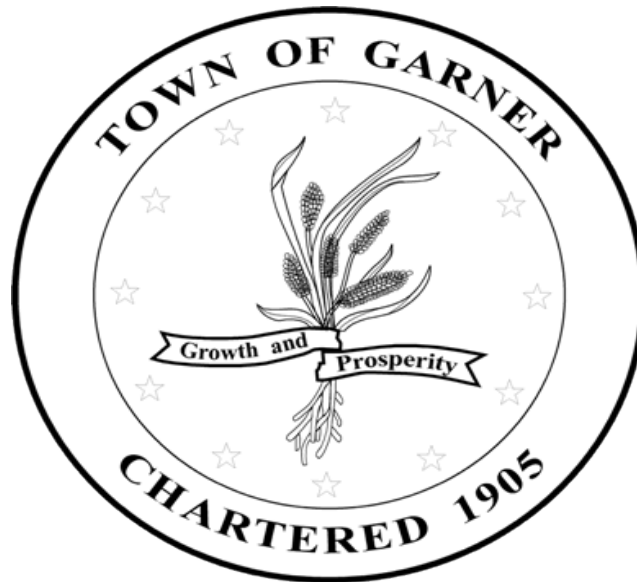


# **TOWN OF GARNER**



## **TOWN COUNCIL MEETING**

DECEMBER 20, 2016  
7:00 P.M.

Garner Police Department  
Training Room  
912 7th Avenue, Garner

**Town of Garner  
Town Council Agenda  
December 20, 2016**

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

The Council will meet in regular session at 7:00 p.m. in the Garner Police Department Training Room located at 912 7<sup>th</sup> 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: Mayor Ronnie Williams

- C. INVOCATION: Mayor Ronnie Williams

- D. PETITIONS AND COMMENTS

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

- E. ADOPTION OF AGENDA

- F. PRESENTATIONS

1. Recognize Retirement of Brad Bass ..... Page 4  
Presenter: Rodney Dickerson, Town Manager

Recognize retirement of Brad Bass, Planning Director, for almost 30 years of dedicated service to the Town.

2. Auditors Report ..... Page 5  
Presenter: Elsa Watts, Martin Starnes & Associates, CPAs

Ms. Watts will present the audit report and financial statements for the fiscal year ending June 30, 2016.

- 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. Approval of Minutes ..... Page 19

Minutes from July 26, September 6, October 25, and November 7 Council Meetings and Closed Session Minutes from October 25 and November 7, 2016.

Action: Adopt Minutes

2. Ordinance Amending FY 2016/2017 Operating Budget ..... Page 41  
Presenter: Pam Wortham, Finance Director

This budget amendment will increase budgeted revenues by \$8,890 to cover the cost of vehicle repairs. The revenues come from insurance proceeds received for police vehicles. The insurance company sent the funds to the Town to cover the cost less the \$1,000 deductible per the policy.

Action: Adopt Ordinance (2016) 3841

#### H. PUBLIC HEARINGS

#### I. NEW/OLD BUSINESS

1. Updates to Performance Management Process ..... Page 44  
Presenter: BD Sechler, Human Resources Director

Review of several modifications and recommended changes to performance management process to make it more efficient and effective.

Action: Approve Updates

2. Bond Update ..... Page 52  
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 Required

3. Garner Recreational Park Shelter ..... Page 88  
Presenter: Sonya Shaw, PRCR Director

During the Council Work Session on November 22, 2016, Staff provided an update on the approved shelter at Garner Recreational Park. Project budget was estimated at

\$85,000. Council requested staff obtain information regarding the addition of downspouts and gutters for the shelter, which will cost an additional \$3,800, bringing project budget to \$88,325.00.

Action: Authorize Contract with McQueen Construction for \$88,325.00

J. COMMITTEE REPORTS

K. MANAGER REPORTS

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

L. ATTORNEY REPORTS

M. COUNCIL REPORTS

N. CLOSED SESSION

Pursuant to N.C. General Statutes Section 143-318.11(a)(5) "to discuss possible real estate acquisition and the Town's negotiating position regarding such real estate".

O. ADJOURNMENT

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: December 20, 2016		
Subject: Brad Bass Retirement		
Location on Agenda: Presentations		
Department: Planning		
Contact: BD Sechler, Human Resources Director		
Presenter: Rodney Dickerson, Town Manager		
Brief Summary: Recognize retirement of Brad Bass, Planning Director, for almost 30 years of dedicated service to the Town.		
Recommended Motion and/or Requested Action:		
Detailed Notes:		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: Mr. Bass has been a true professional and his efforts have helped to shape Garner into the Town we are all proud of.		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	BDS	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: December 20, 2016		
Subject: Auditors Report		
Location on Agenda: Presentations		
Department: Finance		
Contact: Pam Wortham, Finance Director		
Presenter: Elsa Watts, Martin Starnes & Associates, CPAs		
Brief Summary:  Elsa Watts with the audit firm of Martin Starnes & Associates will present the audit report and financial statements for the fiscal year ended June 30, 2016.		
Recommended Motion and/or Requested Action:		
Detailed Notes:		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: None		
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:		

MARTIN • STARNES  

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 & ASSOCIATES, CPAs, P.A.

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**Town of Garner**  
2016 Audited Financial Statements



# Audit Highlights

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- ❑ Unmodified Opinion (“Clean Opinion”)
- ❑ Cooperative Staff
- ❑ CAFR Award- last 25 years
- ❑ CAFR has been approved by the LGC



# Audit Process

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- Planning and risk assessment
- Interim procedures
- Final procedures
- CAFR preparation
- Year-round process

# Assets, Liabilities, and Fund Balance

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	<b><u>General Fund</u></b>	<b><u>Capital Projects</u></b>
Total Assets	\$28,221,358	\$20,052,293
Total Liabilities	1,489,136	12,607
Deferred Inflows of Resources	71,370	-
Fund Balance	26,660,852	20,039,686

# Fund Balance

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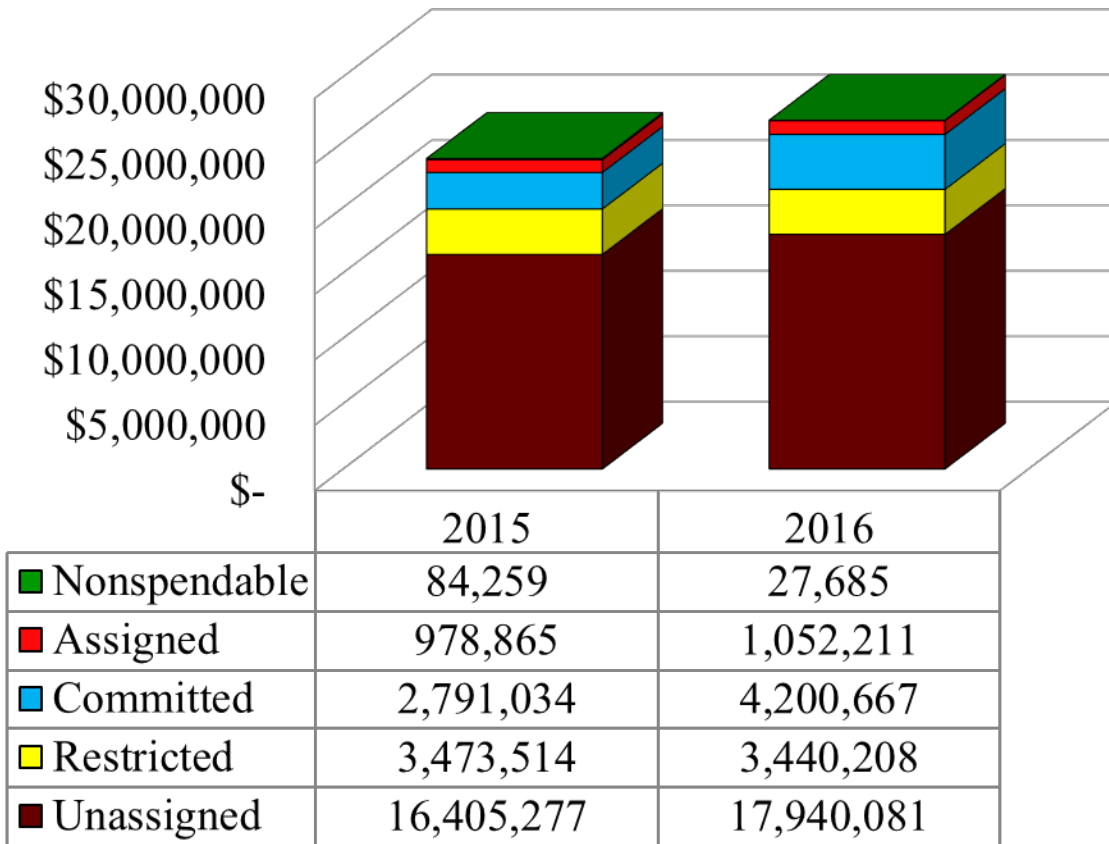
- Serves as a measure of the Town's financial resources available.
  - $(\text{Assets} + \text{Deferred outflows}) - (\text{Liabilities} + \text{Deferred inflows}) = \text{Fund Balance}$

## 5 Classifications:

- **Non spendable** - not in cash form
- **Restricted** - external restrictions (laws, grantors)
- **Committed** - internal constraints at the highest (Council) level-do not expire, requires Council action to undo
- **Assigned** - internal constraints, lower level than committed
- **Unassigned** - no external or internal constraints

# Total Fund Balance General Fund

**Fund Balance**



Total Fund Balance:

2015 \$23,732,949

2016 \$26,660,852

Unassigned FB as a percentage of expenditures:

2015 66%

2016 65%



# Change in Fund Balance-General Fund

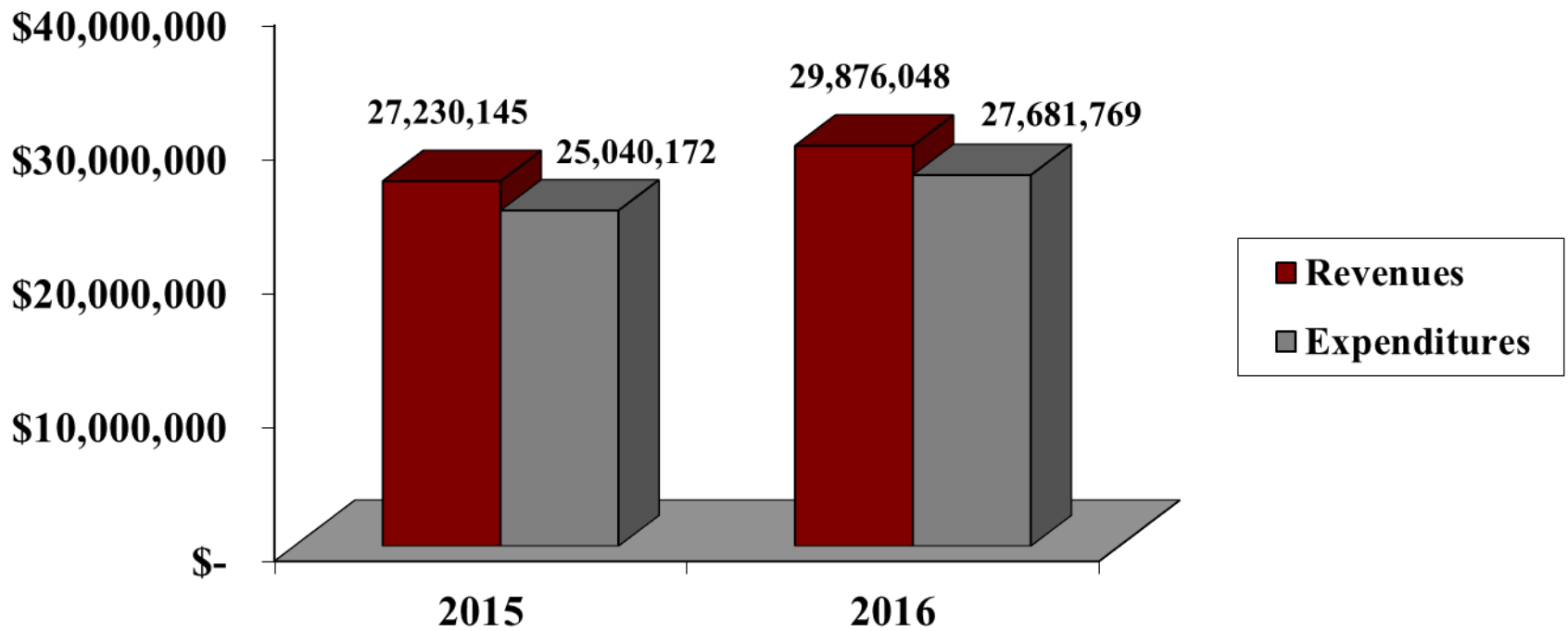
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Key Elements of the \$2,927,903 increase in fund balance:

- Property tax revenue increased \$1.5m
- Permits and fees increased \$1.1m
- Sales taxes increased \$279k

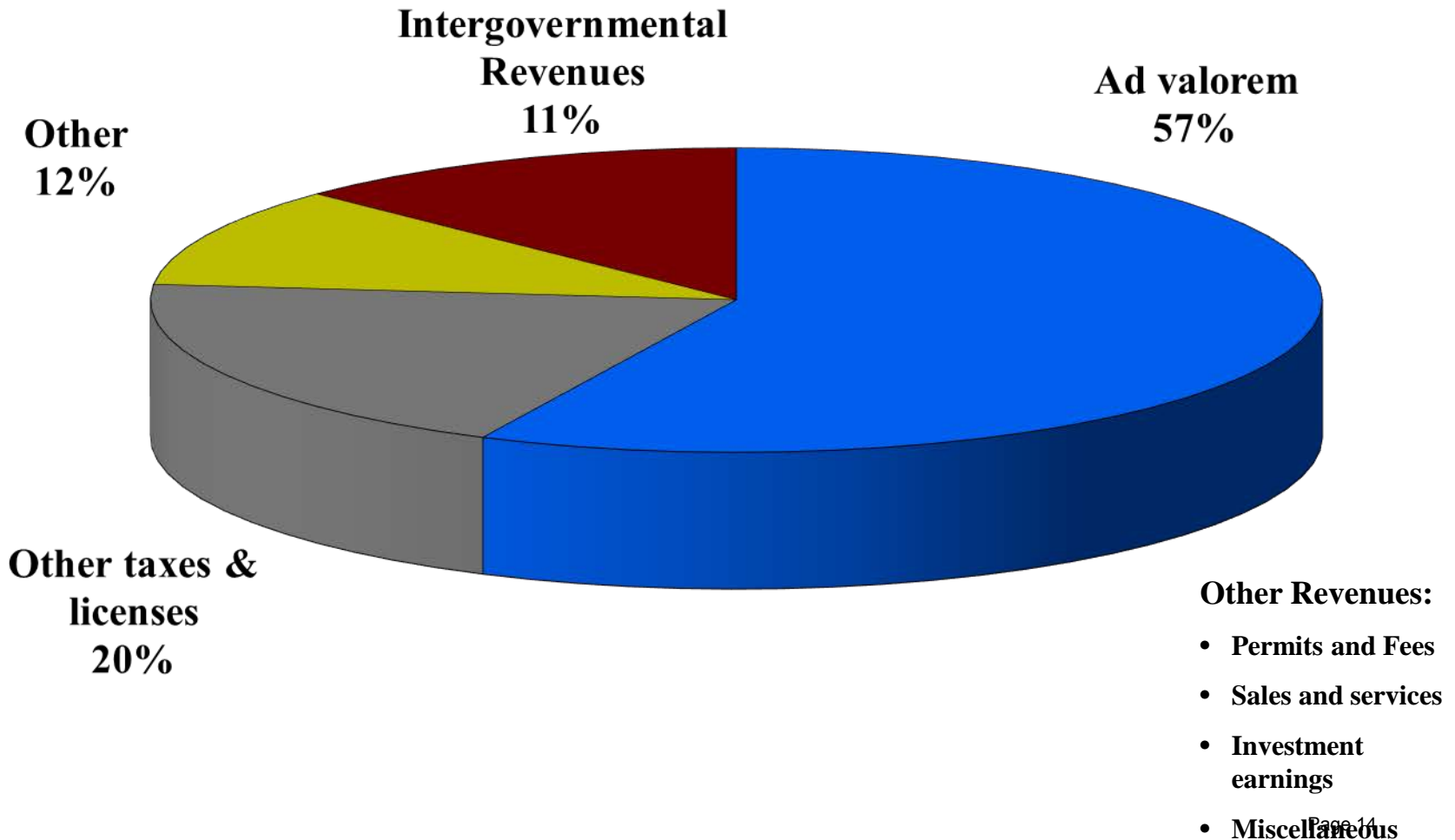
# General Fund Summary

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# Top 3 Revenues: General Fund

