

**Town of Garner  
Council Work Session Minutes  
January 29, 2019**

The Council met in a Work Session at 6:00 p.m. in the Council Chambers located at 900 7<sup>th</sup> Avenue.

**CALL MEETING TO ORDER/ROLL CALL**

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

Staff Present: Rodney Dickerson-Town Manager, John Hodges-Asst. Town Manager- Development Services, Matt Roylance-Asst. Town Manager-Operations, Chris Johnson-Town Engineer, Jonathan Ham-Asst. Town Engineer, Jeff Triezenberg-Planning Director, Het Patel-Senior Planner, Pam Wortham-Finance Director, Joe Stallings-Economic Development Manager, Mike Franks-Budget & Special Projects Manager, Mari Howe-Downtown Development Manager, Sonya Shaw-PRCR Director, Forrest Jones-Public Works Director, BD Sechler-Human Resources Director, Brandon Zuidema-Police Chief, Joe Binns-Police Captain, Rick Mercier-Communication Manager, William E. Anderson-Town Attorney, and Rebecca Schlichter-Deputy Town Clerk.

Also present: Sam Bridges – Town Lobbyist

**ADOPTION OF AGENDA**

Motion: Singleton  
Second: Behringer  
Vote: 3:0

**REPORTS/DISCUSSION**

**Health Care Renewal**

Presenter: BD Sechler, Human Resources Director and Paul Sydor, Independent Benefits Advisors

Mr. Sechler and Mr. Sydor updated Council on current renewal plans and discussed options that might be available to enhance our health care plan and keep costs as reasonable as possible.

Vendor Bid Strategy

Aetna (Current Vendor)

- Firm renewal in hand. Rate hold with \$55,000 rebate, which is equivalent to a 2.0% rate *decrease*
- Potential for revised renewal with further rate decrease as additional months of claims data becomes available

The Town is seeking bids from other insurers with provider networks and customer service comparable to Aetna:

North Carolina League of Municipalities (MedCost Provider Network)

- Preliminary *estimate* with 0.7% rate decrease over current
- Firm proposal will become available as additional months of claims data becomes available

Blue Cross Blue Shield of NC

- Will be invited to submit a proposal

United Healthcare

- Will be invited to submit a proposal

Renewal Timeline

- Staff recommendation presented to Council at March 26, 2019 Council Work-Session
- Recommendation approved by Council at April 1, 2019 meeting
- Staff Open Enrollment from April 29 through May 17, 2019
- New benefits elections effective on July 1, 2019

### **Pavement Condition Assessment**

Presenter: Jonathan Ham, Assistant Town Engineer and Forrest Jones, Public Works Director

Mr. Lander of the Kercher Group gave an overview of the PCS Methodology, findings, Pavement Management Software, results and analysis.

Mr. Ham and Mr. Jones presented the results from the 2018 Pavement Condition Assessment performed by Kercher Group. Along with individual street ratings, Kercher Group evaluated best maintenance practices for each street and developed a five-year workplan based on different options:

- The worst-first approach (This is how the Town has approached pavement management)
- Optimized approach (Using all tools in pavement management and modeling)
- Optimized approach with increased funding of \$1M per year
- Optimized approach with a PCI of 80
- Optimized approach with a PCI of 78 (*added after deliverables meeting*)
- Optimized approach with a PCI of 76.2 (*added after deliverables meeting*)
- Modified worst-first with 60% resurfacing and 40% preservation/repair (*added after deliverables meeting*)

Under the worst-first approach, the Town would be resurfacing about 2.25 miles of Town streets.

Under the optimized approach, the Town would be treating 19 miles of Town streets. The modified approach would allow for 16.06 miles of treatment, with 1.85 miles of resurfacing.

Staff reviewed these approaches and believes that the modified approach with 60% spent on resurfacing and 40% being spent on other pavement preservation and repair tactics is the best approach for 2019. The streets that would be resurfaced in the 2019 work plan under this scenario include Devon Ct, Tafton Ct, Lyme Ct, Briarhaven Ct, Easton Ct, Smith Dr, Center St, Ryerson Dr, Penny St, and Forest Dr.

Council consensus to move forward with the modified 60/40 approach.

### **UDO-19-01, Bar, Nightclub, Tavern in the CBD**

Presenter: Jeff Triezenberg, AICP, GISP, Planning Director

Mr. Triezenberg presented an application from the Downtown Development Manager in cooperation with the Planning Department to allow a bar, nightclub, tavern use that does not meet the minimum kitchen requirements to fully qualify as a restaurant use in the CBD district under select circumstances via special use permit.

Ms. Howe and Mr. Josh Whittaker, applicant, gave an overview of current plans for the building.

Council consensus to put in reference of current noise ordinance and place on future agenda.

### **Recreation Center Capital Project Budget Amendment**

Presenter: John Hodges, Assistant Town Manager – Development Services

Construction update March 29<sup>th</sup> is still the expected complete date.

Mr. Hodges presented recommendation of an amendment to the Recreation Center Capital Project Budget to account for cost changes and the addition of costs not originally budgeted for the project.

