

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

The Garner Town Council met in a Work Session at 6:00 p.m. on Tuesday, March 28, 2017 in the Garner Police Department Training Room located at 912 7<sup>th</sup> Avenue.

**CALL MEETING TO ORDER/ROLL CALL**

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

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

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

**ADOPTION OF AGENDA**

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

Action: Agenda revised to include this item

Motion: Singleton  
Second: Behringer  
Vote: Unanimous

**REPORTS/DISCUSSION**

**South Garner Greenway Extension Project Update**

Presenter: John Hodges, Assistant Town Manager – Development Services

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

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

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

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

### **PRCR Reorganization of Cultural Arts and Events Team**

Presenter: Sonya Shaw, PRCR Director

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

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

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

Action: Place on future Council Agenda

### **Wake County Transit Work Plan and Draft Master Participation Agreement**

Presenter: John Hodges, Assistant Town Manager – Development Services

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

#### Master Participation Agreement

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

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

## Wake County Transit Work Plan

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

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

Action: No Action; Presentation only

### **2017 Legislative Agenda**

Presenter: Rodney Dickerson, Town Manager

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

Action: No Action; Presentation only

### **MANAGER REPORTS**

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

### **COUNCIL REPORTS**

Council Member Marshburn

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

Mayor Pro Tem Behringer

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

Council Member Johns

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

Council Member Singleton

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

Council Member Kennedy

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

**CLOSED SESSION**

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

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