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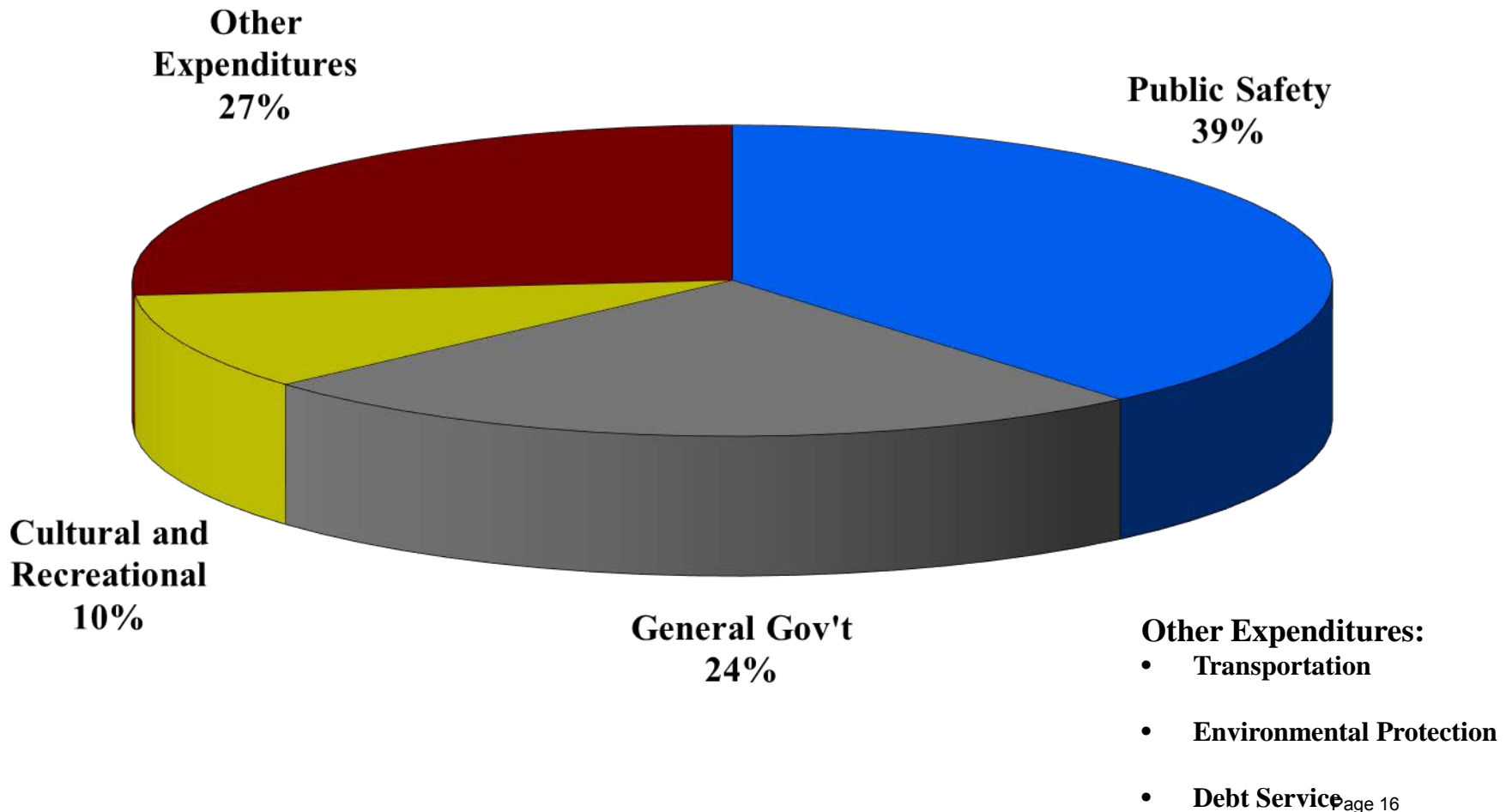
# Property and Registered MV Tax

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	<b>2015</b>	<b>2016</b>
Net Levy	\$15,388,156	16,900,584
Uncollected	(44,234)	(51,069)
Taxes Collected	15,343,922	16,849,515
Collection Percentage	99.71%	99.70%

# Top 3 Expenditures: General Fund

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# CAFR Contents

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- Introductory Section- Overview of Town
- Auditor's Opinion
- MD&A- Summary of financial activity
- Financial Statements
- Notes
- Statistical Section- 10 year trends
- Compliance

**Discussion**

**&**

**Questions**

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: December 20, 2016		
Subject: Approval of Minutes		
Location on Agenda: Consent		
Department: Administration		
Contact: Stella Gibson, Town Clerk		
Presenter: Stella Gibson, Town Clerk		
Brief Summary:  Minutes from July 26, September 6, October 25, and November 7 Council Meetings and Closed Session Minutes from October 25 and November 7, 2016.		
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: None		
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  
Council Work Session Minutes  
July 26, 2016

The Council met in a Work Session at 6:00 p.m. on Tuesday, July 26, 2016 in the Garner Police Department Training Room located at 912 7<sup>th</sup> Avenue.

Present: Mayor Ronnie Williams, Mayor Pro Tem Kathy Council Member Jackie Johns, Council Member Buck Kennedy, and Council Member Marshburn and Council Member Singleton.

Staff Present: Rodney Dickerson-Town Manager, Rick Mercier-Communications Manager, Sonya Shaw-PRCR Director, Marcelle Williams-Recreation Administrative Specialist, BD Sechler-Human Resources Director, Brandon Zuidema-Police Chief, Lt. Walt Myer, Lt. Mike Mclver and Lt. Lorie Smith.

**CALL MEETING TO ORDER**

Mayor Williams called the meeting to order at 6:00 p.m.

**ADOPTION OF AGENDA**

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

Motion: Johns  
Second: Marshburn  
Vote: Unanimous

**REPORTS/DISCUSSION**

**Purchase of Property**

Presenter: Rodney Dickerson, Town Manager

Town Manager Rodney Dickerson presented a timeline and information regarding the purchase of property located at 8025 Country Club Road, Garner NC. The property consists of 120.81 acres and is currently developed as a golf course. If purchased, the Town would utilize the property as a park, recreation or open space. The Council also discussed a short-term lease back agreement.

Council Member Kennedy asked Mr. Dickerson to explain how the Town would pay for this property? Mr. Dickerson explained that we reached out to our financial consultant and asked him analyze the Town's debts through assessment and they advised the Town could absorb 4.8 million in debt. Mr. Dickerson also stated no parks-in-lieu of fees are being proposed for funding.

Motion: Singleton  
Second: Marshburn  
Vote: Unanimous

**Response to the President's 21<sup>st</sup> Century Task Force Report on Policing**

Presenter: Chief Zuidema, Police Chief

Police Chief Zuidema presented an overview of the Garner Police Department's published response to the findings and recommendations of the President's 21<sup>st</sup> Century Task Force on Policing.

The Garner Police Department has done a thorough examination of the report, the six pillars, and the specific recommendations for law enforcement agencies and partners. Chief Zuidema summarized their findings and intentions moving forward:

- The Garner Police Department's reliance on our values of Commitment, Integrity, and Professionalism and our commitment to maintaining our status as a CALEA accredited agency ensure that we are meeting or exceeding many of the guidelines found in the Task Force Report.
- We maintain an appropriate emphasis on receiving, investigating, and documenting citizen complaints and investigating and documenting incidents involving the use of force and vehicle pursuits. We are transparent with these investigations and our findings to the extent that North Carolina General Statute allows us to and we emphasize ongoing training in these critical areas to ensure a positive relationship with our community.
- We are proactive in emphasizing officer safety and fitness and we provide our employees with the equipment and training needed in these areas.
- Although we are active in our community and have a variety of means of working directly with the community, we need to continue to look for opportunities to involve community members in our planning and training efforts.
- We need to be proactive in reaching out to diverse groups in the community in order to better understand their unique circumstances and challenges. We also need to ensure that we have policies and procedures in place to ensure we are treating all persons in an equitable manner.
- We need to continue to focus on our community transparency, to include giving consideration to expanding our ride along policy, publishing all of our Department policies, and considering the use of an advisory committee. We also have a number of areas identified in the Task Force Report to conduct additional research to determine what policy and procedure changes can enhance our relationships with all members of the community we serve.
- We need to continue to focus our efforts on expanding our pool of candidates to ensure that we have a diverse group of employees that are representative of the community we serve.

Action: Presentation only; no action

### **Bond, Capital Priority Project and Emerging Needs Funding Update**

Presenter: John Hodges, Assistant Town Manager-Development Services

Mr. Hodges presented an overview of the items and recommended funding sources for projects discussed during the 2016 Council Retreat. In addition, Mr. Hodges recommended discussing the Streets and Sidewalk bonds during the August Work Session and the Parks and Recreation Bonds during the September Work Session.

Council consensus to move forward with the following projects:

Shelter at Garner Rec Park  
Resurface Parking – GRP  
Bryan Road Joint Use (Garner half)  
BMP at Lake Benson Park  
Parking at Lake Benson Park  
Rand Mill Road Park Repairs

### **Parks, Recreation & Cultural Resources Department Reorganization**

Presenter: Sonya Shaw, PRCR Director

Ms. Shaw presented a recommendation of a department reorganizational which will reclassify the Recreation Administration Specialist position, Grade 20, to the proposed Athletics Programs Supervisor position, Grade 23. The PRCR department will assume associated costs of \$5,741 in its current budget for this reclassification. The second part of reorganization would move Kendrick Mayes from the Outdoor and Adventure team to the Cultural Arts & Events team.

Council Member Singleton asked what types of calls were received for facilities. Ms. Shaw and Mr. Williams discussed the different requests for outdoor space including multi-purpose space from adult and youth flag football, adult kickball, and soccer.

Council Member Kennedy asked what marketing tools PRCR used and Mr. Williams explained they utilize several different marketing tools and had recently tried a Facebook add which worked out extremely well with over 15,000 hits.

Action: Place on future Consent Agenda

### **Employee Policy Manual Review**

Presenter: BD Sechler, Human Resources Director

Human Resources Director BD Sechler presented the following new policies and changes the department is recommending as part of their annual Policy Manual review.

#### **New Policies**

- Employee Identification & Access Badge Policy
- Inclement Weather Policy

#### **Policies with changes**

- Call-back and On-call Pay
- Educational Assistance Program
- Fit for Duty Policy
- Overtime Pay
- Retiree Health Insurance
- Staff Appeals Procedure
- Working A Second Job While on FMLA

Council Member Kennedy requested Human Resources compare the amount of the Town's of Educational Assistance Program offers (\$1,100) compared to today's market.

Action: Place on future Consent Agenda

### **Town of Garner Flag**

Presenter: Rick Mercier, Communications Manager

Mr. Mercier presented a proposed Town of Garner flag design which included Council's recommendations.

Action: Council consensus to move forward with flag

### **COMMITTEE REPORTS**

## Manager Reports

- Chief Zuidema reminded Council of National Night Out scheduled for Tuesday, August 2.
- Mr. Dickerson reported Zimmer Development, LLC who are proposing a development off of Aversboro, will be hosting an informational meeting on August 1.
- Reported the little brick structure on the corner of Main and Purvis Street will be demolished with the intent of repurposing the bricks in area businesses on Main Street.
- Reported the agreement with CASL is almost complete.

## ATTORNEY REPORTS

### COUNCIL REPORTS

#### Council Member Marshburn

- Recognized Mr. Rodrick Henry on Main Street for being in business for 29 years and is now retiring and moving out of area.

#### Council Member Behringer

- Reported West Garner road between Creech Road and Aversboro needs mowing and edging.
- Reported the property that the Town owns on corner of Avery Street needs grass cut.
- Requested that Garner Road be looked at on a more frequent basis as trash and lawns need regular attention.
- Requested meeting procedures be distributed and reviewed.

#### Council Member Johns

- Questioned how often Highway 70 is mowed and mentioned it needs to be done.
- Reported that water on Carol Street is not going into the ditch, but in resident's yards.

#### Council Member Singleton

- Provided an update on work being performed on Highway 50 and Main Street; the contractor is putting down asphalt and it looks like it's getting close to completion.
- Reported the grass along Buffalo Road in construction area needs to be cut.

#### Council Member Kennedy

- Agreed with Council Member Singleton regarding the grass on Buffalo Road.

#### Council Member Singleton

- Attended the TCC luncheon meeting on affordable housing and thought it was very informative and suggested the Town bring someone in to get up-to-date on this issue.

#### Mayor Pro Tem Behringer

- Reported tall grass in the median on 5<sup>th</sup> Avenue and Aversboro Road and in the median at the Highway 50 eastbound exit.
- Requested information on drug activity in area schools.
- Requested a status of the recent break-ins of storage sheds.

## CLOSED SESSION

Motion: Singleton  
Second: Behringer  
Vote: Unanimous

Pursuant to N.C.G.S. Section 143-318.11(a)(5) "to discuss possible real estate acquisition and the Town's negotiating position regarding such real estate."

Motion: Marshburn  
Second: Johns  
Vote: Unanimous

**RETURN TO REGULAR SESSION AND ADJOURNMENT: 9:45 p.m.**

Motion: Singleton  
Second: Marshburn  
Vote: Unanimous

Respectfully Submitted,  
Rebecca Schlichter

DRAFT

**Town of Garner  
Town Council Meeting Minutes  
September 6, 2016**

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

**CALL MEETING TO ORDER/ROLL CALL**

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

Staff Present: Rodney Dickerson-Town Manager, John Hodges-Assistant Town Manager-Development Services, Brad Bass-Planning Director, David Bamford-Planner, Matt Klem-Planner, Sonya Shaw-PRCR Director, Paul Cox-Public Works Director, William E. Anderson-Town Attorney, Stella Gibson-Town Clerk

**PLEDGE OF ALLEGIANCE:** Council Member Gra Singleton

**INVOCATION:** Council Member Gra Singleton

**PETITIONS AND COMMENTS**

**ADOPTION OF AGENDA**

Motion: Johns  
Second: Marshburn  
Vote: Unanimous

**PRESENTATIONS**

**CONSENT**

**Sewer Easement Request**

Presenter: Tony Chalk, Town Engineer

The Timmons Group is requesting approval of a 20' sewer easement across Town owned property at the corner of Old Scarborough Lane and Aversboro Road to serve the Carillon Assisted living project.

Action: Authorize Easement

**Waterline Easement Request**

Presenter: Tony Chalk, Town Engineer

The developer of the proposed Timber Drive office park project is requesting an easement across Town owned property to extend the water line east to the project.

Action: Authorize Easement

**Cooperative Agreement to Accept Wake County's Contract Terms and Agreement Regarding Disaster Debris Removal and Clearance Services**

Presenter: Paul Cox, Public Works Director

Wake County went out to bid for disaster debris removal and monitoring services in the event of a major storm or debris producing event. The prepositioned contracts put them in a position to expedite the mobilization of contractors and give them a clearer expectation of costs. Wake County has extended the opportunity to all municipalities to piggyback on their contract terms and bid results. FEMA approves of prepositioned contracts because it can prevent inflated pricing in the midst of a disaster. These agreements will be in place for 5 years.

Action: Authorize Execution of Agreement

**CASL Agreement**

Presenter: Sonya Shaw, PRCR Director

Over the past several months, Town staff met with Capital Area Soccer League representatives to develop terms for a new 5-year agreement for CASL's use of soccer fields in Garner. The new agreement allows for additional field space to accommodate CASL's program growth, no additional costs to hang program banners at fields and an increased fee structure.

Action: Authorize Execution of Agreement

**Offer to Purchase Property at 152 Montague Street**

Presenter: William E. Anderson, Town Attorney

The property at 152 Montague Street has been offered for sale. The owner has accepted an offer to purchase in the amount of \$89,000.

Action: Authorize purchase of property for the amount of \$89,000

Motion: Kennedy  
Second: Johns  
Vote: Unanimous

**PUBLIC HEARINGS**

Mayor Pro Tem Behringer announced the next two public hearings were to consider a conditional use zoning application and quasi-judicial hearings for conditional use permit applications and asked the Town Attorney to explain the procedures to be followed in these hearings. The Clerk administered the Affirmation of Oath to the following Brad Bass, David Bamford, Matt Klem, Mike Stewart, Kevin Campbell, Tony Tate

Mayor Pro Tem Behringer asked the Council to disclose any ex parte communications regarding these projects. Hearing none, she moved forward with the applications.

**Rezoning Application CUD-Z-16-06 and Conditional Use Permit CUP-SB-16-03, Johnson Street Subdivision**

Presenter: David Bamford, Senior Planner and Matthew Klem, Planner

Mayor Pro Tem Behringer opened the public hearing and asked David Bamford to provide the staff report.

This request is to rezone a 5 acre tract located on Johnson Street from CR to R-9 C186 and request for conditional use permit approval of a 16 lot single family subdivision. This site has 73 feet of road frontage along Johnson Street, which is maintained by the Town of Garner. The proposed zoning change would lower the

development intensity on the property from commercial retail to single-family residential and lower the approximate number of trips generated per day from 1,932 to 153. Access to this project is off of Johnson Street. The Planning Commission heard this item at their regularly scheduled meeting on August 8, 2016 and unanimously recommended approval of the request.

Mr. Klem presented the staff report for CUP-SB-16-03.

The proposed subdivision will consist of 17 single family homes with a minimum lot size of 9,000 square feet. A variance was granted to reduce the amount of open space from .5 acres to .3 acres with the condition that the developers provide a contiguous walking path around the subdivision. This path will be privately owned and maintained by the homeowner’s association. A fee-in-lieu of parkland dedication is also required. Buffers will include a 25 foot landscape buffer between the proposed development and the multi-family development to the north. The existing vegetation will be used to meet buffer requirements with supplemental plantings where necessary. This site does not contain a FEMA designated flood plain, but is subject to water quality and quantity requirements. The fire Inspector reviewed and approved the plans as proposed. Public water and sewer mains will be extended to provide service for individual residential parcels and to adjacent property lines. The public sewer main will be extended to the west and northeast for future use. The location and design of the proposed mail kiosk must be approved by the Garner Postmaster. The Planning Commission heard this item at their regularly scheduled meeting on August 8, 2016 and unanimously recommended approval of the request with 3 site specific conditions.

