and/or Requested Action: Adopt Ordinance (2017) 3869		
Detailed Notes: See attached memo		
Funding Source: Fund Balance		
Cost: \$35,000	One Time: <input checked="" type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: Re-appropriating the funds will facilitate streetscape improvements in downtown.		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	PW	
Finance Director:	PW	
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

FINANCE DEPARTMENT MEMORANDUM

TO: RODNEY DICKERSON, TOWN MANAGER
FROM: PAM WORTHAM, FINANCE DIRECTOR
SUBJECT: BUDGET AMENDMENT REQUEST
DATE: AUGUST 15, 2017

GENERAL FUND

- In fiscal year 2017, the Town received a grant from the NC Department of Commerce, Rural Economic Development Division, in the amount of \$25,000. As of the end of June, no funds had been expended, nor had we issued any purchase orders for the project. We are now requesting that the funds be budgeted in contract services in the Economic Development department to be used for this Downtown Revitalization project. The project includes the engagement of a design firm to develop a comprehensive streetscape plan.
- During the development of the fiscal year 2016-17 budget, an additional \$5,000 was requested and approved to add to the Comprehensive Plan contract with Stantec Consulting. The request to increase that contract was never included in the purchase order. Therefore, the carry forward budget request recently approved by Council did not include this amount. We are now requesting \$5,000 be budgeted in Planning to cover the additional costs of the contract.
- The Main Street Façade program went unspent during last fiscal year, because there were no applicants. It has recently come to our attention that there is now a need for the \$5,000, and we are requesting to budget the funds to be used in the current fiscal year.

Please note that all of these funds went unspent and are now included in our fund balance as of the end of June. Therefore, these items require the use of unappropriated fund balance.

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

ORDINANCE NO. (2017) 3869

ORDINANCE AMENDING ORDINANCE NO. (2017) 3862
WHICH ESTABLISHED THE 2017 – 2018 OPERATING BUDGET

BE IT ORDAINED by the Town Council of the Town of Garner, North Carolina:

Section One. That the GENERAL FUND be amended as follows:

General Fund Budget Changes:

Department/ Category	Description	Current	Amended	Net Change
<i>Expenditures</i>				
10450000-524300	Economic Dev-Contract Services	\$14,020	\$39,020	+\$25,000
10461000-521000	Planning-Professional Services	\$56,000	\$5,000	+\$61,000
10450000-524205	Economic Development – Downtown Grant Prog	\$5,000	\$10,000	+\$5,000
<i>Revenues</i>				
1030900-496900	Appropriated Fund Balance	\$1,454,501	\$1,489,501	+\$35,000

Section Two. Copies of this ordinance shall be furnished to the Finance Director and the Town Clerk for their direction in the disbursement of the Town’s funds and for public inspection.

Duly adopted this 22nd day of August, 2017.

Ronnie S. Williams, Mayor

ATTEST: _____
Stella L. Gibson, Town Clerk

Town of Garner
Town Council Meeting
Agenda Form

Meeting Date: August 22, 2017		
Subject: August 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, Budget and Special Projects Manager		
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: Please see report.		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: N/A		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MG	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

Bond Improvements Completed - July 31, 2017



Bond Description	Active Projects	Revised Budget	Actual to Date	Available Budget	% Spent
Parks and Recreational	Greenways, Land, Park Projects	\$ 3,014,087	\$ 1,205,712	\$ 1,808,375	40.00%
Parks and Recreational	Recreation Center	\$ 10,379,718	\$ 2,734,634	\$ 7,645,084	26.35%
Public Safety and Services Facilities	Police Facility and Town Hall	\$ 14,417,004	\$ 12,763,465	\$ 1,653,539	88.53%
Redevelopment	Land Acquisition	\$ 2,043,951	\$ 1,280,293	\$ 763,658	62.64%
Street and Sidewalk	Land Acquisition, Sidewalk Construction, US Highway 70 Improvements, Montague, Purvis and New Rand Construction, Jessup, Benson/Garner	\$ 14,857,044	\$ 3,948,248	\$ 10,908,796	26.57%
Total		\$ 44,711,804	\$ 21,932,352	\$ 22,779,452	49.05%

Accomplishments by Bond Issuance

As of July 31, 2017

Parks and Recreational

- Concrete slabs have been poured and masonry walls are going vertical at the Recreation Center site.
- Lake Benson Dog Park Parking and Stormwater BMP project is nearing completion.
- Town staff is developing a request for qualifications for South Garner Greenway design.
- The new shelter at Garner Recreation Park is substantially complete and the associated paving project has been completed.