Council Member Kennedy asked if the storm water facility was a dry pond if it would be required to have a fence around it along with landscaping. Mr. Klem stated that all the storm water ponds would be required to meet this requirement.

Mr. Mike Stewart, designer of the project, stated he was available to answer questions.

Mr. Kevin Campbell, CEO of Habitat for Humanity, thanked Council for their past support and advised this project will be utilized as affordable housing. Council Member Marshburn asked the approximate buildout of the subdivision and Mr. Campbell advised each home takes approximately 9-10 weeks to build with construction beginning towards the end of 2018. Mr. Campbell also added the homes range from 1,100 – 1,500 square feet that are sold at appraised value so home prices in the community are not undermined.

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

Action: Adopt Ordinance (2016) 3825

Motion: Marshburn  
Second: Johns  
Vote: Unanimous

Action: Approve Permit CUP-SB-16-03 with 4 site specific conditions: 1) Written approval of design and location of the mail kiosk by the Town of Garner Post Master shall be received by the Planning Department prior to first plat recordation; 2) Documentation establishing a Homeowner’s Association and Restrictive Covenants shall be submitted to the Town of Garner Planning Department prior to first final plat recordation, 3) A fee-in-lieu of parkland dedication shall be paid to the Town of Garner prior to issuance of each building permit, 4) Storm water ponds will be fenced and landscaped.

Motion: Singleton  
Second: Marshburn  
Vote: Unanimous

**Conditional Use Permit CUP-SP-16-23, Pitt Electric**

Presenter: Matt Klem, Planner

Mayor Pro Tem Behringer opened the public hearing and asked Matt Klem to provide the staff report.

This request is for a conditional use permit site plan approval of 3,080 square foot of office space and 4,120 square foot of warehouse space located at Lot 23, White Oak Business Park. The building is a tan metal structure with brick façade on the 3 sides visible from the right-of-way. A 7.5 foot perimeter buffer along the south and west side of the property is required along with a 15-foot street buffer along Bricksteel Drive and Tinsteel Court. Service and loading areas will be screened with 8-foot tall plantings. A total of 26 parking spaces will be provided. This project is subject to nitrogen and water quality requirements; a detention dry basin is configured to detain the 1, 10 and 25 year events. The site is not within a floodplain and the fire protection proposed has been reviewed and approved by the Inspections Department. Connections to water will be along Tinsteel Court and connection to sewer will be along Bricksteel Drive. Two entrances are being proposed for this project. The lighting plan meets town standards but does not meet Unity of Development Standards for White Oak Business Park. The Planning Commission heard this item at their regularly scheduled meeting on August 8, 2016 and unanimously recommended approval of the request with 1 site specific condition.

Mr. Tony Tate, landscape architect for the project, stated that on behalf of Pitt Electric, he will work with staff to find appropriate, innovative lighting for the site.

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

Action: Approve CUP-SP-16-23 with 1 site specific condition: Staff will work with applicant regarding appropriate lighting for the site.

Motion: Kennedy  
Second: Singleton  
Vote: Unanimous

**NEW/OLD BUSINESS**

**Rezoning Application Z-16-01, Buffaloe Road**

Presenter: David Bamford, Senior Planner

Mr. Bamford stated this request is to rezone a .568 acre tract of land located 610 Buffaloe Road from R-40 to R-20. This project was originally heard at the April 11, 2016 Council Meeting. However, since that meeting, the owners have decreased the size of the rezoning request from 4.72 acres to .568 acres to match the adjacent property. The Planning Commission heard this item at their regularly scheduled meeting on August 8, 2016 and unanimously recommended approval of the modified request.

Council Member Marshburn asked about the septic system approval from Wake County and Mr. Olmstead responded that preliminary approval had been granted but could not be finalized until a survey was completed on the property. Mr. Olmstead also stated he planned to build a single family home with a walk-out basement on the property. The home will sit back from the property line approximately 120 feet. Mr. Olmstead explained that over the past year, two open houses were held inviting the neighbors and many of their concerns were incorporated in the design of the project.

Action: Adopt Ordinance (2016) 3826

Motion: Kennedy  
Second: Marshburn  
Vote: Unanimous

## COMMITTEE REPORTS

Council Member Marshburn reported the Law and Finance Committee met to discuss matters relating to the revenue savings plan. A Public Works Committee Meeting is scheduled for September 20, 2016 at 8:30 a.m.

## MANAGER REPORTS

- garner info
- Mr. Dickerson stated that since the next bond sale will likely occur later than originally planned, discussion of the Parks & Recreation Bonds will be moved to the October 18<sup>th</sup> Council Meeting agenda.
- The City of Raleigh is offering merger partners the opportunity to tour the Neuse River Resource Recovery Facility and the D.E. Benton Water Treatment Plant. Council was asked to provide their availability.

## ATTORNEY REPORTS

## COUNCIL REPORTS

Council Member Marshburn

- Asked about the development on Highway 50 near the First Baptist Church. Mr. Bass stated the site had been cleared without permits and was presently under investigation.
- Stated he was pleased to see the dog park at Lake Benson opened and being well utilized.
- Asked if the Town sustained any damage from the recent storm and Mr. Dickerson responded that other than rain, no incidents were reported.

Council Member Singleton

- Asked for an update on the progress of the Recreation Center. Mr. Hodges explained trees were cleared from the site last week and silt fencing was currently being installed. A groundbreaking ceremony will be scheduled when the site work is further along.
- Asked for an update on the new YMCA. Council Member Kennedy stated the groundbreaking ceremony will be held this fall within the next 6-8 weeks.
- Asked if the Town Hall project was on-track and Mr. Hodges advised that it was.
- Reported a pothole in the carpool lane at the 9<sup>th</sup> Grade Center and asked that staff contact Wake County.

Mayor Pro Tem Behringer

- Asked who would be responsible for repair of a pothole on Vandora Springs Road near the Papa Johns restaurant. Mr. Dickerson stated responsibility would depend on exactly where the pothole was located; staff will investigate.

Council Member Kennedy

- Thanked Paul Cox for his service to the Town and congratulated him on his upcoming retirement.

## CLOSED SESSION

Pursuant to N.C.G.S. 143-318.11(a)(5) "to discuss possible real estate acquisition and the Town's negotiating position regarding such real estate."

**RETURN TO REGULAR SESSION AND ADJOURNMENT- 8:51 p.m.**

Respectfully Submitted,  
Stella Gibson

DRAFT

Town of Garner  
Council Work Session Minutes  
October 25, 2016

The Council met in a Work Session at 6:00 p.m. on Tuesday, October 25, 2016 in the Garner Police Department Training Room located at 912 7<sup>th</sup> Avenue.

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

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

**CALL MEETING TO ORDER**

Mayor Williams called the meeting to order at 6:00 p.m.

**ADOPTION OF AGENDA**

Motion: Kennedy  
Second: Behringer  
Vote: Unanimous

**REPORTS/DISCUSSION**

**Additional Investment Options**

Presenter: Craig Robinson, PFM

Mr. Robinson presented an additional investment opportunity, Commercial Paper Market, which is allowed by our Investment Policy that may bring additional return to the Town.

**Commercial Paper Market**

- Unsecured promissory note issued by corporations and financial institutions to raise funds on a short-term basis
- Sold at a discount with maturities ranging from 1-270 days
- Typically offer higher yield than short-term Treasuries or Agencies because of additional risk
- Credit quality varies with issuer by national securities rating services such as Moody's (P-1,P-2,P-3) & Standard & Poor's (A-1+, A-1, A-2, A-3)
- Most CP programs are placed through dealers
- Some CP can be purchased directly from certain issuers (e.g., GECC, Toyota Credit, and Exxon)

**Recommendation: Allow for Investment in Commercial Paper**

- The Town may increase earnings by adding commercial paper to its portfolio
- G.S. 159-30 and The Town's investment policy, allows for the investment in commercial paper with ratings requirement of A-1/P-1 or higher, and sector and issuer limitations
- Because commercial paper has credit risk, it requires a diligent credit approval and monitoring process
- Adding commercial paper to the Town's investment portfolio will provide liquidity while seeking to maximize the return on short term investments

- Utilizing high-quality Commercial Paper in shorter maturities (<180 days) to enhance diversification and add value versus government securities

#### Sample Portfolio

- Current: The Town currently limits investments to the North Carolina Capital management Trust, U.S. Treasury and Federal Agency Securities
- Option: Expand portfolio to include a broader range of fixed-income securities such as Commercial Paper, in compliance with G.S. 159-30 and the investment policy requirements for the Town, which may offer higher earnings potential over a full market cycle

Action: Council consensus to invest in Commercial Paper Market.

6:40 p.m. - Council excused Rodney Dickerson-Town Manager

#### **Skill Gaps in the Trades**

Presenter: Joseph Stallings, Economic Development Director

Mr. Stallings gave a brief presentation on the growing shortage of persons entering trade related industries.

Action: Presentation only; no action

#### **Update on New Rand Road Discussion with NCDOT and Design Scope**

Presenter: Tony Chalk, Town Engineer

Mr. Chalk presented an update on the proposed New Rand Road Improvements Project included in the Street and Sidewalk bonds.

#### **Design Proposal**

Staff engaged Kimley-Horn, who did the conceptual project estimates in preparation for the bond program, and asked them to prepare a quote for design of the project. The quote, is based on the original scope of the project plus preparation of environmental documentation that will be needed if CAMPO or other funding sources are sought. If it is determined that design and right of way acquisition would not be complete in time for a submission for CAMPO funding, or if Council chooses to not pursue such funding, the cost of the environmental documentation may not be needed. The current project scope ends at Main Street and does not include improvements between the railroad tracks and the Garner Road intersection.

Staff observes that there is an opportunity to add to the scope of this project to include an improved crossing of the railroad tracks and improvements to the intersection of Garner Road, possibly including a turn lane and potential pedestrian track crossing. Staff believes that these improvements will help optimize the impacts to the Hwy 70/New Rand congestion and prepare for potential development along the Garner Road corridor in the future. However, these additional improvements will require strategic coordination with and participation from NC DOT and the North Carolina Railroad Company. If there is interest in expanding the scope, the additions could be designed as a separate project that could track independently through approvals and, if needed, construction to avoid delay of the original project.

#### **Next Steps**

Staff is prepared to move forward with the Kimley-Horn engagement to design the project with the current scope upon approval by Council. Staff recommends using the remaining balance of the 2010 Build America Bond – Timber Drive Project to cover the design costs. There is an approximate balance of \$300,000 remaining in the project fund which is enough to cover the proposed design costs of \$295,150. Bond Counsel has encouraged us to use these funds for the next qualifying expense as we are approaching seven years since the original sale.

Mr. Hodges explained that timing of the project may be an issue if funding is requested from CAMPO.

Council Member Kennedy asked the estimated cost of this project. Mr. Chalk responded at the time of original time presented approximately \$1,900,000. However due to construction costs, the project may be between 2.3M and 2.5M.

Action: Council consensus for staff to speak with Kimley-Horn regarding what their experience with working with the railroad and modify their proposal to reflect improvements on New Rand Road from Main Street to the Garner Road intersection.

### **Cost Share for Signal at White Oak Road and Hebron Church Road**

Presenter: John Hodges, Assistant Town Manager-Development Services and Pam Wortham, Finance Director

Wake County Public School System has invoiced the Town for its cost share of the signal installed at the intersection of White Oak Road and Hebron Church Road in the amount of \$57,624.21.

Action: Authorize Payment of \$57,624.21

Motion: Kennedy  
Second: Singleton  
Vote: Unanimous

### **COMMITTEE REPORTS**

#### **MANAGER REPORTS**

- AT&T Fiber ready announcement October 31, 2016, from 1:00-3:00 p.m. at Cabela's.
- Topping out lunch hosted by Resolute, November 3, 2016 at 12:00 p.m.
- Town of Garner now has a Town Flag and is displayed in Training Room.

#### **COUNCIL REPORTS**

Council Member Marshburn

- Golden State Food luncheon on November 17, 2016.
- Mayor Bob Matheny of Zebulon is now the President for the North Carolina League of Municipality.

Mayor Pro Tem Member Behringer

- The County has agreed to move up maintenance from 2 times a year to 3 times a year on the Simpkins Road median on 401 South.
- Reported 402 W. Garner Road needs mowed.

Council Member Johns

- Encouraged citizens to vote.

Council Member Singleton

- Mentioned extending Aversboro Street sidewalk from YMCA to Zinnia Lane.
- Expressed concern regarding the safety of the pedestrian crossing at the intersection of Buffaloe Road and Aversboro Road.

**CLOSED SESSION**

Pursuant to N.C. General Statutes Section 143-318.11(a1)) and 143-318.11(a)(3)) to discuss possible prospective litigation.

Motion: Kennedy  
Second: Behringer  
Vote: Unanimous

**RETURN TO REGULAR SESSION AND ADJOURNMENT: 9:20 p.m.**

Respectfully Submitted,  
Rebecca Schlichter

DRAFT

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

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

**CALL MEETING TO ORDER/ROLL CALL:**

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-Assistant Town Manager-Development Services, Brad Bass-Planning Director, David Bamford-Senior Planner, Rick Mercier-Communications Manager, Tony Chalk-Town Engineer, William E. Anderson-Town Attorney, Stella Gibson-Town Clerk

**PLEDGE OF ALLEGIANCE:** Council Member Buck Kennedy

**INVOCATION:** Council Member Buck Kennedy

**PETITIONS AND COMMENTS**

**ADOPTION OF AGENDA**

Mayor Williams requested to add a review of accomplishments from the past 12 months and Mr. Anderson requested to add an additional closed session pursuant to N.C. General Statute 143-318-11.11(a)(3) "to consult with the Town Attorney regarding litigation."

Motion: Marshburn  
Second: Johns  
Vote: Unanimous

**PRESENTATIONS**

**Proclamation Recognizing World Pancreatic Cancer Day**

Presenter: Ronnie Williams, Mayor

A Proclamation was presented to Rhonda Wilkie recognizing November 17, 2016 as World Pancreatic Cancer Day.

**Recognize Retirements of Earman Adams and Paul Cox**

Presenter: Rodney Dickerson, Town Manager

Earman Adams, Public Works Supervisor and Paul Cox, Public Works Director were recognized for their dedicated service to the Town of Garner.

## **Garner Fire Rescue ISO Inspection Rating Report**

Presenter: Matthew R. Poole, Fire Chief

Chief Poole presented the results of the recent ISO inspection indicating Garner Fire-Rescue improved its current insurance rating from a Class 4 in the Town of Garner to a Class 2 and its Wake County area from a Class 6 to a Class 4. Garner is only one of two Fire Departments in Wake County with a Class 2 rating and one of 750 in this Class in the United States.

### **CONSENT**

#### **Minutes from September 27, October 3 and October 18, 2016 Council Meetings and Closed Session Minutes from July 19, August 16 and September 6, 2016.**

Action: Adopt Minutes

#### **Resolution Authorizing Investigation of Annexations Petitions, ANX-16-06 (Timber Drive Office Park Tract) and ANX-16-07 (Cermin Tract)**

This Resolution authorizes the Town Clerk to investigate the sufficiency of Annexation Petitions ANX-16-06 (Timber Drive Office Park tract, located on Timber Drive East) and ANX-16-07 (Cermin Tract, located on US 70).

Action: Adopt Resolution (2016) 2306

Motion: Johns  
Second: Marshburn  
Vote: Unanimous

### **PUBLIC HEARINGS**

#### **Annexation Petitions ANX-16-03 (Country Club Drive), ANX-16-04 (Bryan Nature Park) and ANX-16-05 (711 Maxwell Drive)**

Presenter: David Bamford, Senior Planner

Mayor Williams opened the public hearing and asked David Bamford to provide the staff report. Mr. Bamford explained this request was for satellite annexation of a 115.47 acre tract located at 8025 Country Club Drive (Meadowbrook Country Club tract).

Ms. Robin King expressed concerns regarding which property ANX-16-03 (Country Club Drive) would apply to. Mr. Brass explained this annexation is only for the Meadowbrook property and would not affect any other properties in the area.

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

Action: Adopt Ordinance (2016) 3830, Country Club Drive (ANX-16-03)

Motion: Singleton  
Second: Johns  
Vote: Unanimous

Mayor Williams opened the public hearing and asked David Bamford to provide the staff report. Mr. Bamford explained this request was for satellite annexation of a 2.8 acre tract located at 711 Maxwell Drive.

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

Adopt Ordinance (2016) 3831, Bryan Nature Park (ANX-16-04)

Motion: Singleton  
Second: Johns  
Vote: Unanimous

Mayor Williams opened the public hearing and asked David Bamford to provide the staff report. Mr. Bamford explained this request was contiguous annexation of a 20.1 acre tract located at the end of Forest Landing Drive (Bryan Nature Park tract).

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

Adopt Ordinance (2016) 3832, 711 Maxwell Drive (ANX-16-05)

Motion: Kennedy  
Second: Marshburn  
Vote: Unanimous

### **General Use Rezoning Z-16-03**

Presenter: David Bamford, Senior Planner

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

Mr. Bamford explained this request from the Town of Garner is to rezone a 115 acre tract of land located at 8025 Country Club Drive from Wake County R-30 and Watershed Overlay to Town of Garner R-40 and Swift Creek Overlay District. Annexation Petition ANX-16-03 is related to this item.

Hearing no further comments, Mayor Williams closed the hearing. This matter was referred to the Planning Commission.

Motion: Singleton  
Second: Johns  
Vote: Unanimous

### **Installment Financing**

Presenter: Mitch Brigulio, Davenport & Company

Mayor Williams opened the public hearing and asked Mr. Brigulio to provide information regarding the RFP they prepared requesting banks to provide financing options for the purchase of vehicles and other equipment as approved in the FY 2016-17 budget, costs associated with the purchase of the Meadowbrook property, and refinancing of the 2011 Installment Purchase Contract. Mr. Brigulio presented the proposals to Council for discussion. After review of the proposals, Council selected the

10-year loan option offered by BB&T. Over the life of the loan, the Town should see a significant amount of interest savings and establish the ability for debt capacity earlier than anticipated.

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

Action: Adopt Resolution (2016) 2307

Motion: Singleton  
Second: Marshburn  
Vote: Unanimous

## **NEW/OLD BUSINESS**

### **Ordinance to Amend Chapter 3 of the Town's Code of Ordinances (Animals and Fowl)**

Presenter: Mike McIver, Lieutenant

As discussed at the Council Work Session on September 27, 2016, the proposed amendments are specific to Sections 3-1 (Definitions), 3-17 (Confinement of Dangerous Animals), and 3-25 (Imposition of Penalties for Violations of Chapter).

Action: No action taken; place on future agenda

### **Design Services Contract for Avery Street/Curtis Drive Sidewalk Project**

Presenter: Tony Chalk, Town Engineer

Mr. Chalk stated Municipal Engineering was asked to submit a proposal to design the sidewalk improvements along Avery Street from Powell Drive to Creekbrook Court and along Curtis Drive from Avery Street to Bryan Street at a cost of \$19,500. Mr. Chalk also stated it will take approximately three months to complete the design process.

Action: Authorize Execution of Contract with Municipal Engineering for \$19,500

Motion: Kennedy  
Second: Singleton  
Vote: Unanimous

## **COMMITTEE REPORTS**

### **MANAGER REPORTS**

- garner info
- Finance & Permit Report
- Solid Waste CPI Increase – This increase is scheduled each October based on the consumer price index. Residents will only see an increase in costs related to special charges or bulk pick-ups. Mr. Dickerson also reminded Council the current solid waste contract is scheduled to end next October. Next spring, staff will present a recommendation for Council consideration regarding solid waste service.
- Advised Council the Consumer Confidence Report was received from the City of Raleigh.

- Important dates to remember:
  - November 10 - Earman Adams Retirement Reception at 2:30 p.m. at Public Works
  - November 11 - Veterans Day (Town Holiday) – Council is invited to attend the Veteran’s Day Celebration hosted by the Aversboro Baptist Church at 11:00 a.m.
  - November 12 - Broadway Voices – Rebecca Luker performing at GPAC at 7:30 p.m.
  - November 14 – First Baptist Church/Community of Hope Annual Butterball Turkey Giveaway
  - November 16 - Paul Cox Retirement Reception at 2:30 p.m. at Public Works
- Tablets for Council – Mr. Dickerson advised Council that staff should have options for Council Tablets within the next 60-90 days. Council Member Kennedy asked if it were possible to obtain sample devices and Council Member Marshburn stated he felt longevity of the product was important.

## ATTORNEY REPORTS

## COUNCIL REPORTS

Mayor Williams

- Presented the following accomplishments from the past 12 months.

*Council ... it has been a year since Council Members Johns, Kennedy, Marshburn and I won new terms. It has been quite an eventful year, and I wanted to take just a couple of minutes to review what’s been accomplished in Garner in these past 12 months. For starters, we hired a new manager who guided us skillfully on a smooth leadership transition. The manager, his budget team and Council worked through some significant challenges during the creation and approval of this year’s budget. It was impressive the way we met those challenges. We made outstanding progress on our bond program in the past 12 months. We opened the new police station and broke ground on the new Town Hall and Recreation Center. We also opened our second dog park and completed the sidewalk project on Benson Road and Main Street. Recently, we made a prudent decision to purchase the Meadowbrook Country Club property so that we can enhance our parks and recreation amenities in that key growth area. Speaking of growth, we are in the midst of updating our Comprehensive Growth and Transportation Plans—and we’re doing it with strong citizen engagement. All of this occurs as Garner nears 30,000 in population—with fast future growth to be expected. In the past year, the Town has seen considerable growth in its industrial, retail, and residential sectors, with the locating of Stock America’s corporate headquarters and Improved Nature’s manufacturing center ... the opening of several new shops and restaurants in White Oak ... and the approval of over 1,500 new residential units. This past year on the economic development front, we’ve also seen our two premier industrial sites be designated Fiber Ready by AT&T. All in all, we are well positioned to grow and prosper. I would be remiss if I didn’t mention other signs of growth in the past year—such as the recent groundbreaking for the new YMCA facility on Aversboro Road as well as the opening of South Garner High School and the groundbreaking for Bryan Road Elementary. The recent improvement in Garner Fire-Rescue’s ISO ratings shows that citizens can expect superior service delivery even as we grow. You see that in other ways too. In the past year, the Town has launched a new and improved website and continued to offer great special events and programming—anyone who was out at White Deer Park last week for Trick-or-Treat the Trails can attest to that. Finally, I want to note that we’ve had these successes while continuing to look for ways to better manager taxpayer dollars, whether that’s through the Revenue Savings Plan or by looking for ways to be more prudent in our investments. I could go on about the things that have been accomplished in the past year, but I think I’ve made my point—Garner is on the right path, and with good leadership and strong citizen engagement, there’s no limit to how great this town can be.*

Council Member Kennedy

- Asked if the boathouse at Lake Benson Park was closed for the winter and Mr. Dickerson confirmed that it always closes at the end of October.
- Asked if this was the time of year to consider appointments to the Fire Department board. Mayor Pro Tem Behringer confirmed that it was and that the members whose term will expire has expressed a desire to be re-appointed for another term.

Council Member Singleton

- Reported the light closest to Main Street is still out under the train trestle.
- Expressed the urgency of moving the Buffalo sidewalk project along before the asphalt plants close for the winter.

Council Member Johns

- Reported the ditches on the east side of Carroll Street need to be cleaned.

Mayor Pro Tem Behringer

- Reminded Council of the Garner Revitalization Association Retreat tomorrow at 9:00 a.m. at the Garner Performing Arts Center.
- Asked for a status of the property along Highway 50 being cleared without the proper permits. Town Attorney Anderson explained this site has been issued citations by staff regarding the parking and storage of commercial vehicles without proper zoning and a hearing is scheduled for Wednesday with the floodway administrator to address the issue of construction in a floodway.

Council Member Marshburn

- Expressed encouragement for the Human Resources efforts to increase fitness in the workplace; the fit and festive challenge began today.

Mayor Williams reported Jonathan Alexander will no longer be covering Town business in the News & Observer. He will now be covering sports. Council wished Jonathan good luck and appreciation for his coverage of Town business.

**CLOSED SESSION**

Pursuant to N.C. General Statutes Section 143-318.11(a)(5) "to discuss possible real estate acquisition and the Town's negotiating position regarding such real estate" and N.C. General Statute 143-318-11.11(a)(3) "to consult with the Town Attorney regarding litigation."

**RETURN TO REGULAR SESSION AND ADJOURNMENT:** 10:09 p.m.

Respectfully Submitted,  
Stella Gibson

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: December 20, 2016		
Subject: Budget Amendment		
Location on Agenda: Consent		
Department: Finance		
Contact: Pam Wortham, Finance Director		
Presenter: Pam Wortham, Finance Director		
<b>Brief Summary:</b>  This request is to increase budgeted revenues by \$8,890 to cover the cost of vehicle repairs. The revenues come from insurance proceeds received for police vehicles. The insurance company sent the funds to the Town to cover the cost less the \$1,000 deductible per the policy.		
<b>Recommended Motion and/or Requested Action:</b> Approve budget amendment		
<b>Detailed Notes:</b> Our insurance company sent a check to the Town in the amount of \$8,890. This is the amount that the repair to the police vehicle will cost, less the \$1,000 deductible.		
<b>Funding Source:</b> Receipts		
Cost: \$8,890	One Time: <input checked="" type="radio"/>	Annual: <input type="radio"/> No Cost: <input type="radio"/>
<b>Manager's Comments and Recommendations:</b> None		
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:		

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**FINANCE DEPARTMENT MEMORANDUM**

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**TO:** RODNEY DICKERSON, TOWN MANAGER  
**FROM:** PAM WORTHAM, FINANCE DIRECTOR  
**SUBJECT:** BUDGET AMENDMENT  
**DATE:** DECEMBER 14, 2016

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**GENERAL FUND**

This request is to increase budgeted revenues by \$8,890 to cover the cost of vehicle repairs. The revenues come from insurance proceeds received for police vehicles. The insurance company sent the funds to the Town to cover the cost less the \$1,000 deductible per the policy.

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

ORDINANCE NO. (2016) 3841

ORDINANCE AMENDING ORDINANCE NO. (2016) 3817  
WHICH ESTABLISHED THE 2016 – 2017 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:**

<b>Department/ Category</b>	<b>Description</b>	<b>Current</b>	<b>Amended</b>	<b>Net Change</b>
10305000-465070	Insurance Proceeds	\$0	\$8,890	+\$8,890
10511000-521700	Police-Auto Maintenance and Repair	\$66,000	\$8,890	+\$74,890

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 20<sup>th</sup> day of December, 2016.

\_\_\_\_\_  
Ronnie S. Williams, Mayor

ATTEST: \_\_\_\_\_  
Stella Gibson, Town Clerk

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: December 20, 2016		
Subject: Updates to Performance Management Process		
Location on Agenda: Old/New Business		
Department: Human Resources		
Contact: BD Sechler, Human Resources Director		
Presenter: BD Sechler, Human Resources Director		
Brief Summary:  Review of several modifications and recommended changes to performance management process to make it more efficient and effective.		
Recommended Motion and/or Requested Action: Approve changes/updates to performance management process		
Detailed Notes: Proposed changes will not have additional impact on the budget.		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations: The proposed changes have been endorsed by department heads and will improve the performance evaluation process.		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	BDS	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

# Performance Management Updates

Strengthening Our Pay for Performance Program

December 20, 2016



# Goals for Changes

- Better balance of effort and outcome to ensure effective overall performance management process
- Ensure more meaningful formal performance feedback
- Continue to emphasize the importance of performance management
- Increase understanding and knowledge of Halogen system
- **Changes effective January 1, 2017**

# Current Awards Chart

Performance Awards Chart <i>Effective 01/01/14</i>	DEVELOPMENTAL SEGMENT  EVERY SIX MONTHS	MARKET PERFORMANCE SEGMENT  ANNUAL	PROFICIENCY SEGMENT  ANNUAL
Categories	<i>Below Standard Pay</i>	<i>Standard Pay</i>	<i>Exceeds Standard Pay</i>
<u>Score: 1.00-2.70</u>	No Increase	No Increase	No Increase
<u>Score: 2.71-3.70</u>	1.50% base	2.25% base 0.25% lump	1% base 1.5% lump
<u>Score: 3.71-4.50</u>	2% base	2.5% base 1.25% lump	2.5% base 1% lump
<u>Score: 4.51-5.00</u>	2.5% base	4% base	3% base 2% lump

# Reduction in 6-Month Evaluations

- Currently, all staff whose salary falls within the developmental segment of the pay range receive an evaluation every 6 months
- Provide ONLY two 6 month evaluations then move to annual evaluations regardless of range segment
- Midpoint evaluation still available if needed
- No impact to overall budget
- Requires transition for current staff

# Proposed Awards Chart

Performance Awards Chart <i>Effective 07/01/17</i>	FIRST YEAR  (6 MONTH PROBATIONARY REVIEW & FIRST ANNIVERSARY 6 MONTH REVIEW)	DEVELOPMENTAL PERFORMANCE SEGMENT  ANNUAL	MARKET PERFORMANCE SEGMENT  ANNUAL	PROFICIENCY SEGMENT  ANNUAL
Categories	<i>All New Hire Staff</i>	<i>Below Standard Pay</i>	<i>Standard Pay</i>	<i>Exceeds Standard Pay</i>
<b><u>Score: 1.00-2.70</u></b>	No Increase	No Increase	No Increase	No Increase
<b><u>Score: 2.71-3.70</u></b>	1.50% base	3% base	2.25% base 0.25% lump	1% base 1.5% lump
<b><u>Score: 3.71-4.50</u></b>	2% base	4% base	2.5% base 1.25% lump	2.5% base 1% lump
<b><u>Score: 4.51-5.00</u></b>	2.5% base	5% base	4% base	3% base 2% lump

# Additional Changes

- Requiring the supervisor and new staff member to meet and establish goals for the first 6 months within 10 business days of hire
- Requiring training for all new staff on the Halogen software/system within their first week of employment with the town

# Questions



Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: December 20, 2016		
Subject: Bond Project Tracking Report		
Location on Agenda: Old/New Business		
Department: Town Manager's Office		
Contact: Michael Gammon, Budget and Special Projects Manager		
Presenter: Michael Gammon and Tony Chalk		
<b>Brief Summary:</b>  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.		
<b>Recommended Motion and/or Requested Action:</b> No action required; Report only.		
<b>Detailed Notes:</b>  		
<b>Funding Source:</b>  		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
<b>Manager's Comments and Recommendations:</b> Please see report.		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MG	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

# Bond Improvements Completed - November 30, 2016



Bond Description	Active Projects	Revised Budget	Actual to Date	Available Budget	% Spent
Parks and Recreational	Greenways, Land, Park Projects	\$ 3,014,087	\$ 1,055,527	\$ 1,958,560	35.02%
Parks and Recreational	Recreation Center	\$ 10,379,718	\$ 1,073,710	\$ 9,306,008	10.34%
Public Safety and Services Facilities	Police Facility and Town Hall	\$ 14,371,004	\$ 8,315,262	\$ 6,055,742	57.86%
Redevelopment	Land Acquisition	\$ 2,043,951	\$ 1,220,466	\$ 823,485	59.71%
Street and Sidewalk	Land Acquisition, Sidewalk Construction, US Highway 70 Improvements, Montague, Purvis and New Rand Construction, Jessup, Benson/Garner	\$ 14,857,044	\$ 2,804,747	\$ 12,052,297	18.88%
<b>Total</b>		<b>\$ 44,665,804</b>	<b>\$ 14,469,712</b>	<b>\$ 30,196,092</b>	<b>32.40%</b>

## Accomplishments by Bond Issuance

As of November 30, 2016

### Parks and Recreational

- Erosion control measures at the Garner Recreation Center site have been installed.
- Garner's Lake Benson Dog Park is now open for the public.
- South Garner Greenway has been submitted for a Wake County Open Space Program grant.

### Public Safety and Services Facilities

- The new Town Hall's (pictured) roof has been completed and the installation of building's mechanical, electrical, plumbing, and insulation are underway.



### Redevelopment

- The Recreation Center project's construction 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

- The Benson/Main St. sidewalk project is complete.
- Right-of-way acquisition for the Thompson Road sidewalk project is underway.
- Road widening and the installation of curb and gutter as part of the Buffalo Road sidewalk project is nearing completion.
- Cloverdale street lighting project has been awarded.

## Bond Improvements Summary

#	Project Name	Budget	Status	Completion Date	Council Next Steps
1.1.b	Buffaloe Road Sidewalk	\$1,074,000	Delayed	TBD	Attend Ribbon Cutting
1.1.d	Thompson Road Sidewalk	\$220,000	Delayed	TBD	Award bid
1.1.e	Vandora Springs Sidewalk	\$245,000	On-Track	Spring 2018	Award bid in Winter 2017
1.1.f	Spring Drive Sidewalk	\$335,000	On-Track	Winter 2017	Award bid in Fall 2017
1.1.g	Avery Street/Curtis Drive Sidewalk		On-Track	Fall 2017	Award bid in Spring 2017
5.1	Greenways	\$830,000	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	Park Enhancements - Dog Park (Lake Benson Park)	\$125,000	On-Track	Fall 2016	Attend Ribbon Cutting
8.1.g	Park Enhancements - Garner Recreational Park Picnic Shelter	\$85,000	On-Track	Spring 2017	Attend Ribbon Cutting
9	Garner Recreation Center	\$8,897,287	On-Track	Winter 2017	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	\$7,500,000	On-Track	June 2017	Attend Ribbon Cutting
11	Parking Lot at GPAC	\$250,000	On-Track	Winter 2017	Attend Ribbon Cutting
12	GPAC Sidewalk Connections and Parking Improvements	\$500,000	On-Track	Winter 2017	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.c	Timber Drive Sidewalk	220,000	TBD	TBD	Complete	Spring 2016
2	U.S. 70 Improvements - Jessup Drive	375,000	350,300	(24,700)	Complete	Fall 2014
3	Police Facility	4,500,000	TBD	TBD	Complete	Spring 2016
4	Benson & Main Street Sidewalks	652,791	TBD	TBD	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	Fall 2016
8.1.d	Park Enhancements - Dog Park (Garner Rec. Park)	75,000	47,324	(27,676)	Complete	Spring 2015
8.1.f	South Garner Park Fencing (Soccer)	16,703	16,703	0	Complete	Spring 2016
9.1.d	ROW Acquisition for Montague/Purvis/N. Rand Improvements	1,116,000	TBD	TBD	Complete	June 2015
15	Bond Related Property Tax Increase	-	-	-	Complete	

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	<b>Delayed</b>	3. Target Completion Date:	TBD
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)	Curb and gutter is installed from Briarhaven Ct. to Old Scarborough Lane.