Public Safety and Services Facilities

- The new Town Hall is open for business. Grand opening to be scheduled in near future.
- Remaining road work around Town Hall site to begin work in August.



Redevelopment

- The Recreation Center project's improvements to stormwater, US Hwy 70, and Montague St. under construction.
- Underground Power & Utility lines in downtown will be relocated as part of the Recreation Center Construction.

Street and Sidewalk

- Buffalo Road Sidewalk Project has been completed.
- Thompson Road sidewalk project's stormwater piping has been installed.
- Cloverdale street lighting project has been awarded.
- Improvements at Rand Mill Road Park are nearing completion. Grand re-opening to be scheduled once work is completed.

Bond Improvements Summary

#	Project Name	Budget	Status	Completion Date	Council Next Steps
1.1d	Thompson Road Sidewalk	\$220,000	On-Track	Summer 2017	Attend Ribbon Cutting
1.1e	Vandora Springs Sidewalk	\$245,000	On-Track	Summer 2018	Award bid in Winter 2017
1.1f	Spring Drive Sidewalk	\$335,000	On-Track	Summer 2018	Award bid in Winter 2017
1.1g	Avery Street/Curtiss Drive Sidewalk		On-Track	Spring 2018	Award bid in Fall 2017
2.1b	Street Improvements - New Rand Road		On-Track	TBD	Review Preliminary Design Plans
5.1	Greenways	\$830,700	Delayed	TBD	Discuss funding options
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.e	Lake Benson Dog Park (incl. Parking & Stormwater BMP)	\$125,000	On-Track	Summer 2017	NA
8.1.g	Park Enhancements - Garner Recreational Park Picnic Shelter	\$85,000	On-Track	Summer 2017	Attend Ribbon Cutting
9	Garner Recreation Center	\$8,897,287	On-Track	Spring 2018	Attend Ribbon Cutting
9.1.a	Underground Power at Garner Recreation Center	\$200,000	On-Track	Winter 2017	Attend Ribbon Cutting
9.1.b	Downtown Stormwater Facilities	\$600,000	On-Track	Winter 2017	Attend Ribbon Cutting
9.1.c	Montague Street Improvements	\$3,779,183	On-Track	Winter 2017	Attend Ribbon Cutting
10	Town Hall	\$8,155,758	On-Track	August 2017	Attend Ribbon Cutting
11	Parking Lot at GPAC	\$40,000	On-Track	Spring 2018	Attend Ribbon Cutting
12	GPAC Sidewalk Connections and Parking Improvements	\$396,362	On-Track	Spring 2018	Attend Ribbon Cutting

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
1.1.b	Buffaloe Road Sidewalk	\$1,074,000	\$1,069,825	(4,175)	Complete	Summer 2017
1.1.c	Timber Drive Sidewalk	220,000	137,903	(82,097)	Complete	Spring 2016
2.1.a	Street Improvements - Jessup Drive	375,000	354,182	(20,818)	Complete	Fall 2014
3	Police Facility	4,500,000	TBD	TBD	Complete	Spring 2016
4	Benson & Main Street Sidewalks	652,791	629,031	(23,760)	Complete	Fall 2016
8.1.a	Park Enhancements - Concessions Buildings	556,522	537,884	(18,638)	Complete	Fall 2015
8.1.b	Park Enhancements - Dugout Covers	108,148	108,148	0	Complete	Spring 2015
8.1.c	Park Enhancements - Mobile Stage	108,438	TBD	TBD	Complete	Winter 2016
8.1.d	Park Enhancements - Dog Park (Garner Rec. Park)	75,000	47,324	(27,676)	Complete	Fall 2016
8.1f	South Garner Park Fencing (Soccer)	16,703	16,703	0	Complete	Spring 2015
9.1.d	ROW Acquisition for Montague/Purvis/N. Rand Improvements	1,116,000	TBD	TBD	Complete	Spring 2016
15	Bond Related Property Tax Increase	-	-	-	Complete	June 2015
All Completed Projects		7,906,602	3,050,007	(248,157)		

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	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)	Project is complete. Punchlist generated and contractor addressing.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	
8. Upcoming Work	
9. Status explanation (for yellow or red)	The completion of the City of Raleigh's force main project was delayed, causing the project to begin later than originally planned, In addition, required relocation of utility lines has delayed the Town's completion of the project.