### **Progress Update (Updated as of December 9, 2016)**

7. Recent Progress	60" storm drainage pipe extension is underway. Completion of storm drain pipe installation in the next few weeks with curb and gutter to follow.
8. Upcoming Work	Completion of curb and installation of sidewalk.
9. Status explanation (for yellow or red)	City of Raleigh force main project completion was delayed.

1.1.c



## Bond Improvements Status Report

1. Project Name	Timber Drive Sidewalk		
2. Project Status	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	Delayed	3. Target Completion Date:	TBD
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)	Right of way and easement maps have been generated. Town Attorney will be negotiating purchase of needed easements.

### Progress Update (Updated as of December 9, 2016)

7. Recent Progress	Right of way maps have been recorded and Town attorney should be obtaining necessary easements in the next few weeks.
8. Upcoming Work	Relocation of AT&T lines and Time Warner will take place as soon as right of way is acquired.
9. Status explanation (for yellow or red)	Survey data gathered during design indicated that there was no right of way on Thompson Road. Right of way acquisition is currently under way.

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)	Design of the project has commenced		

### Progress Update (Updated as of December 9, 2016)

7. Recent Progress	Survey work should begin soon.		
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:	Winter 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)	

### Progress Update (Updated as of December 9, 2016)

7. Recent Progress	Design of project started
8. Upcoming Work	
9. Status explanation (for yellow or red)	

1.1.e



## Bond Improvements Status Report

1. Project Name	Avery Street/Curtis 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 Curtis to Johnson Street
6. Milestones & Major Activities (timeframe)	Design services for the sidewalk project was approved

### Progress Update (Updated as of December 9, 2016)

7. Recent Progress	Surveying started on December 12th.
8. Upcoming Work	
9. Status explanation (for yellow or red)	



# Bond Improvements Status Report

1. Project Name	U.S. 70 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	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 except for some pavement markings and installation of a rail along the sidewalk.

### Progress Update (Updated as of December 9, 2016)

7. Recent Progress	NCDOT punchlist sent to Town. Contractor is going through items at this time.
8. Upcoming Work	Project is complete.
9. Status explanation (for yellow or red)	Project was delayed obtaining right of entry agreement with NCRR.



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

**Project Plan**

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

**Progress Update (Updated as of December 9, 2016)**

7. Recent Progress	Council reviewed additional options at the <b>October 2015 Work Session</b> . Council identified a preferred greenway alignment at this meeting. The preferred alignment had a cost estimate of just over \$ 1.3 million (approximately \$500,000 over allocated funding).
8. Upcoming Work	Staff submitted this project to Wake County for funding consideration. We expect to know the outcome of the County review in <b>November 2016</b> . Staff has the project on hold until further direction from Council is given. A decision will be needed whether or not to retain a firm to design the project and obtain applicable permits. If the project goes to construction, it is estimated to take 9 to 12 months to complete.
9. Status explanation (for yellow or red)	The project was put on hold pending further review of other alignment options.



## Bond Improvements Status Report

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

<b>Project Plan</b>
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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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<b>Progress Update (Updated as of December 9, 2016)</b>
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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. Evaluation of Cloverdale subdivision is underway.
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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. Projects will be evaluated once cost estimates have been received. Quote for Cloverdale Street Lighting Project has been received and reported to Town Council. Work has not been scheduled. Talks between Neighborhood Improvement, Parks and Recreation and Rebuilding Together of the Triangle are underway to determine scope of work needed to upgrade facilities at New Rand Park.
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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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9. Status explanation (for yellow or red)	
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## **Bond Improvements Status Report**

1. Project Name	<b>Land Acquisition (Historic Downtown Garner Plan)</b>		
2. Project Status	<b>On-Track</b>	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 December 9, 2016)**

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

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

9. Status explanation (for yellow or red)



## Bond Improvements Status Report

1. Project Name	<b>Park Enhancements - General</b>		
2. Project Status	<b>On-Track</b>	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 December 9, 2016)**

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>Pending: Lake Benson Dog Park</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:	Fall 2016
4. Project Manager	Sonya Shaw, Parks, Recreation & Cultural Resources Director		

### Project Plan

5. Project Overview	This project acquires a new Town Mobile Stage for use at various Town and GRA events.
6. Milestones & Major Activities (timeframe)	The Mobile Stage has been acquired and used in 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	<b>Park Enhancements -Dog Park (Lake Benson Park)</b>	
2. Project Status	<b>On-Track</b>	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 December 9, 2016)**

7. Recent Progress	Dog Park soft opening was in September 2016. Construction of stormwater BMP and parking lot to commence soon.
8. Upcoming Work	Stormwater BMP and parking lot plans were submitted to Planning. Plans are being reviewed by the Technical Review Committee. Any comments will be reviewed and addressed. Project will be bid upon final approval.
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: Spring 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.
	Picnic shelter costs were received and reviewed with Council.
6. Milestones & Major Activities (timeframe)	

### **Progress Update (Updated as of December 9, 2016)**

7. Recent Progress	McQueen construction was recommended as contractor for the project. References were checked and were all favorable.
8. Upcoming Work	Council requested staff obtain additional information regarding the addition of downspouts and gutters.
9. Status explanation	



# Bond Improvements Status Report

1. Project Name	Garner 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	Design & Construction of Indoor Recreation Center Facility		
6. Milestones & Major Activities (timeframe)	Erosion control measures are 90% complete		

## Progress Update (Updated as of December 9, 2016)

7. Recent Progress	Contractor has commenced site clearing and installation of erosion control devices.		
8. Upcoming Work	Grading of the Recreation Center should start in October.		
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
December 2017	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)	AT&T has completed their design to place lines underground. Duke Energy is currently working on their design.

### Progress Update (Updated as of December 9, 2016)

7. Recent Progress	Met with Duke Energy representative on October 4, 2016 to coordinate design to relocate facilities underground.
8. Upcoming Work	Scope of work for conduit installation has been given to architect for submittal to the contractor for installation costs.
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 December 9, 2016)

7. Recent Progress	Pond is ready for erosion control sign off.
8. Upcoming Work	Pond will need to be excavated to final depths at completion of project.
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)	Project bids were received on May 26, 2016

## **Progress Update (Updated as of December 9, 2016)**

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



## Bond Improvements Status Report

1. Project Name	ROW Acquisition for Montague/Purvis/N.Rand Improvements		
2. Project Status	<b>Complete</b>	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:	June 2017
4. Project Manager	Tony Chalk, Town Engineer		

### Project Plan

5. Project Overview	Design & Construction of new Town Hall building.
6. Milestones & Major Activities (timeframe)	Roof installation is complete. Project is proceeding with MEP installations.

### Progress Update (Updated as of December 9, 2016)

7. Recent Progress	Electrical rough in is complete on 2nd floor and some drywall installation is commencing.
8. Upcoming Work	Paving of base layers in parking lots should take place in December.
9. Status explanation (for yellow or red)	

### Project Timeline

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

#### Preliminary Schedule\*

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



# Bond Improvements Status Report

1. Project Name	Parking Lot at GPAC		
2. Project Status	On-Track	3. Target Completion Date:	Winter 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)	Bids received on May 26, 2016.

## Progress Update (Updated as of December 9, 2016)

7. Recent Progress	Work should begin in Spring 2017.
8. Upcoming Work	
9. Status explanation	



## Bond Improvements Status Report

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

### Project Plan

5. Project Overview	On March 12, 2013, Town of Garner voters approved Parks and Recreation Bonds, of which \$500,000 will be used to construct lighting and covered sidewalks for the overflow parking lot at GPAC.
6. Milestones & Major Activities (timeframe)	Additional parking spaces added when space made available with no driveway connecting to Garner Road.

### Progress Update (Updated as of December 9, 2016)

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.

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: December 20, 2016		
Subject: Garner Recreational Park Shelter		
Location on Agenda: Old/New Business		
Department: PRCR		
Contact: Sonya Shaw, PRCR Director		
Presenter: Sonya Shaw, PRCR Director		
<b>Brief Summary:</b>  During the Council Work Session on November 22, 2016, Staff provided an update on the approved shelter at Garner Recreational Park. Project budget was estimated at \$85,000. Council requested staff obtain information regarding the addition of downspouts and gutters for the shelter, which will cost an additional \$3,800, bringing project budget to \$88,325.00		
<b>Recommended Motion and/or Requested Action:</b> Council approval on project budget and award bid to McQueen Construction for this project.		
<b>Detailed Notes:</b>    		
<b>Funding Source:</b> PRCR Bond		
Cost: \$88,325.00	One Time: <input checked="" type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
<b>Manager's Comments and Recommendations:</b> None		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	SS	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		



209 E. Garner Road  
Garner, NC 27529

Phone: (919) 772-4688  
Website: [www.garnernc.gov](http://www.garnernc.gov)

To: Rodney Dickerson, Town Manager  
From: Sonya Shaw, PRCR Director  
Date: 12/20/16  
Re: Garner Recreational Park Shelter Update

During the Council Work Session on November 22, 2016, Staff provided an update on the approved shelter at Garner Recreational Park. The shelter is manufactured by Enwood Structures and the Raleigh-style shelter was chosen as the preferred design. Shelter dimensions are 30' x 44' and seats 85 people. Project budget is \$85,000. McQueen Construction presented a turnkey bid that will allow us to complete the project within the budget guidelines and has been recommended as contractor for the project.

Council requested staff obtain information regarding the addition of downspouts and gutters for the shelter. McQueen Construction estimated an additional \$3,800 for downspouts and gutters.

With the exception of picnic table costs, which will be covered using bond funds left from the mobile stage project, the below chart shows estimated costs for the project:

Garner Recreational Park Shelter Cost Estimates	
Shelter Construction	\$ 74,600.00
Shelter Stain	\$ 3,200.00
Electricity and Safety Lighting	\$ 4,400.00
Downspouts and Gutters	\$ 3,800.00
Grill, trash and recycling bins	\$ 2,325.00
<b>Subtotal</b>	<b>\$ 88,325.00</b>

If the above project costs are satisfactory to Town Council, staff is requesting Council approval to award bid to McQueen Construction for this project. The contractor is available to start on the project Spring 2017. Parking lot resurfacing at Garner Recreational Park will take place after shelter construction and will be scheduled to accommodate ball season.

Permits Issued From 11/01/2016 To 11/30/2016

<b>Commercial</b>	<b>Total Permits</b> 22	<b>Total Cost</b> \$8,733,071.00
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<b>Permit #:</b>	2160499	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/16/2016	<b>Census tract:</b>	<b>PIN#:</b> 1720-38-1944
<b>Lot#:</b>	<b>Subdivision:</b> N/A	<b>Total cost:</b>	\$300,000.00
<b>PropAddress:</b>	68 EAGLE WING WAY		
<b>Owner's</b>	CHIPOTLE MEXICAN GRILL	<b>Owner's Phone:</b>	303-222-6095
<b>Contractor</b>	BUFFALO CONSTRUCTION	<b>Contractor's Phone:</b>	502-753-6624
<b>Type of Improvement:</b>	New Building	<b>Proposed Use</b>	RESTAURANT

<b>Permit #:</b>	2160645	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/18/2016	<b>Census tract:</b>	<b>PIN#:</b> 1720-78-3753
<b>Lot#:</b>	<b>Subdivision:</b> N/A	<b>Total cost:</b>	\$3,750,000.00
<b>PropAddress:</b>	1001 NORTH GREENFIELD PARKWAY		
<b>Owner's</b>	DUKE REALTY LTD PARTNERSHIP	<b>Owner's Phone:</b>	770-717-3200
<b>Contractor</b>	FRED SMITH COMPANY	<b>Contractor's Phone:</b>	919-783-5700
<b>Type of Improvement:</b>	New Building	<b>Proposed Use</b>	STORAGE/WAREHOUSE

<b>Permit #:</b>	2160721	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/2/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-76-5153
<b>Lot#:</b>	<b>Subdivision:</b> N/A	<b>Total cost:</b>	\$175,000.00
<b>PropAddress:</b>	2720 TIMBER DRIVE		
<b>Owner's</b>	CHICK-FIL-A, INC	<b>Owner's Phone:</b>	770-842-9758
<b>Contractor</b>	HORIZON CONSTRUCTION OF GEORGIA	<b>Contractor's Phone:</b>	770-772-0303
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	RESTAURANT

<b>Permit #:</b>	2160816	<b>Inside Town Limits</b>	No
<b>Issue date:</b>	11/4/2016	<b>Census tract:</b>	<b>PIN#:</b> 1711-88-1299
<b>Lot#:</b>	<b>Subdivision:</b> N/A	<b>Total cost:</b>	\$4,194,000.00
<b>PropAddress:</b>	1101 CREECH ROAD		
<b>Owner's</b>	CREECH SOLAR 2 LLC	<b>Owner's Phone:</b>	904-705-5111
<b>Contractor</b>	CYPRESS CREEK EPC, LLC	<b>Contractor's Phone:</b>	904-705-5111
<b>Type of Improvement:</b>	New Structure	<b>Proposed Use</b>	OTHER

<b>Permit #:</b>	2160979	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/15/2016	<b>Census tract:</b>	<b>PIN#:</b> 1730-40-4262
<b>Lot#:</b>	<b>Subdivision:</b> N/A	<b>Total cost:</b>	\$8,411.00
<b>PropAddress:</b>	200 TINSTEEL COURT		
<b>Owner's</b>	RKP ENTERPRISES	<b>Owner's Phone:</b>	919-661-6334
<b>Contractor</b>	CAROLINA CARPORTS, INC.	<b>Contractor's Phone:</b>	336-367-6400
<b>Type of Improvement:</b>	New Structure	<b>Proposed Use</b>	STORAGE/WAREHOUSE

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2160997	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/18/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	900 MANAGEMENT WAY	<b>Total cost:</b>	\$12,000.00
<b>Owner's</b>	WAKE MED	<b>Owner's Phone:</b>	
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161007	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/10/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-57-3350
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	725 HEATHER PARK DRIVE	<b>Total cost:</b>	\$15,300.00
<b>Owner's</b>	MORGAN PROPERTIES	<b>Owner's Phone:</b>	610-945-1552
<b>Contractor</b>	POLITZ ENTERPRISES INC	<b>Contractor's Phone:</b>	301-674-5730
<b>Type of Improvement:</b>	Repair	<b>Proposed Use</b>	OTHER

<b>Permit #:</b>	2161015	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/9/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	201-B EAST MAIN STREET	<b>Total cost:</b>	\$100.00
<b>Owner's</b>	TOWN OF GARNER	<b>Owner's Phone:</b>	919-772-4688
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	TEMP POLE

<b>Permit #:</b>	2161017	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/15/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	1305 US HIGHWAY 70 WEST	<b>Total cost:</b>	\$1,500.00
<b>Owner's</b>	RAKEISH KOMAR	<b>Owner's Phone:</b>	
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	COMMERCIAL SIGN

<b>Permit #:</b>	2161021	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/18/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-19-0232
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	1820 GARNER STATION BLVD	<b>Total cost:</b>	\$29,000.00
<b>Owner's</b>	LPS 101 LLC	<b>Owner's Phone:</b>	919-872-9000
<b>Contractor</b>	RAPID REPAIR EXPERTS	<b>Contractor's Phone:</b>	919-606-0067
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	BUSINESS/OFFICE

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161021	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/18/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-19-0232
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$29,000.00
<b>PropAddress:</b>	1820 GARNER STATION BLVD		
<b>Owner's</b>	LPS 101 LLC	<b>Owner's Phone:</b>	919-872-9000
<b>Contractor</b>	RAPID REPAIR EXPERTS	<b>Contractor's Phone:</b>	919-758-6246
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	BUSINESS/OFFICE

<b>Permit #:</b>	2161025	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/14/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$25,157.00
<b>PropAddress:</b>	125 AVERY STREET		
<b>Owner's</b>	TOWN OF GARNER	<b>Owner's Phone:</b>	919-772-4688
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161026	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/14/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-74-6797
<b>Lot#:</b>		<b>Subdivision:</b> GARNER TOWNE SQUARE	<b>Total cost:</b> \$10,200.00
<b>PropAddress:</b>	2558 TIMBER DRIVE		
<b>Owner's</b>	GTS MEASUREMENTS	<b>Owner's Phone:</b>	
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Repair	<b>Proposed Use</b>	MERCANTILE/RETAIL

<b>Permit #:</b>	2161029	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/14/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$10,000.00
<b>PropAddress:</b>	900 MANAGEMENT WAY		
<b>Owner's</b>	WAKEMED	<b>Owner's Phone:</b>	919-662-7848
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161030	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/15/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$28,752.00
<b>PropAddress:</b>	1454 - 1514 GARNER STATION BLVD		
<b>Owner's</b>	8401 MICHIGAN ROAD LLC	<b>Owner's Phone:</b>	919-539-1164
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Plumbing	<b>Proposed Use</b>	PLUMBING

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161047	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/16/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-06-2216
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$80.00
<b>PropAddress:</b>	830 PURSER DRIVE, SUITE H		
<b>Owner's</b>	BRIAN LIESE	<b>Owner's Phone:</b>	585-208-5001
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	ELECTRICAL SERVICE REC

<b>Permit #:</b>	2161049	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/21/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-64-9747
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$2,000.00
<b>PropAddress:</b>	125 TIMBER DRIVE		
<b>Owner's</b>	JIM WALKER	<b>Owner's Phone:</b>	919-349-0057
<b>Contractor</b>	OWNER	<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	BUSINESS/OFFICE

<b>Permit #:</b>	2161060	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/28/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$66,729.00
<b>PropAddress:</b>	860 TIMBER DRIVE		
<b>Owner's</b>	EDWARD JONES INSURANCE	<b>Owner's Phone:</b>	919-772-9202
<b>Contractor</b>	MARLIN DESIGN BUILD	<b>Contractor's Phone:</b>	919-291-6736
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	BUSINESS/OFFICE

<b>Permit #:</b>	2161064	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/30/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-28-7326
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$14,000.00
<b>PropAddress:</b>	1431 GARNER STATION BLVD		
<b>Owner's</b>	LOS GUANACOS	<b>Owner's Phone:</b>	919-374-8060
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161071	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/23/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-06-0618
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$5,842.00
<b>PropAddress:</b>	31 RUPERT ROAD		
<b>Owner's</b>	W&T INVESTMENTS LLC	<b>Owner's Phone:</b>	
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161086	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/29/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	1001 WEST GARNER ROAD	<b>Total cost:</b>	\$25,000.00
<b>Owner's</b>	CARLOS NORBERTO	<b>Owner's Phone:</b>	336-601-3663
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL INSTALLATI

<b>Permit #:</b>	2161088	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/30/2016	<b>Census tract:</b>	<b>PIN#:</b> 1711-40-7949
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	601 ST. MARYS STREET	<b>Total cost:</b>	\$31,000.00
<b>Owner's</b>	FIRST BAPTIST CHURCH	<b>Owner's Phone:</b>	919-772-1772
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Residential</b>	<b>Total Permits</b> 87	<b>Total Cost</b> \$2,205,875.00
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<b>Permit #:</b>	2160909	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/2/2016	<b>Census tract:</b>	<b>PIN#:</b> 1619-88-6086
<b>Lot#:</b>	75	<b>Subdivision:</b> GLENS AT BETHEL	<b>Total cost:</b> \$131,600.00
<b>PropAddress:</b>	178 VALLEYCRUISE CIRCLE		
<b>Owner's</b>	ADAMS HOMES	<b>Owner's Phone:</b>	919-233-6747
<b>Contractor</b>	ADAMS HOMES AEC, LLC	<b>Contractor's Phone:</b>	850-934-0470
<b>Type of Improvement:</b>	New Building	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2160972	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/1/2016	<b>Census tract:</b>	<b>PIN#:</b> 1720-11-4473
<b>Lot#:</b>		<b>Subdivision:</b> EVERWOOD	<b>Total cost:</b> \$5,239.00
<b>PropAddress:</b>	124 COFFEEBERRY COURT		
<b>Owner's</b>	ADAM BENNETT	<b>Owner's Phone:</b>	919-523-1258
<b>Contractor</b>	CARDINAL BUILDINGS LLC	<b>Contractor's Phone:</b>	919-422-5670
<b>Type of Improvement:</b>	New Structure	<b>Proposed Use</b>	RESIDENTIAL STORAGE

<b>Permit #:</b>	2160973	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/16/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-73-1967
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$29,000.00
<b>PropAddress:</b>	104 NIVENS COURT		
<b>Owner's</b>	JOHN & DOROTHY MAYO	<b>Owner's Phone:</b>	919-650-9224
<b>Contractor</b>	ODELL BUILDING & REMODELING	<b>Contractor's Phone:</b>	919-650-9224
<b>Type of Improvement:</b>	Addition	<b>Proposed Use</b>	SUNROOM

<b>Permit #:</b>	2160974	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/1/2016	<b>Census tract:</b>	<b>PIN#:</b> 1619-02-7716
<b>Lot#:</b>	84	<b>Subdivision:</b> CREEKSIDE	<b>Total cost:</b> \$160,000.00
<b>PropAddress:</b>	165 ROARING CREEK DRIVE		
<b>Owner's</b>	D. R. HORTON - WPH LLC	<b>Owner's Phone:</b>	919-407-2037
<b>Contractor</b>	D.R. HORTON, INC.	<b>Contractor's Phone:</b>	704-345-1019
<b>Type of Improvement:</b>	New Building	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2160975	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/4/2016	<b>Census tract:</b>	<b>PIN#:</b> 1629-07-2483
<b>Lot#:</b>	77	<b>Subdivision:</b> SUTTON SPRINGS	<b>Total cost:</b> \$142,000.00
<b>PropAddress:</b>	138 ELK STONE TRAIL		
<b>Owner's</b>	CALATLANTIC GROUP	<b>Owner's Phone:</b>	919-465-5904
<b>Contractor</b>	CALATLANTIC GROUP INC	<b>Contractor's Phone:</b>	704-759-6042
<b>Type of Improvement:</b>	New Building	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2160977	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/1/2016	<b>Census tract:</b>	<b>PIN#:</b> 1619-02-4556
<b>Lot#:</b>	13	<b>Subdivision:</b> CREEKSIDE	<b>Total cost:</b> \$125,000.00
<b>PropAddress:</b>	178 ROARING CREEK DRIVE		
<b>Owner's</b>	D.R. HORTON - WPH LLC	<b>Owner's Phone:</b>	919-407-2037
<b>Contractor</b>	WILSON PARKER HOMES	<b>Contractor's Phone:</b>	704-608-1968
<b>Type of Improvement:</b>	New Building	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2160980	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/4/2016	<b>Census tract:</b>	<b>PIN#:</b> 1629-07-2483
<b>Lot#:</b>	74	<b>Subdivision:</b> SUTTON SPRINGS	<b>Total cost:</b> \$130,000.00
<b>PropAddress:</b>	120 ELK STONE TRAIL		
<b>Owner's</b>	CALATLANTIC GROUP INC	<b>Owner's Phone:</b>	919-465-5904
<b>Contractor</b>	CALATLANTIC GROUP INC	<b>Contractor's Phone:</b>	704-759-6042
<b>Type of Improvement:</b>	New Building	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2160981	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/3/2016	<b>Census tract:</b>	<b>PIN#:</b> 1619-48-8079
<b>Lot#:</b>	6	<b>Subdivision:</b> JAMESTOWNE	<b>Total cost:</b> \$7,500.00
<b>PropAddress:</b>	305 BRIARHAVEN COURT		
<b>Owner's</b>	RONALD SMITH	<b>Owner's Phone:</b>	919-779-0414
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2160984	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/2/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> LAKEMOOR	<b>Total cost:</b> \$5,000.00
<b>PropAddress:</b>	1617 EDENDERRY COURT		
<b>Owner's</b>	JAMES MEBANE	<b>Owner's Phone:</b>	919-773-0047
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2160985	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/1/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> VAN STORY HILLS	<b>Total cost:</b> \$11,486.00
<b>PropAddress:</b>	503 ATCHISON STREET		
<b>Owner's</b>	ARLENE DREZEK	<b>Owner's Phone:</b>	919-415-0448
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2160986	<b>Inside Town Limits</b>	No
<b>Issue date:</b>	11/1/2016	<b>Census tract:</b>	<b>PIN#:</b> 1712-91-8551
<b>Lot#:</b>	37	<b>Subdivision:</b>	GATEWOOD <b>Total cost:</b> \$1,200.00
<b>PropAddress:</b>	202 WOODGATE DRIVE		
<b>Owner's</b>	HOWARD PEBBLES	<b>Owner's Phone:</b>	919-821-1195
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	SPACE HEATER

<b>Permit #:</b>	2160987	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/1/2016	<b>Census tract:</b>	<b>PIN#:</b> 1711-20-1965
<b>Lot#:</b>		<b>Subdivision:</b>	FOREST HILLS <b>Total cost:</b> \$2,349.00
<b>PropAddress:</b>	1001 VANDORA AVENUE		
<b>Owner's</b>	DONNA ELLIOTT	<b>Owner's Phone:</b>	919-621-1921
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	ELECTRIC HOT WATER HE

<b>Permit #:</b>	2160988	<b>Inside Town Limits</b>	No
<b>Issue date:</b>	11/10/2016	<b>Census tract:</b>	<b>PIN#:</b> 0791-87-1294
<b>Lot#:</b>	16	<b>Subdivision:</b>	INWOOD FOREST <b>Total cost:</b> \$35,140.00
<b>PropAddress:</b>	106 YATES FOREST LANE		
<b>Owner's</b>	Laurie Onorio	<b>Owner's Phone:</b>	919-412-9371
<b>Contractor</b>	PRO-BUILT CONSTRUCTION	<b>Contractor's Phone:</b>	919-235-5582
<b>Type of Improvement:</b>	Addition	<b>Proposed Use</b>	SCREENED PORCH

<b>Permit #:</b>	2160989	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/3/2016	<b>Census tract:</b>	<b>PIN#:</b> 1711-66-3327
<b>Lot#:</b>		<b>Subdivision:</b>	N/A <b>Total cost:</b> \$23,000.00
<b>PropAddress:</b>	602 CURTISS DRIVE		
<b>Owner's</b>	JEFF & DENEANE SPEIGHT	<b>Owner's Phone:</b>	919-669-8832
<b>Contractor</b>	SP8 ENTERPRISES	<b>Contractor's Phone:</b>	919-669-8832
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2160990	<b>Inside Town Limits</b>	No
<b>Issue date:</b>	11/2/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A <b>Total cost:</b> \$5,200.00
<b>PropAddress:</b>	6017 WHITAKER LANE		
<b>Owner's</b>	DAVE LOURY	<b>Owner's Phone:</b>	919-868-3724
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2160991	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/2/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701506858
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$1,500.00
<b>PropAddress:</b>	600 LAKEVIEW DRIVE		
<b>Owner's</b>	LELILA JABBAR	<b>Owner's Phone:</b>	
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2160993	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/2/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-24-3773
<b>Lot#:</b>		<b>Subdivision:</b> HEATHER HILLS	<b>Total cost:</b> \$1,300.00
<b>PropAddress:</b>	1313 BRUCEMONT DRIVE		
<b>Owner's</b>	CARY PERKINSON	<b>Owner's Phone:</b> 919-656-8601	
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2160994	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/7/2016	<b>Census tract:</b>	<b>PIN#:</b> 1720-03-0827
<b>Lot#:</b>	8	<b>Subdivision:</b> HILLANDALE OAKS	<b>Total cost:</b> \$28,574.00
<b>PropAddress:</b>	505 STRONWOOD COURT		
<b>Owner's</b>	VIVIAN HOLLINGSWORTH	<b>Owner's Phone:</b> 919-803-1811	
<b>Contractor</b>	CHAMPION WINDOW CO.	<b>Contractor's Phone:</b> 919-460-6632	
<b>Type of Improvement:</b>	Addition	<b>Proposed Use</b>	SUNROOM

<b>Permit #:</b>	2160995	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/3/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-65-6521
<b>Lot#:</b>	31	<b>Subdivision:</b> STAUNTON MEADOWS	<b>Total cost:</b> \$4,999.00
<b>PropAddress:</b>	206 NICHOLSON ROAD		
<b>Owner's</b>	JOHN MCCLAIN	<b>Owner's Phone:</b> 919-559-8117	
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2160996	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/10/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$12,000.00
<b>PropAddress:</b>	212 FOREST HILLS DRIVE		
<b>Owner's</b>	STUDIO 113	<b>Owner's Phone:</b>	
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2160998	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/3/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	1450 AVERSBORO ROAD	<b>Total cost:</b>	\$4,400.00
<b>Owner's</b>	STEPHEN WHITER	<b>Owner's Phone:</b>	984-377-1174
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2160999	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/4/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	VAN STORY HILLS
<b>PropAddress:</b>	104 WALLIS COURT	<b>Total cost:</b>	\$2,716.00
<b>Owner's</b>	ARCHIE WALDEN	<b>Owner's Phone:</b>	919-779-1806
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Plumbing	<b>Proposed Use</b>	PLUMBING

<b>Permit #:</b>	2161000	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/9/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	107 NEWHAVEN COURT	<b>Total cost:</b>	\$9,300.00
<b>Owner's</b>	JONI ROBISON	<b>Owner's Phone:</b>	919-772-9223
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161001	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/7/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	110 BROUGHTON STREET	<b>Total cost:</b>	\$2,500.00
<b>Owner's</b>	SUSAN BROWN	<b>Owner's Phone:</b>	919-703-5351
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161002	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/9/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	LAKEMOOR
<b>PropAddress:</b>	2018 GOTTWALD COURT	<b>Total cost:</b>	\$500.00
<b>Owner's</b>	TERRY & BRENDA STROUD	<b>Owner's Phone:</b>	919-662-1716
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	GAS LOGS

# Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161003	<b>Inside Town Limits</b>	No
<b>Issue date:</b>	11/8/2016	<b>Census tract:</b>	<b>PIN#:</b> 1720-14-1613
<b>Lot#:</b>	28	<b>Subdivision:</b> HILLANDALE	<b>Total cost:</b> \$3,300.00
<b>PropAddress:</b>	704 LEAH LANE		
<b>Owner's</b>	DEREK COOPER	<b>Owner's Phone:</b>	919-630-3787
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	GENERATOR

<b>Permit #:</b>	2161004	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/8/2016	<b>Census tract:</b>	<b>PIN#:</b> 1711-03-6515
<b>Lot#:</b>	16	<b>Subdivision:</b> SUNSET ACRES	<b>Total cost:</b> \$8,675.00
<b>PropAddress:</b>	403 VIRGINIA AVENUE		
<b>Owner's</b>	TAMMY HAWKINS	<b>Owner's Phone:</b>	
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161005	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/8/2016	<b>Census tract:</b>	<b>PIN#:</b> 1711-10-0449
<b>Lot#:</b>		<b>Subdivision:</b> FOREST HILLS	<b>Total cost:</b> \$12,000.00
<b>PropAddress:</b>	1304 FREDERICK ROAD		
<b>Owner's</b>	ANNAIONETTE LILLY	<b>Owner's Phone:</b>	919-772-2269
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161006	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/8/2016	<b>Census tract:</b>	<b>PIN#:</b> 0699-68-1747
<b>Lot#:</b>		<b>Subdivision:</b> EAGLE RIDGE	<b>Total cost:</b> \$6,500.00
<b>PropAddress:</b>	101 JACKLIN COURT		
<b>Owner's</b>	ADZIL RUDDER	<b>Owner's Phone:</b>	609-240-9971
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161008	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/8/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$5,592.00
<b>PropAddress:</b>	504 LONGVIEW ST		
<b>Owner's</b>	STEPHEN RAY WOODALL	<b>Owner's Phone:</b>	919-819-8926
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161009	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/8/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-77-6678
<b>Lot#:</b>	16	<b>Subdivision:</b> FOLEY STATION	<b>Total cost:</b> \$7,500.00
<b>PropAddress:</b>	1207 SILVERHILL COURT		
<b>Owner's</b>	JOE HAYES	<b>Owner's Phone:</b>	919-916-7569
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161010	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/8/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-79-8879
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$6,431.00
<b>PropAddress:</b>	209 SMITH DRIVE		
<b>Owner's</b>	CARLOS SANCHEZ-ZAMORA	<b>Owner's Phone:</b>	919-792-7048
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161011	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/9/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-17-8073
<b>Lot#:</b>	29	<b>Subdivision:</b> KIMBER WOODS	<b>Total cost:</b> \$3,900.00
<b>PropAddress:</b>	602 WESTWOOD DRIVE		
<b>Owner's</b>	SANDRA DIFFEE	<b>Owner's Phone:</b>	919-901-9651
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161012	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/9/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-49-8463
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$12,150.00
<b>PropAddress:</b>	510 LAKESIDE DRIVE		
<b>Owner's</b>	PAUL & LISA MALCOLM	<b>Owner's Phone:</b>	919-616-4941
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161013	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/9/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-36-8477
<b>Lot#:</b>	6	<b>Subdivision:</b> PINEWINDS	<b>Total cost:</b> \$7,700.00
<b>PropAddress:</b>	117 LONGNEEDLE COURT		
<b>Owner's</b>	GEORGE COTTON	<b>Owner's Phone:</b>	919-772-8885
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161014	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/10/2016	<b>Census tract:</b>	<b>PIN#:</b> 0699-66-4864
<b>Lot#:</b>	65	<b>Subdivision:</b> EAGLE RIDGE	<b>Total cost:</b> \$4,900.00
<b>PropAddress:</b>	101 FALDO COVE		
<b>Owner's</b>	DAVID DONOVAN	<b>Owner's Phone:</b>	919-636-1746
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161016	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/9/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> BREEZEWAY	<b>Total cost:</b> \$3,100.00
<b>PropAddress:</b>	101 MONABREEZE WAY		
<b>Owner's</b>	JOHNSON UWA	<b>Owner's Phone:</b>	919-455-3885
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	GENERATOR