1.1.c



Bond Improvements Status Report

1. Project Name	Timber Drive 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)	Project was completed in April.

Progress Update (Updated as of June 14, 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	On-Track	3. Target Completion Date:	Summer 2017
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 has installed all storm drain pipe.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	Work has progressed to the entrance of Timber Drive Elementary with the placement of fill material in this area starting last week.
8. Upcoming Work	
9. Status explanation (for yellow or red)	

1.1.e



Bond Improvements Status Report

1. Project Name	Vandora Springs Sidewalk		
2. Project Status	On-Track	3. Target Completion Date:	Spring 2018
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	Sidewalk will be installed along Vandora Springs Road to Tiffany Circle.
6. Milestones & Major Activities (timeframe)	Council approved going with a modified cross section that will allow for wider lanes.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	Design continues, with revisions as approved.
8. Upcoming Work	The Town must obtain a CLOMR from FEMA for this project.
9. Status explanation (for yellow or red)	

1.1.f



Bond Improvements Status Report

1. Project Name	Spring Drive Sidewalk		
2. Project Status	On-Track	3. Target Completion Date:	Fall 2017
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	Sidewalk will be installed from Garner Magnet High School to Vandora Springs Road. There will also be sidewalk and curb and gutter installed along Vandora Springs from Foxwood Drive to Spring.
6. Milestones & Major Activities (timeframe)	Council agreed to extend curb along Vandora Springs to the existing curb at Foxwood Drive.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	25% drawings are complete. Additions to the scope will be included in the design.
8. Upcoming Work	Survey data is being obtained.
9. Status explanation (for yellow or red)	

1.1.g



Bond Improvements Status Report

1. Project Name	Avery Street/Curtiss Drive Sidewalk		
2. Project Status	On-Track	3. Target Completion Date:	Fall 2017
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	Sidewalk will be installed along Avery Street from Powell Drive to Creekbrook Court and along Curtiss to Johnson Street
6. Milestones & Major Activities (timeframe)	Agreement with property owner at Avery and Curtiss to install on east side of Avery. Easements will be obtained after redesign of sidewalk

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	Preliminary plans have been submitted for review. Easement information will be provided and meetings with the residents can be scheduled before easement acquisitions are started.
8. Upcoming Work	
9. Status explanation (for yellow or red)	



Bond Improvements Status Report

1. Project Name	Street Improvements - Jessup Drive		
2. Project Status	Complete	3. Target Completion Date:	Complete
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	Street Improvements - New Rand Road		
2. Project Status	On-Track	3. Target Completion Date:	TBD
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	Installation of curb and gutter and sidewalk along New Rand Road from US 70 north to Garner Road. Signal improvements at the intersection of New Rand and US 70 are also a part of this project.
6. Milestones & Major Activities (timeframe)	Design work has commenced on the project. Meetings with NCDOT and NCRR have occurred .

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	Proposed installation of sidewalk crossing the railroad was well received by NC Railroad staff. Improvements and additions to the road crossing will also be considered but was not as favorably received.
8. Upcoming Work	Continue design. Right of way/easement discussion with property owners will occur as these become more defined
9. Status explanation (for yellow or red)	



Bond Improvements Status Report

1. Project Name	Police Facility		
2. Project Status	Complete	3. Target Completion Date:	Completed
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)	



Bond Improvements Status Report

1. Project Name	Benson & Main Street Sidewalks		
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 project is complete.

Progress Update (Updated as of April 10, 2017)

7. Recent Progress	Minor warranty issues are still being addressed.
8. Upcoming Work	Project is complete.
9. Status explanation (for yellow or red)	



1. Project Name	Greenways - Design		
2. Project Status	Delayed	3. Target Completion Date:	TBD
4. Project Manager	John Hodges, Assistant Town Manager - Development Services		

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)	<p>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. October 2015 Council reviewed preferred alignment with a cost estimate of just over \$ 1.3 million (approximately \$500,000 over allocated funding).</p>