<b>Permit #:</b>	2161018	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/14/2016	<b>Census tract:</b>	<b>PIN#:</b> 1711-66-1913
<b>Lot#:</b>	47	<b>Subdivision:</b> AVERY PARK	<b>Total cost:</b> \$5,200.00
<b>PropAddress:</b>	106 MUIRFIELD RIDGE DRIVE		
<b>Owner's</b>	MICHELLE MOORE	<b>Owner's Phone:</b>	919-634-7804
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161019	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/10/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-56-4221
<b>Lot#:</b>	167	<b>Subdivision:</b> GREENBRIER	<b>Total cost:</b> \$4,900.00
<b>PropAddress:</b>	4606 FORESTDALE ROAD		
<b>Owner's</b>	JIM SMITH	<b>Owner's Phone:</b>	919-801-3255
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161020	<b>Inside Town Limits</b>	No
<b>Issue date:</b>	11/10/2016	<b>Census tract:</b>	<b>PIN#:</b> 1712-91-7824
<b>Lot#:</b>	23	<b>Subdivision:</b> GATEWOOD	<b>Total cost:</b> \$6,400.00
<b>PropAddress:</b>	106 SOUTHWOOD CIRCLE		
<b>Owner's</b>	JOSEPH EDELEN	<b>Owner's Phone:</b>	919-996-0999
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161022	<b>Inside Town Limits</b>	No
<b>Issue date:</b>	11/14/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	5111 OLD STAGE ROAD	<b>Total cost:</b>	\$6,200.00
<b>Owner's</b>	BOBBY LEE CARROLL	<b>Owner's Phone:</b>	919-557-0952
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161023	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/14/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	607 BERKSHIRE DRIVE	<b>Total cost:</b>	\$4,500.00
<b>Owner's</b>	BOBBY RAYNOR	<b>Owner's Phone:</b>	919-606-0604
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161024	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/14/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	LAKEMOOR
<b>PropAddress:</b>	2316 MOON WATER WAY	<b>Total cost:</b>	\$6,582.00
<b>Owner's</b>	MARK CAPOTOSTI	<b>Owner's Phone:</b>	919-741-0645
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161027	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/14/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	HEATHER SPRINGS
<b>PropAddress:</b>	401 MACHOST DRIVE	<b>Total cost:</b>	\$9,800.00
<b>Owner's</b>	STATE EMPLOYEES CREDIT UNION	<b>Owner's Phone:</b>	
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161028	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/14/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	210 BENSON ROAD	<b>Total cost:</b>	\$750.00
<b>Owner's</b>	DAVID STANLEY	<b>Owner's Phone:</b>	919-332-7993
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	GAS LOGS

# Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161031	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/15/2016	<b>Census tract:</b>	<b>PIN#:</b> 1721-18-0917
<b>Lot#:</b>	98	<b>Subdivision:</b> HUNTERS MARK	<b>Total cost:</b> \$5,000.00
<b>PropAddress:</b>	105 ALAVERDE WAY		
<b>Owner's</b>	SHANNON & JERRY PUGH	<b>Owner's Phone:</b>	919-906-0220
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	TANKLESS HOT WATER HE

<b>Permit #:</b>	2161032	<b>Inside Town Limits</b> No	
<b>Issue date:</b>	11/16/2016	<b>Census tract:</b>	<b>PIN#:</b> 1730-39-4446
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$5,155.00
<b>PropAddress:</b>	4508 AUBURN KNIGHTDALE ROAD		
<b>Owner's</b>	ABIGAIL NORTON	<b>Owner's Phone:</b>	919-819-0752
<b>Contractor</b>	INDOOR ENVIRONMENTAL SYSTEMS	<b>Contractor's Phone:</b>	919-234-9802
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161034	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/15/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$9,500.00
<b>PropAddress:</b>	609 FOREST DRIVE		
<b>Owner's</b>	TAMMY MARSHALL	<b>Owner's Phone:</b>	919-527-3401
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161035	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/15/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> GREENBRIER	<b>Total cost:</b> \$2,742.00
<b>PropAddress:</b>	408 LAMESA DRIVE		
<b>Owner's</b>	ADAM KAY	<b>Owner's Phone:</b>	919-592-7703
<b>Contractor</b>	<b>Contractor's Phone:</b>		
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	CHANGE OF SERVICE

<b>Permit #:</b>	2161036	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/17/2016	<b>Census tract:</b>	<b>PIN#:</b> 1720-00-3576
<b>Lot#:</b>	45	<b>Subdivision:</b> EVERWOOD	<b>Total cost:</b> \$33,900.00
<b>PropAddress:</b>	293 TALLOWOOD DRIVE		
<b>Owner's</b>	BRIAN MCCARTHY	<b>Owner's Phone:</b>	919-607-0451
<b>Contractor</b>	COOL POOLS NC LLC	<b>Contractor's Phone:</b>	919-367-7277
<b>Type of Improvement:</b>	New Structure	<b>Proposed Use</b>	SWIMMING POOL

# Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161037	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/16/2016	<b>Census tract:</b>	<b>PIN#:</b> 1720-00-3576
<b>Lot#:</b>	45	<b>Subdivision:</b> EVERWOOD	<b>Total cost:</b> \$7,500.00
<b>PropAddress:</b>	293 TALLOWWOOD DRIVE		
<b>Owner's</b>	BRIAN MCCARTHY	<b>Owner's Phone:</b>	919-607-0451
<b>Contractor</b>	OWNER	<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	New Structure	<b>Proposed Use</b>	NEW STRUCTURE

<b>Permit #:</b>	2161038	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/16/2016	<b>Census tract:</b>	<b>PIN#:</b> 0790-80-7790
<b>Lot#:</b>	424	<b>Subdivision:</b> EAGLE RIDGE	<b>Total cost:</b> \$23,050.00
<b>PropAddress:</b>	160 ST. MELLION STREET		
<b>Owner's</b>	RALF & MOLLY DEGLE	<b>Owner's Phone:</b>	
<b>Contractor</b>	S & D BUILDERS	<b>Contractor's Phone:</b>	669-2885
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161041	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/16/2016	<b>Census tract:</b>	<b>PIN#:</b> 1700-74-3593
<b>Lot#:</b>	17	<b>Subdivision:</b> BREEZEWAY WEST	<b>Total cost:</b> \$415,000.00
<b>PropAddress:</b>	150 LUXORWIND DRIVE		
<b>Owner's</b>	WOODALL CONSTRUCTION COMPANY, I	<b>Owner's Phone:</b>	919-772-5643
<b>Contractor</b>	WOODALL CONSTRUCTION CO.	<b>Contractor's Phone:</b>	919-662-9565
<b>Type of Improvement:</b>	New Building	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161042	<b>Inside Town Limits</b> No	
<b>Issue date:</b>	11/18/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> INWOOD FOREST	<b>Total cost:</b> \$14,248.00
<b>PropAddress:</b>	212 INWOOD FOREST DRIVE		
<b>Owner's</b>	ASHLEY KEENER	<b>Owner's Phone:</b>	502-718-3668
<b>Contractor</b>	TITAN CARPENTRY	<b>Contractor's Phone:</b>	919-428-8882
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161043	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/16/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> VILLAGE AT AVERSBORO	<b>Total cost:</b> \$7,759.00
<b>PropAddress:</b>	448 EASY WIND DRIVE		
<b>Owner's</b>	MIKE ROGERS	<b>Owner's Phone:</b>	919-522-2563
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161045	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/16/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-26-5951
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$11,000.00
<b>PropAddress:</b>	913 BUCKINGHAM ROAD		
<b>Owner's</b>	GEORGE MOORE	<b>Owner's Phone:</b>	919-772-7060
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161046	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/17/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-92-2553
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$900.00
<b>PropAddress:</b>	102 1/2 GLENN BRYAN COURT		
<b>Owner's</b>	SHAUNICI MORGAN	<b>Owner's Phone:</b>	919-272-4339
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	GAS FUEL LINE

<b>Permit #:</b>	2161048	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/17/2016	<b>Census tract:</b>	<b>PIN#:</b> 1711-39-5264
<b>Lot#:</b>	3	<b>Subdivision:</b> CLOVERDALE	<b>Total cost:</b> \$2,000.00
<b>PropAddress:</b>	3911 RANDELL ROAD		
<b>Owner's</b>	JEAN EAGLE	<b>Owner's Phone:</b>	919-772-2407
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Plumbing	<b>Proposed Use</b>	WATER SERVICE

<b>Permit #:</b>	2161051	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/18/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$8,000.00
<b>PropAddress:</b>	1116 VANDORA SPRINGS ROAD		
<b>Owner's</b>	LESTER BURTON JONES	<b>Owner's Phone:</b>	919-771-1570
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL INSTALLATI

<b>Permit #:</b>	2161052	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/21/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> BROWNSTONE VILLAGE	<b>Total cost:</b> \$2,696.00
<b>PropAddress:</b>	1332 BROMPTON LANE		
<b>Owner's</b>	TYRONE & JANET ASHLEY	<b>Owner's Phone:</b>	919-772-35236
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	GENERATOR

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161053	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/21/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	HUNTERS MARK
<b>PropAddress:</b>	539 HAY RIVER ST	<b>Total cost:</b>	\$5,400.00
<b>Owner's</b>	STARASHA BRODIE	<b>Owner's Phone:</b>	919-327-0221
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161054	<b>Inside Town Limits</b>	No
<b>Issue date:</b>	11/21/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	CAMELOT
<b>PropAddress:</b>	213 LANE OF SIR KAY	<b>Total cost:</b>	\$8,611.00
<b>Owner's</b>	WILLIAM LYNCH JR	<b>Owner's Phone:</b>	919-610-5072
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161055	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/21/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-44-1054
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	725 MAXWELL DRIVE	<b>Total cost:</b>	\$332,400.00
<b>Owner's</b>	ROLLY BANNISTER	<b>Owner's Phone:</b>	919-422-3023
<b>Contractor</b>	WOODALL CONSTRUCTION CO.	<b>Contractor's Phone:</b>	919-662-9565
<b>Type of Improvement:</b>	New Building	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161057	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/21/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	N/A
<b>PropAddress:</b>	228 WESTON ROAD	<b>Total cost:</b>	\$5,000.00
<b>Owner's</b>	JARIS ALVARENGA RIVERA	<b>Owner's Phone:</b>	919-235-5219
<b>Contractor</b>	OWNER	<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161059	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/30/2016	<b>Census tract:</b>	<b>PIN#:</b> 1629-07-2483
<b>Lot#:</b>	76	<b>Subdivision:</b>	SUTTON SPRINGS
<b>PropAddress:</b>	132 ELK STONE TRAIL	<b>Total cost:</b>	\$142,000.00
<b>Owner's</b>	CALATLANTIC GROUP	<b>Owner's Phone:</b>	919-465-5904
<b>Contractor</b>	CALATLANTIC GROUP INC	<b>Contractor's Phone:</b>	704-759-6042
<b>Type of Improvement:</b>	New Building	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161061	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/29/2016	<b>Census tract:</b>	<b>PIN#:</b> 1700-95-4615
<b>Lot#:</b>	20	<b>Subdivision:</b> HEATHER SPRINGS	<b>Total cost:</b> \$16,700.00
<b>PropAddress:</b>	427 BRIMS WAY		
<b>Owner's</b>	JON WILLIAMS	<b>Owner's Phone:</b>	919-773-0667
<b>Contractor</b>	THD @ HOME SERVICES	<b>Contractor's Phone:</b>	770-779-1423
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161062	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/28/2016	<b>Census tract:</b>	<b>PIN#:</b> 1700-87-8767
<b>Lot#:</b>		<b>Subdivision:</b> EDGEBROOK	<b>Total cost:</b> \$2,200.00
<b>PropAddress:</b>	1510 KENNON ROAD		
<b>Owner's</b>	MIGUEL CABRERA	<b>Owner's Phone:</b>	919-406-4689
<b>Contractor</b>	CORNERSTONE FOUNDATION	<b>Contractor's Phone:</b>	919-599-6687
<b>Type of Improvement:</b>	Repair	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161063	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/23/2016	<b>Census tract:</b>	<b>PIN#:</b> 1710-71-8744
<b>Lot#:</b>	1	<b>Subdivision:</b> FOREST LANDING	<b>Total cost:</b> \$5,800.00
<b>PropAddress:</b>	100 FOREST LANDING DRIVE		
<b>Owner's</b>	VERA MASON	<b>Owner's Phone:</b>	919-696-6852
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161065	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/21/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> HEATHER WOODS	<b>Total cost:</b> \$7,076.00
<b>PropAddress:</b>	320 KIMLOCH DRIVE		
<b>Owner's</b>	PETER JACK	<b>Owner's Phone:</b>	919-661-0295
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161066	<b>Inside Town Limits</b> Yes	
<b>Issue date:</b>	11/21/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> EAGLE RIDGE	<b>Total cost:</b> \$12,270.00
<b>PropAddress:</b>	332 MICKLESON RIDGE DR		
<b>Owner's</b>	CHRISTOPHER NICHOLS	<b>Owner's Phone:</b>	919-607-2365
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161067	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/22/2016	<b>Census tract:</b>	<b>PIN#:</b> 1711-03-1602
<b>Lot#:</b>		<b>Subdivision:</b> SUNSET ACRES	<b>Total cost:</b> \$600.00
<b>PropAddress:</b>	1511 BEICHLER ROAD		
<b>Owner's</b>	JCLU	<b>Owner's Phone:</b>	919-819-8883
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161068	<b>Inside Town Limits</b>	No
<b>Issue date:</b>	11/22/2016	<b>Census tract:</b>	<b>PIN#:</b> 0797-76-8593
<b>Lot#:</b>	7	<b>Subdivision:</b> INWOOD FOREST	<b>Total cost:</b> \$7,000.00
<b>PropAddress:</b>	4843 INWOOD ROAD		
<b>Owner's</b>	GARY & JANICE WILLIAMS	<b>Owner's Phone:</b>	919-828-9546
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161069	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/22/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> PINEWINDS	<b>Total cost:</b> \$7,000.00
<b>PropAddress:</b>	1272 SHADOWBARK COURT		
<b>Owner's</b>	JACKIE P. DIERICKX	<b>Owner's Phone:</b>	919-215-2330
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161070	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/23/2016	<b>Census tract:</b>	<b>PIN#:</b> 1701-45-7854
<b>Lot#:</b>	375	<b>Subdivision:</b> GREENBRIER	<b>Total cost:</b> \$7,500.00
<b>PropAddress:</b>	4708 GREENBRIER ROAD		
<b>Owner's</b>	PAUL CAPPS	<b>Owner's Phone:</b>	919-669-9045
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161073	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/23/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$2,800.00
<b>PropAddress:</b>	1003 BUCKHORN ROAD		
<b>Owner's</b>	JEFF CANAVIN	<b>Owner's Phone:</b>	919-457-6663
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161074	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/23/2016	<b>Census tract:</b>	<b>PIN#:</b> 1711-40-2708
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$31,000.00
<b>PropAddress:</b>	518 HILLTOP AVENUE		
<b>Owner's</b>	KATHRYN MARCOM	<b>Owner's Phone:</b>	919-771-6966
<b>Contractor</b>	OWNER	<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161076	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/28/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> WESTON RIDGE	<b>Total cost:</b> \$6,800.00
<b>PropAddress:</b>	109 VISTA RIDGE LANE		
<b>Owner's</b>	MIKE ELLIS	<b>Owner's Phone:</b>	919-606-9378
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161077	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/28/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> CLOVERDALE	<b>Total cost:</b> \$750.00
<b>PropAddress:</b>	1010 NORTHVIEW ST		
<b>Owner's</b>	RICH KOCHER	<b>Owner's Phone:</b>	919-810-3764
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161078	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/28/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> N/A	<b>Total cost:</b> \$4,200.00
<b>PropAddress:</b>	101 GLEN MEADOW COURT		
<b>Owner's</b>	HOLLY & KEITH STRINGER	<b>Owner's Phone:</b>	919-801-8653
<b>Contractor</b>	FALCONE CRAWL SPACE & STRUCTURA	<b>Contractor's Phone:</b>	704-719-1198
<b>Type of Improvement:</b>	Repair	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161079	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/28/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b> HEATHER WOODS	<b>Total cost:</b> \$6,900.00
<b>PropAddress:</b>	116 MARYKIRK PLACE		
<b>Owner's</b>	MICHAEL & JUDY BASS	<b>Owner's Phone:</b>	919-772-0183
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161080	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/29/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	PINEWINDS
<b>PropAddress:</b>	104 LONGNEEDLE COURT	<b>Total cost:</b>	\$5,520.00
<b>Owner's</b>	JONATHAN BURDETTE	<b>Owner's Phone:</b>	919-880-7569
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

<b>Permit #:</b>	2161081	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/29/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>	30	<b>Subdivision:</b>	VANDORA PINES
<b>PropAddress:</b>	168 ROAN DRIVE	<b>Total cost:</b>	\$4,745.00
<b>Owner's</b>	JON ERICKSON	<b>Owner's Phone:</b>	919-772-7333
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Plumbing	<b>Proposed Use</b>	TANKLESS HOT WATER HE

<b>Permit #:</b>	2161082	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/29/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>	175	<b>Subdivision:</b>	EAGLE RIDGE
<b>PropAddress:</b>	752 SEASTONE STREET	<b>Total cost:</b>	\$3,350.00
<b>Owner's</b>	LINDA FRANCESE	<b>Owner's Phone:</b>	704-577-7286
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Plumbing	<b>Proposed Use</b>	PLUMBING

<b>Permit #:</b>	2161083	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/29/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	CLOVERDALE
<b>PropAddress:</b>	3814 RANDELL ROAD	<b>Total cost:</b>	\$2,000.00
<b>Owner's</b>	SUSAN INSCOE	<b>Owner's Phone:</b>	
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Electrical	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161084	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/29/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>	40	<b>Subdivision:</b>	HEATHER HILLS
<b>PropAddress:</b>	901 FLANDERS STREET	<b>Total cost:</b>	\$8,220.00
<b>Owner's</b>	ERIC SCOTT	<b>Owner's Phone:</b>	919-699-5120
<b>Contractor</b>	DECKS BY ALL MEANS	<b>Contractor's Phone:</b>	919-427-4232
<b>Type of Improvement:</b>	Alteration	<b>Proposed Use</b>	DECK

Permits Issued From 11/01/2016 To 11/30/2016

<b>Permit #:</b>	2161085	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/30/2016	<b>Census tract:</b>	<b>PIN#:</b> 1629-05-0017
<b>Lot#:</b>	27	<b>Subdivision:</b>	SUTTON SPRINGS <b>Total cost:</b> \$9,000.00
<b>PropAddress:</b>	145 SUTTON SPRINGS DRIVE		
<b>Owner's</b>	MARY FRANKLIN	<b>Owner's Phone:</b>	970-799-0196
<b>Contractor</b>	JEFF FIKE	<b>Contractor's Phone:</b>	919-422-2214
<b>Type of Improvement:</b>	Repair	<b>Proposed Use</b>	SINGLE FAMILY DWELLIN

<b>Permit #:</b>	2161087	<b>Inside Town Limits</b>	Yes
<b>Issue date:</b>	11/30/2016	<b>Census tract:</b>	<b>PIN#:</b>
<b>Lot#:</b>		<b>Subdivision:</b>	EAGLE RIDGE <b>Total cost:</b> \$5,000.00
<b>PropAddress:</b>	513 SEASTONE STREET		
<b>Owner's</b>	BARBARA McBRAYER	<b>Owner's Phone:</b>	919-349-4852
<b>Contractor</b>		<b>Contractor's Phone:</b>	
<b>Type of Improvement:</b>	Mechanical	<b>Proposed Use</b>	MECHANICAL REPLACEM

**Total Number of Permits on Repor 109**  
**Total Construction Value\$10,938,946.00**

## Memorandum

**To:** Rodney Dickerson, Town Manager  
**From:** Michael Gammon, Budget and Special Projects Manager  
**Date:** December 9, 2016  
**Subject:** Financial Reports for November 2016  
**CC:** Town Council

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Attached is the statement of revenues and expenditures for FY 2017 through November 30, 2016. We are five months, or approximately 41.67% through the budget year.

The report shows that year-to-date, the Town has collected approximately 35.2% of estimated revenues. Some important analysis of the Town's revenues included:

- Most property tax revenues (with the exclusion of vehicle taxes) are not received until November, December or January during the fiscal year. November was a large month for collections with just over \$4.3 million in revenue received.
- Sales taxes revenues for the first disbursement (July & August 2016) were 2.88% higher compared to the same point the previous year. From this point forward, the picture of how much impact sales tax collections will have on the budget will become much clearer.
- Development fees (permit fees, water and sewer capacity fees, etc.) continue to lag significantly behind where they were at this time the previous year (-69.67%) and are under the annual budget projection by -69.1%. When controlling for the large Greenfield Apartment project from last July, development revenues are 15.25% *higher* than the previous year. This demonstrates the effect one large project can have upon the Town's revenues. The good news is that the Inspections Department has informed that at least one major project is preparing to pay their development permits and fees as they look to commence construction. This project is expected to have a significant positive impact on the Town's permits and fees revenues.
- The Town has yet to borrow the \$700,000 for the FY 2017 vehicle and equipment replacements. While not a "revenue" in the truest sense, the \$630,000 the Town borrowed during this same time period the previous year is recorded as revenue.
- Intergovernmental revenues have increased by \$95,589 (24.43%) over the previous year.
- The Town's total assessed value on our year-to-date property tax billings is 2.76% higher than this time the previous year.

Please review the attached Analysis of Revenues for additional information.

Overall, the report shows that the Town has expended approximately 34.5% of its budget. Through the same period the previous year, the Town had expended 38.1% of its budget. Important expenditure highlights include:

- Annual dues and subscriptions and several annually contracted services are usually paid at the beginning of the year.
- The Town has had nine pay periods year to date (42.3% of all pay periods). The Town also distributed Holiday Bonuses to employees just prior to Thanksgiving.

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

**Town of Garner**  
**Statement of Revenues and Expenditures**  
For the Period July 1 to November 30, 2016

	Budget	Actual	Over (Under) Budget	Percentage of Budget	Actual Prior Year
<b>REVENUES</b>					
Ad valorem taxes	\$ 17,231,362	\$ 8,272,562	\$ (8,958,800)	48.0%	\$ 8,221,601
Other taxes and licenses	5,857,800	1,042,860	(4,814,940)	17.8%	1,057,468
Intergovernmental revenues	3,343,598	486,866	(2,856,732)	14.6%	391,277
Permits and fees	2,017,760	623,074	(1,394,686)	30.9%	2,053,950
Sales and services	448,417	196,663	(251,754)	43.9%	173,866
Investment earnings	100,000	-	(100,000)	0.0%	16,345
Other revenues	268,800	171,146	(97,654)	63.7%	52,137
Sale of capital assets	30,000	20,359	(9,641)	67.9%	53,581
Proceeds from issuance of debt	700,000	-	(700,000)	0.0%	630,000
Transfers in	51,506	-	(51,506)	0.0%	81,456
Appropriated fund balance	696,552	-	(696,552)	0.0%	-
<b>Total Revenues</b>	<b>\$ 30,745,795</b>	<b>\$ 10,813,530</b>	<b>\$ (19,932,265)</b>	<b>35.2%</b>	<b>\$ 12,731,681</b>
<b>EXPENDITURES</b>					
Governing body	\$ 321,763	\$ 148,043	\$ (173,720)	46.0%	\$ 126,657
Administration	1,324,436	451,768	(872,668)	34.1%	467,690
Finance	738,877	231,634	(507,243)	31.3%	324,438
Economic development	278,924	116,270	(162,654)	41.7%	172,879
Economic incentives	70,000	-	(70,000)	0.0%	-
Planning	852,339	337,429	(514,910)	39.6%	266,798
Inspections	963,256	358,842	(604,414)	37.3%	327,878
Engineering	596,673	247,924	(348,749)	41.6%	247,593
Information technology	559,869	224,746	(335,123)	40.1%	246,510
Police	7,826,959	2,934,741	(4,892,218)	37.5%	3,008,074
Fire services	2,896,552	1,163,422	(1,733,130)	40.2%	1,029,159
Public works	7,248,359	2,494,560	(4,753,799)	34.4%	2,603,198
Parks and recreation	1,880,156	779,005	(1,101,151)	41.4%	722,084
Debt service	3,599,422	609,590	(2,989,832)	16.9%	1,071,987
Special appropriations	1,193,534	517,131	(676,403)	43.3%	468,603
Transfers out	363,631	-	(363,631)	0.0%	37,000
Contingency	31,045	1,000	(30,045)	0.0%	-
<b>Total expenditures</b>	<b>\$ 30,745,795</b>	<b>\$ 10,616,105</b>	<b>\$ (20,129,690)</b>	<b>34.5%</b>	<b>\$ 11,120,548</b>
<b>Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ 197,425</b>	<b>\$ 197,425</b>		<b>\$ 1,611,133</b>

Town of Garner  
 Analysis of Major Revenues  
 For the Period July 1, 2015 Through November 30, 2016

**Property Tax Collections**

*(collections compared to budget)*

	Through Month Ending	
	11/30/2016	11/30/2015
Collections--Current Year	\$ 8,240,695	\$ 8,063,321
Collection % to Budget	48.42%	50.55%
Collection % Value/Levy (both DMV & Wake County)	49.69%	51.40%

**Property Tax Values (from Wake County & DMV)**

	Through Month Ending		
	11/30/2016	11/30/2015	
Real Property	\$2,732,009,205	\$2,665,254,137	
Personal Property	177,906,299	172,311,759	
Public Service Property	118,064,138	114,535,800	
Vehicles	89,046,740	81,120,623	
<b>Total</b>	<b>\$3,117,026,382</b>	<b>\$3,033,222,319</b>	<b>Percent Change 2.76%</b>

**Sales Tax Distributions**

	Through Month Ending		% Change
	11/30/2016	11/30/2015	
Sales Taxes	\$985,456	\$960,887	2.56%

*Sales taxes distributed through 11/30 represent sales tax paid by consumers in July-August 2016.*

**Building Permit Fees**

	Through Month Ending		% Change
	11/30/2016	11/30/2015	
Fees Collected	\$194,510	\$355,438	-45.28%

**PRCR Fees**

	Through Month Ending		% Change
	11/30/2016	11/30/2015	
Recreation Fees	\$93,367	\$73,761	26.58%
Facility Rentals	\$83,795	\$80,697	3.84%

Town of Garner  
 Analysis of Budget to Actual Expenditures  
 July 1, 2016 through November 30, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Town Council	229,146			110,122			
Dues and Subscriptions		(42,990)			(44,754)		
	229,146	(42,990)	186,156	110,122	(44,754)	65,368	35.11%
Attorney	92,617		92,617	37,920		37,920	40.94%
<b>Total Town Council</b>	<b>321,763</b>	<b>(42,990)</b>	<b>278,773</b>	<b>148,042</b>	<b>(44,754)</b>	<b>103,288</b>	<b>37.05%</b>
Town Manager	559,062			191,437			
	559,062	-	559,062	191,437	-	191,437	34.24%
Town Clerk	162,338			62,262			
	162,338	-	162,338	62,262	-	62,262	38.35%
Human Resources	282,195			113,811			
	282,195	-	282,195	113,811	-	113,811	40.33%
Safety	10,824		10,824	1,402		1,402	12.95%
Communications	177,537		177,537	48,028		48,028	27.05%
Neighborhood Improvement	132,480		132,480	34,828		34,828	26.29%
<b>Total Administration</b>	<b>1,324,436</b>	<b>-</b>	<b>1,324,436</b>	<b>451,768</b>	<b>-</b>	<b>451,768</b>	<b>34.11%</b>

Town of Garner  
 Analysis of Budget to Actual Expenditures  
 July 1, 2016 through November 30, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Finance Administration	738,877			231,634			
	738,877	-	738,877	231,634	-	231,634	31.35%
Purchasing	-			-			
	-	-	-	-	-	-	-
<b>Total Finance</b>	<b>738,877</b>	<b>-</b>	<b>738,877</b>	<b>231,634</b>	<b>-</b>	<b>231,634</b>	<b>31.35%</b>
Economic Development	229,085			93,056			
	229,085	-	229,085	93,056	-	93,056	40.62%
Economic Development Partners	49,839		49,839	23,214		23,214	46.58%
<b>Total Economic Development</b>	<b>278,924</b>	<b>-</b>	<b>278,924</b>	<b>116,270</b>	<b>-</b>	<b>116,270</b>	<b>41.69%</b>
Planning Administration	490,191			205,960			
Professional Services		(81,400)			(43,000)		
	490,191	(81,400)	408,791	205,960	(43,000)	162,960	39.86%
Land Use Permits	191,700			76,974			
	191,700	-	191,700	76,974	-	76,974	40.15%
Community Planning	170,448			54,495			
	170,448	-	170,448	54,495	-	54,495	31.97%
<b>Total Planning</b>	<b>852,339</b>	<b>(81,400)</b>	<b>770,939</b>	<b>337,429</b>	<b>(43,000)</b>	<b>294,429</b>	<b>38.19%</b>

Town of Garner  
 Analysis of Budget to Actual Expenditures  
 July 1, 2016 through November 30, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Inspections	963,256			358,842			
<b>Total Inspections</b>	<b>963,256</b>	<b>-</b>	<b>963,256</b>	<b>358,842</b>	<b>-</b>	<b>358,842</b>	<b>37.25%</b>
Engineering	596,673			247,924			
<b>Total Engineering</b>	<b>596,673</b>	<b>-</b>	<b>596,673</b>	<b>247,924</b>	<b>-</b>	<b>247,924</b>	<b>41.55%</b>
Information Technology	559,869			224,746			
<b>Total Information Technology</b>	<b>559,869</b>	<b>-</b>	<b>559,869</b>	<b>224,746</b>	<b>-</b>	<b>224,746</b>	<b>40.14%</b>
Police	7,826,959			2,934,741			
<b>Total Police</b>	<b>7,826,959</b>	<b>-</b>	<b>7,826,959</b>	<b>2,934,741</b>	<b>-</b>	<b>2,934,741</b>	<b>37.50%</b>

Town of Garner  
 Analysis of Budget to Actual Expenditures  
 July 1, 2016 through November 30, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Public Works Admin	467,968			203,337			
Salaries		(321,523)			(137,655)		
Telephone		(1,272)			(583)		
Longevity		(11,344)			(8,085)		
Auto Maintenance and Repair		(150)			(894)		
Travel and Training		(7,620)			(3,922)		
Uniforms		(615)			(450)		
Dues and Subscriptions		(1,423)			(1,200)		
	467,968	(343,947)	124,021	203,337	(152,789)	50,548	40.76%
Street Maintenance	1,897,854			730,888			
	1,897,854	-	1,897,854	730,888	-	730,888	38.51%
Powell Bill	838,162			145,326			
	838,162	-	838,162	145,326	-	145,326	17.34%
Snow Removal	44,207			8,686			
	44,207	-	44,207	8,686	-	8,686	19.65%
Public Grounds	989,537			359,474			
	989,537	-	989,537	359,474	-	359,474	36.33%
Solid Waste	1,930,692		1,930,692	603,527		603,527	31.26%
Public Facility Utilities	737,225	(161,881)		299,054	(60,541)		
	737,225	(161,881)	575,344	299,054	(60,541)	238,513	41.46%
Fleet Maintenance Overtime	342,714	(3,430)		144,269	(3,506)		
	342,714	(3,430)	339,284	144,269	(3,506)	140,763	41.49%
<b>Total Public Works</b>	<b>7,248,359</b>	<b>(509,258)</b>	<b>6,694,894</b>	<b>2,494,561</b>	<b>(216,836)</b>	<b>2,277,725</b>	<b>34.02%</b>

Town of Garner  
 Analysis of Budget to Actual Expenditures  
 July 1, 2016 through November 30, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Parks & Recreation Administration	371,098			142,639			
	371,098	-	371,098	142,639	-	142,639	38.44%
Arts and Events	421,837			127,752			
	421,837	-	421,837	127,752	-	127,752	30.28%
Youth & Athletics	385,810			218,170		218,170	
Salaries		(119,350)			(54,976)		
Overtime		-			(808)		
Temporary Overtime		-			(407)		
Temporary Salaries		(111,277)			(93,112)		
Contract Services - Youth Basketball		(6,000)			(5,785)		
Contract Services - Youth Non-Sport Camps		(7,060)			(4,782)		
	385,810	(243,687)	142,123	218,170	(159,870)	58,300	41.02%
Adult & Senior Programs	299,084			104,382			
	299,084	-	299,084	104,382	-	104,382	34.90%
Outdoor Adventure	236,068			105,773			
Temporary Salaries		(38,188)			(22,553)		
FICA		(10,313)			(4,747)		
	236,068	(48,501)	187,567	105,773	(27,300)	78,473	41.84%
Program Partners	166,259			80,290			
		(23,650)			(23,650)		
	166,259	(23,650)	142,609	80,290	(23,650)	56,640	39.72%
<b>Total Parks and Recreation</b>	<b>1,880,156</b>	<b>(315,838)</b>	<b>1,564,318</b>	<b>779,006</b>	<b>(210,820)</b>	<b>568,186</b>	<b>36.32%</b>

Town of Garner  
 Analysis of Budget to Actual Expenditures  
 July 1, 2016 through November 30, 2016

	Budget	Items Identified In Budget	Budget After Identified Items	Expended to Date	Items Identified In Expenditures	Expenditures After Identified Items	Percentage Expended
Retirement	652,293			242,086			
	652,293	-	652,293	242,086	-	242,086	37.11%
Town Insurance	473,019			252,064			
Workers Compensation		(198,875)			(237,346)		
	473,019	(198,875)	274,144	252,064	(237,346)	14,718	5.37%
Subsidized Programs	47,004			16,693			
	47,004	-	47,004	16,693	-	16,693	35.51%
Office Administration	21,218			6,288			
	21,218	-	21,218	6,288	-	6,288	29.64%
<b>Special Appropriations</b>	<b>1,193,534</b>	<b>(198,875)</b>	<b>994,659</b>	<b>517,131</b>	<b>(237,346)</b>	<b>279,785</b>	<b>28.13%</b>
<b>Transfers</b>	<b>363,631</b>	<b>-</b>	<b>363,631</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Economic Incentives</b>	<b>70,000</b>	<b>-</b>	<b>70,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Fire Services</b>	<b>2,896,552</b>	<b>-</b>	<b>2,896,552</b>	<b>1,163,422</b>	<b>-</b>	<b>1,163,422</b>	<b>40.17%</b>
<b>Debt Service</b>	<b>3,599,422</b>	<b>-</b>	<b>3,599,422</b>	<b>609,590</b>	<b>-</b>	<b>609,590</b>	<b>16.94%</b>
<b>Contingency</b>	<b>31,045</b>	<b>-</b>	<b>31,045</b>	<b>1,000</b>	<b>-</b>	<b>1,000</b>	<b>0.00%</b>
<b>Total All Departments</b>	<b>30,745,795</b>	<b>(1,148,361)</b>	<b>29,553,227</b>	<b>10,616,106</b>	<b>(752,756)</b>	<b>9,863,350</b>	<b>33.37%</b>