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	<p>January 2017 Wake County Commissioners awarded \$245,828 toward the project. March 2017 Council approved development of an RFQ to qualify consultants to review preliminary designs and move toward final design.</p>
8. Upcoming Work	<p>Staff will develop and issue an RFQ and select a preferred consultant for the project.</p>
9. Status explanation (for yellow or red)	<p>The project was put on hold to determine funding options once the budget exceeded the original amount available in the 2013 bonds. April 2017 While work is resuming, the status continues to be on hold until a revised design and updated budget can be developed.</p>



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.
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6. Milestones & Major Activities	Ranked existing Neighborhood Improvement Projects - Set 1.
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Progress Update (Updated as of August 14, 2017)
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7. Recent Progress	Woodland North Lighting Project is complete. The Van Story Hills Lighting Project has been completed. Malibu Valley Lighting Project is complete. Cloverdale streetlighting project has been awarded and the work is pending.
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8. Upcoming Work	Installation of new lighting (approximately 49) in Cloverdale Subdivision and installation of new sidewalk (approximately 850 feet) on Perdue Street. Work has not been scheduled. Installation of lighting at the Rand Mill Road Park basketball court and reconfiguration of the fencing at the baseball field are the only remaining items pending before the Rebuilding Together project will be considered to be complete.
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8a. Cloverdale	The Cloverdale Street Lighting Project is underway. Duke Energy has been contacted to begin the installation process.
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8b. Rand Mill Park	Rebuilding Together of the Triangle has begun work at Rand Mill Park. New plumbing fixtures have been installed in the bathrooms in addition to a new roof and paint. A new light will be installed to brighten the area around the basketball court. The picnic shelter has received new paint.
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9. Status explanation (for yellow or red)	
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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 August 14, 2017)

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	<ol style="list-style-type: none"> 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	<p>On March 12, 2013, Town of Garner voters approved \$1 million bond for Park Enhancement Projects.</p>
6. Milestones & Major Activities (timeframe)	<p>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.</p>

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	<p>Town staff continues working on the planning and construction of all park enhancement projects.</p>
8. Upcoming Work	<p>Completed: Dugout covers, South Garner Park Fencing, North Garner Dog Park, Mobile Stage, Concessions/Restrooms</p> <p>Lake Benson Dog Park project has been completed except for the associated parking area and stormwater BMP.</p>
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	Complete	3. Target Completion Date:	Complete
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 several Town sponsored events.

Progress Update (Updated as of December 9, 2016)

7. Recent Progress	Staff worked with graphic designer to develop exterior graphics for the stage and received initial approval from the Advisory Committee.
8. Upcoming Work	Once the initial stage wrap design was completed, the manufacturer sent safety updates required to operate the stage. As a result, the stage wrap would not be seen during special events, so the department opted to forego spending dollars on a design that would not be seen during events.
9. Status explanation	Project completed November 2016.

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: Spring 2017
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)	Staff presented plans to Council for review. Feedback was received from Council and shared with consultant. 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.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	Dog Park soft opening was in September 2016. Parking lot and stormwater BMP are nearing completion. Parking lot is available for use but plantings will not occur until the fall.
8. Upcoming Work	Bid Awarded April 2017. Completion Summer 2017.
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, 2015.
8. Upcoming Work	
9. Status explanation (for yellow or red)	

8.1.g



Bond Improvements Status Report

1. Project Name	Park Enhancements - Garner Rec. Park Picnic Shelter	
2. Project Status	On-Track	3. Target Completion Date: Summer 2017
4. Project Manager	Sonya Shaw, Parks, Recreation & Cultural Resources Director	

Project Plan

5. Project Overview	Council requested staff gather costs and design picnic shelter to accommodate 75-85 people at Garner Recreational Park. Project budget is \$85,000.
6. Milestones & Major Activities (timeframe)	Picnic shelter costs were received and reviewed with Council. McQueen construction was selected as project contractor.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	Shelter plans submitted to Planning for Review. Initial construction meeting held with contractor and Town staff. Shelter kit has been ordered. Tentative timeline for shelter construction: May- June.
8. Upcoming Work	Shelter construction is complete. Ribbon cutting scheduled for August 26, 10am. Fencing to be installed 4-6 weeks.
9. Status explanation	



Bond Improvements Status Report

1. Project Name	Garner Recreation Center		
2. Project Status	On-Track	3. Target Completion Date:	Spring 2018
4. Project Manager	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	Design & Construction of Indoor Recreation Center Facility
6. Milestones & Major Activities (timeframe)	Concrete slabs have been poured for all three gyms.

Progress Update (Updated as of August 14, 2017)
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7. Recent Progress	Masonry walls around gyms is nearing completion.
8. Upcoming Work	Footings for the retaining wall and admin portion of the building will be poured soon.
9. Status explanation (for yellow or red)	



Bond Improvements Status Report

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
August 2016	Award Project
April 2018	Complete Construction



Bond Improvements Status Report

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

Project Plan

5. Project Overview	Overhead power lines around the Indoor Recreation Center are to be placed underground..
6. Milestones & Major Activities (timeframe)	Majority of underground conduit is installed along Purvis St.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	Installation of conduit for utilities is continuing along Montague and Main Streets.
8. Upcoming Work	Repair of pavement cuts related to this work will occur in the next few weeks.
9. Status explanation	



Bond Improvements Status Report

1. Project Name	Downtown Stormwater Facilities		
2. Project Status	On-Track	3. Target Completion Date:	Winter 2014
4. Project Manager	Tony Chalk, Town Engineer		

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)	Erosion control portion of pond completed.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	Contractor elected to dig pond to depths needed for pond to function as a stormwater device.
8. Upcoming Work	Conversion of pond from erosion control device will occur at construction completion.
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	Tony Chalk, Town Engineer		

Project Plan

5. Project Overview	Access to Montague Street from eastbound 70 traffic and improvements to Montague St.
6. Milestones & Major Activities (timeframe)	Some storm drainage has been installed along Purvis Street

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	Storm drainage system has been connected so that all water flows to the pond located at the corner of Montague and US Highway 70.
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	Complete	3. Target Completion Date:	Completed
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 complete.
9. Status explanation	



Bond Improvements Status Report

1. Project Name	Town Hall		
2. Project Status	On-Track	3. Target Completion Date:	July 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)	Staff moved into building in July.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	Required repairs to Aversboro Road and 7th Avenue should be happening soon, with the final asphalt layers to follow.
8. Upcoming Work	Completion of sitework in August 2017.
9. Status explanation (for yellow or red)	



Bond Improvements Status Report

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
July 2017	Project Complete



Bond Improvements Status Report

1. Project Name	Parking Lot at GPAC		
2. Project Status	On-Track	3. Target Completion Date:	Summer 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)	Contractor has been asked to keep the Town updated on the status of this work. Notification needs to be given to Old School Apartments prior to work commencing.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	
8. Upcoming Work	Commencement of construction on new parking area.
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:	Summer 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)	Additional parking spaces added when space made available with no driveway connecting to Garner Road.

Progress Update (Updated as of August 14, 2017)

7. Recent Progress	See comments for the GPAC parking lot.
8. Upcoming Work	Design will proceed with and was 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	Complete		

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.

Reports

Memorandum

To: Rodney Dickerson, Town Manager
From: Michael Gammon, Budget and Special Projects Manager
Date: August 16, 2017
Subject: Financial Reports for July 2017
CC: Town Council

Attached is the statement of revenues and expenditures for FY 2018 through July 31, 2017. We are one month, or approximately 8.34% in to the budget year.

The report shows that year-to-date, the Town has collected approximately .6% of estimated revenues. A couple of things to remember regarding revenues:

- Most property tax revenues (with the exclusion of vehicle taxes) are not received until November, December or January during the fiscal year.
- Sales taxes and other intergovernmental revenues for the current fiscal year do not start coming in until October.

We are very early in the fiscal year; we will begin to get a better picture of this fiscal year's revenues as we enter Fall. Please review the attached Analysis of Revenues for additional information.

Overall, the report shows that Town expended approximately 6.7% of its budget. At the same point in the previous fiscal year, the Town had spent 7.2% of its budget. Some of the major expenditures so far are:

- Annual dues and subscriptions and several annually contracted services usually are paid at the beginning of the year.
- The Town has made the annual payment for workers compensation insurance.
- The Town has experienced two pay periods (7.7% of all pay periods) year to date.

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

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

FOR INTERNAL USE ONLY

	Budget	Actual	Over (Under) Budget	Percentage of Budget	Actual Prior Year
REVENUES					
Ad valorem taxes	\$ 17,714,800	\$ 47,798	\$ (17,667,002)	0.3%	\$ -
Other taxes and licenses	6,366,000	-	(6,366,000)	0.0%	-
Intergovernmental revenues	3,301,068	-	(3,301,068)	0.0%	-
Permits and fees	2,353,573	91,718	(2,261,855)	3.9%	60,557
Sales and services	543,898	58,470	(485,428)	10.8%	41,196
Investment earnings	160,000	-	(160,000)	0.0%	-
Other revenues	163,582	6,840	(156,742)	4.2%	9,255
Sale of capital assets	45,000	-	(45,000)	0.0%	-
Proceeds from issuance of debt	672,000	-	(672,000)	0.0%	-
Transfers in	79,400	-	(79,400)	0.0%	-
Appropriated fund balance	1,802,157	-	(1,802,157)	0.0%	-
Total Revenues	\$ 33,201,478	\$ 204,826	\$ (32,996,652)	0.6%	\$ 111,008
EXPENDITURES					
Governing body	\$ 381,145	\$ 53,588	\$ (327,557)	14.1%	\$ 59,413
Administration	1,395,700	97,605	(1,298,095)	7.0%	93,727
Finance	790,427	62,897	(727,530)	8.0%	40,162
Economic development	293,056	14,284	(278,772)	4.9%	31,345
Planning	786,217	39,894	(746,323)	5.1%	67,533
Inspections	1,022,307	65,093	(957,214)	6.4%	91,657
Engineering	624,908	45,256	(579,652)	7.2%	67,120
Information technology	590,305	25,660	(564,645)	4.3%	37,337
Police	8,158,638	598,239	(7,560,399)	7.3%	677,700
Fire services	3,279,369	262,393	(3,016,976)	8.0%	232,073
Public works	7,412,089	455,949	(6,956,140)	6.2%	331,141
Parks and recreation	2,067,892	138,086	(1,929,806)	6.7%	184,032
Debt service	3,924,469	-	(3,924,469)	0.0%	-
Special appropriations	1,322,437	350,670	(971,767)	26.5%	291,769
Transfers out	1,132,519	-	(1,132,519)	0.0%	-
Contingency	20,000	-	(20,000)	0.0%	1,000
Total expenditures	\$ 33,201,478	\$ 2,209,614	\$ (30,991,864)	6.7%	\$ 2,206,009
Revenues over Expenditures	\$ -	\$ (2,004,788)	\$ (2,004,788)		\$ (2,095,001)

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

Property Tax Collections <i>(collections compared to budget)</i>	Through Month Ending		
	7/31/2017	7/31/2016	
Collections--Current Year	\$ 43,526	\$ -	
Collection % Budget	0.25%	0.00%	
Collection % Value/Levy (both DMV & Wake County)	0.28%	0.00%	
Property Tax Billings (from Wake County & DMV)	Through Month Ending		
	7/31/2017	7/31/2016	
Real Property	\$2,777,319,789	\$2,729,438,881	
Personal Property	177,641,162	145,842,421	
Public Service Property	0	0	
Vehicles	0	0	
			<u>Percent Change</u>
Total	\$2,954,960,951	\$2,875,281,302	2.77%

Sales tax revenue in July represents sales tax collected from merchants in April 2017 (prior fiscal year).

Building Permit Fees	Through Month Ending		% Change
	7/31/2017	7/31/2016	
Fees Collected	\$47,961	\$26,787	79.05%

PRCR Fees	Through Month Ending		% Change
	7/31/2017	7/31/2016	
Recreation Fees	\$23,607	\$25,562	-7.65%
Facility Rentals	\$32,329	\$13,779	134.63%

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

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Town Council	288,528			46,588			
Postage		(100)			(25)		
Property Taxes		(1,250)			(1,803)		
Dues and Subscriptions		(47,579)			(33,326)		
	<u>288,528</u>	<u>(48,929)</u>	<u>239,599</u>	<u>46,588</u>	<u>(35,154)</u>	<u>11,434</u>	4.77%
Attorney	<u>92,617</u>		<u>92,617</u>	<u>7,000</u>		<u>7,000</u>	7.56%
Total Town Council	381,145	(48,929)	332,216	53,588	(35,154)	18,434	5.55%
Town Manager	592,618			43,716			
Postage		-			(181)		
Equipment Rental		(3,892)			(330)		
	<u>592,618</u>	<u>(3,892)</u>	<u>588,726</u>	<u>43,716</u>	<u>(511)</u>	<u>43,205</u>	7.34%
Town Clerk	160,200			10,965			
Telephone		(636)			(53)		
Dues and Subscriptions		(475)			(200)		
	<u>160,200</u>	<u>(1,111)</u>	<u>159,089</u>	<u>10,965</u>	<u>(253)</u>	<u>10,712</u>	6.73%
Human Resources	301,239			27,364			
Professional Services		(16,000)			(1,492)		
Postage		(59)			(14)		
Organizational Development		(8,150)			(4,200)		
Equipment Rental		(121)			(10)		
Contract Services		(35,804)			(3,906)		
	<u>301,239</u>	<u>(60,134)</u>	<u>241,105</u>	<u>27,364</u>	<u>(9,622)</u>	<u>17,742</u>	7.36%
Safety	<u>10,924</u>		<u>10,924</u>	<u>843</u>		<u>843</u>	7.72%
Communications	<u>222,415</u>		<u>222,415</u>	<u>7,976</u>		<u>7,976</u>	3.59%
Neighborhood Improvement	<u>108,304</u>		<u>108,304</u>	<u>6,740</u>		<u>6,740</u>	6.22%
Total Administration	1,395,700	(65,137)	1,330,563	97,604	(10,386)	87,218	6.55%

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

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Finance Administration	790,427			62,897			
Professional Services		(48,644)			(8,753)		
Postage		(2,903)			(245)		
Telephone		(636)			(53)		
Travel and Training		(7,437)			(923)		
Equipment Rental		(5,448)			(462)		
Contract Services		(84,553)			(12,547)		
Total Finance	790,427	(149,621)	640,806	62,897	(22,983)	39,914	6.23%
Economic Development	243,017			14,284			
Telephone		(1,272)			(106)		
Equipment Rental		(150)			(13)		
	243,017	(1,422)	241,595	14,284	(119)	14,165	5.86%
Economic Development Partners	50,039	-	50,039	-	-	-	0.00%
Total Economic Development	293,056	(1,422)	291,634	14,284	(119)	14,165	4.86%
Planning Administration	786,217			39,894			
Equipment Rental		(13,231)			(1,123)		
Dues and Subscriptions		(5,025)			(783)		
Total Planning	786,217	(18,256)	767,961	39,894	(1,906)	37,988	4.95%
Inspections	1,022,307			65,093			
Salaries - Temporary		(71,518)			(6,542)		
Equipment Rental		(369)			(31)		
Total Inspections	1,022,307	(71,887)	950,420	65,093	(6,573)	58,520	6.16%
Engineering	624,908			45,256			
Postage		(227)			(21)		
Telephone		(2,106)			(211)		
Equipment Rental		(9,571)			(812)		
Total Engineering	624,908	(11,904)	613,004	45,256	(1,044)	44,212	7.21%
Information Technology	590,305			25,660			
Equipment Rental		(121)			(10)		
Fuel		(150)			(23)		
Total Information Technology	590,305	(271)	590,034	25,660	(33)	25,627	4.34%

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

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Police	8,158,638			598,239			
Special Events		(6,850)			(2,520)		
Auto Maintenance		(56,000)			(4,864)		
Uniforms		(51,150)			(8,959)		
Contract Services		(454,985)			(66,107)		
Total Police	8,158,638	(568,985)	7,589,653	598,239	(82,450)	515,789	6.80%
Public Works Admin	438,300			26,218			
Equipment Rental		(5,448)			(462)		
	438,300	(5,448)	432,852	26,218	(462)	25,756	5.95%
Street Maintenance	1,799,232			125,385			
Salaries - Temporary		(35,000)			(2,986)		
Telephone		(1,272)			(106)		
	1,799,232	(36,272)	1,762,960	125,385	(3,092)	122,293	6.94%
Powell Bill	956,612			17,267			
	956,612	-	956,612	17,267	-	17,267	1.81%
Snow Removal	16,018			4,500			
	16,018	-	16,018	4,500	-	4,500	28.09%
Public Grounds	1,088,499			67,827			
Salaries - Temporary		(65,000)			(5,716)		
Longevity		(5,883)			(1,308)		
Travel and Training		(3,885)			(600)		
Auto Maintenance		(8,600)			(1,338)		
	1,088,499	(83,368)	1,005,131	67,827	(8,962)	58,865	5.86%
Solid Waste	1,922,038		1,922,038	153,287		153,287	7.98%
Public Facility	837,225			43,917			
Overtime		(3,173)			(1,189)		
Water and Sewer Charges		(63,875)			(7,179)		
	837,225	(67,048)	770,177	43,917	(8,368)	35,549	4.62%
Fleet Maintenance	354,165			17,550			
Department Supplies		(15,848)			(1,402)		
	354,165	(15,848)	338,317	17,550	(1,402)	16,148	4.77%
Total Public Works	7,412,089	(207,984)	7,188,087	455,951	(22,286)	433,665	6.03%

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

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Parks & Recreation Administration	351,419			27,860			
Longevity		(5,519)			(4,304)		
FICA		(15,861)			(1,433)		
Retirement		(26,018)			(2,377)		
Equipment Rental		(6,226)			(570)		
Fuel		(1,120)			(256)		
	<u>351,419</u>	<u>(54,744)</u>	<u>296,675</u>	<u>27,860</u>	<u>(8,940)</u>	<u>18,920</u>	6.38%
Arts and Events	567,653			23,211			
Salaries - Temporary		(33,051)			(3,873)		
Equipment Rental		(3,892)			(330)		
Department Supplies - July 3rd		(6,500)			(845)		
	<u>567,653</u>	<u>(43,443)</u>	<u>524,210</u>	<u>23,211</u>	<u>(5,048)</u>	<u>18,163</u>	3.46%
Youth & Athletics	509,043			53,118		53,118	
Salaries - Temporary		(138,178)			(19,525)		
FICA		(24,250)			(2,476)		
Utilities - Youth Tennis		(1,400)			(124)		
Utilities - Adult Softball		(2,000)			(248)		
Equipment Rental - Avery Street		(3,550)			(473)		
Auto Maintenance		-			(195)		
Equipment Rental		(1,043)			(89)		
Contract Services - Camp		(7,250)			(2,185)		
School Access Fees - Youth Basketball		(6,500)			(6,605)		
	<u>509,043</u>	<u>(184,171)</u>	<u>324,872</u>	<u>53,118</u>	<u>(31,920)</u>	<u>21,198</u>	6.53%
Adult & Senior Programs	323,261			19,054			
Longevity		(3,606)			(1,000)		
Telephone		(1,272)			(106)		
	<u>323,261</u>	<u>(4,878)</u>	<u>318,383</u>	<u>19,054</u>	<u>(1,106)</u>	<u>17,948</u>	5.64%
Outdoor Adventure	138,887			11,299			
Salaries - Temporary		(39,424)			(4,491)		
FICA		(7,174)			(687)		
Equipment Rental		(1,043)			(89)		
	<u>138,887</u>	<u>(47,641)</u>	<u>91,246</u>	<u>11,299</u>	<u>(5,267)</u>	<u>6,032</u>	6.61%
Program Partners	177,629			3,546			
	<u>177,629</u>	<u>-</u>	<u>177,629</u>	<u>3,546</u>	<u>-</u>	<u>3,546</u>	2.00%
Total Parks and Recreation	2,067,892	(334,877)	1,733,015	138,088	(52,281)	85,807	4.95%

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

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Retirement	689,240			70,682			
Retiree Health Insurance		(351,694)			(50,121)		
	689,240	(351,694)	337,546	70,682	(50,121)	20,561	6.09%
Town Insurance	558,020			278,630			
Workers Compensation		(271,952)			(278,840)		
	558,020	(271,952)	286,068	278,630	(278,840)	(210)	-0.07%
Subsidized Programs	53,831			-			
	53,831	-	53,831	-	-	-	0.00%
Office Administration	21,346			1,358			
Postage		(754)			(1,358)		
	21,346	(754)	20,592	1,358	(1,358)	-	0.00%
Special Appropriations	1,322,437	(624,400)	698,037	350,670	(330,319)	20,351	2.92%
Transfers	1,132,519	-	1,132,519	-	-	-	0.00%
Fire Services	3,279,369	-	3,279,369	262,393	-	262,393	8.00%
Debt Service	3,924,469	-	3,924,469	-	-	-	0.00%
Contingency	20,000	-	20,000	-	-	-	0.00%
Total All Departments	33,201,478	(2,103,673)	31,081,787	2,209,617	(565,534)	1,644,083	5.29%