#### *Background*

The Recreation Center Capital Project includes three sub-projects - Construction of the Recreation Center and Stormwater BMP, Roadwork and the GPAC Parking Lot. The capital project budget utilizes 19 funding sources, some of which have changed over the lifetime of the project planning and construction. While these changes have been reported to Council, budget amendments have not been done to reflect all of them in the Recreation Center Capital Project Budget. As the project nears the final stages of construction, an amendment is needed to ensure adequate funds are budgeted to the correct parts of the capital budget.

#### *Project Changes and Additions*

The Recreation Center Construction has experienced a number of change orders. Some of the changes are justifiable, unforeseeable issues that can occur with any project of this size and scope. Some of the changes are necessary elements of the project that may have been missed in bidding (the overall project bid was more than \$1.5 Million under the estimated cost). Several other changes are necessary elements of the project that we will negotiate with the architect or contractor toward the closeout of the project. These change orders currently total approximately \$340,000 and there are a few more that will be added.

Parks, Recreation and Cultural Resources has previously presented designs for signage for the Recreation Center building and campus. The signage package costs exceed the minimal amount that was included in the original project budget for a single, basic monument sign. The cost estimate for the building and site signage that Council approved moving forward with is \$95,000. Staff will bring plans and revised costs estimates for the additional signage/artwork that was discussed at a future date.

Council has previously received an update on changes to the Community Development Block Grant (CDBG) funding that was budgeted for this project. Those changes leave an unfunded gap of \$118,000 in the original project revenues.

#### *Operating Costs Savings*

At your November 2018 retreat, Council asked staff to calculate potential operating cost savings that could be realized from the delayed opening of the Recreation Center. Mr. Franks has calculated this savings at \$77,305 from two departmental budgets (see attached) and notes that this is subject to change until the exact opening date is known. He further recommends waiting to budget this savings until Third Quarter recommendations are presented.

### *Proposed Budget Amendment*

Staff proposes the following budget amendment to the Recreation Center Capital Project Budget Revenues:

- + \$148,000 from Interest Earned on Recreation Center Bond Funds to partially offset cost increases
- + \$118,000 from Parks & Recreation Unallocated Bond Funds to offset CDBG shortfall
- + \$95,000 from Parks & Recreation Unallocated Bond Funds to cover unbudgeted signage costs

Council consensus to bring budget amendment to future meeting.

### **Prioritization of Funding for Jones Sausage Road Design**

Presenter: John Hodges, Assistant Town Manager – Development Services

Mr. Hodges announced Mr. Patel was asked to serve as the Vice chair of TPAC committee.

Mr. Hodges reviewed the schedule and next steps for the design of Jones Sausage Road for consideration.

At the retreat, staff shared development pressures that could impact the Jones Sausage Road corridor and future extension/realignment. Since the retreat, staff has continued to meet with property owners, business owners and developers who are actively working on projects that could impact or be impacted by the road project. We are currently asking these developers to dedicate what we think will be adequate right-of-way for the future roadway but, without a design, this is just an estimate. Staff is concerned that this approach could eliminate the opportunity to set the optimum alignment for the grade-separation project before development plans are finalized.

Staff has also begun developing a schedule for a future LAPP application for some portion of this project (right-of-way and/or construction) and a schedule for a potential 2020 bond referendum that will likely fund a significant portion of this project. This analysis becomes very complicated with the two schedules overlaid to maximize funding opportunities and construction timelines.

With the convergence of all these schedules, staff believes we are at a critical point to begin this design work. Staff recommends moving forward with one of the on-call transportation planning firms to develop a scope of work with three phases:

1. Conceptual design for the section south of Garner Road including the grade-separation and Hwy 70 intersection. This phase will provide better information to protect the necessary right-of-way for the future realignment.
2. Conceptual design for the section north of Garner Road and right-of-way assessment. This phase will be needed to estimate right-of-way acquisition costs so a funding strategy can be developed.
3. Construction design for the section north of Garner Road. This phase will establish construction costs estimates that will be needed to develop a funding strategy, including future bonds, and prepare for partner funding application(s).

Staff recommends combining items 1 and 2 into one task work order that would begin immediately upon Council approval. Item 3 would be negotiated as an additional task work order with a separate approval at a future time.

Funding for this work was previously estimated at \$1,300,000. Staff suggests that Council consider reallocating the \$1,100,000 earmarked for Hwy 70 Lighting and Landscaping to cover a substantial portion of the cost. The remaining \$200,000 could likely be covered by unallocated Street & Sidewalk Bond proceeds that currently total \$870,000. A copy of the Street & Sidewalk bond funding update from the November Council retreat is attached for your reference as you consider funding strategies.

Staff will continue to work with Duke Energy to develop a lighting plan and cost estimate for the Hwy 70 corridor so this project can be moved forward when funding is identified.

Council consensus to bring proposed scope of services to future work session.

### **Minor Town Hall Campus Improvement Projects**

Presenter: Matt Roylance, Assistant Town Manager - Operations

Mr. Roylance reviewed the staff recommendations of several projects related to the recently completed construction and renovation work at the Town Hall campus.

#### Background

Now that the Police Department and Town Hall construction projects are complete, the warranty period is over, and staff has spent some time “living” in the buildings, several issues have come up that need to be addressed for the buildings to function optimally. These projects are minor compared to the original construction costs but taken together they represent several hundred thousand dollars.

#### Police Department Roof Coating

The roof at this facility was nearing the end of its useful life when we purchased this facility, and now that the renovation is complete the roof is leaking consistently. Unfortunately, patching and minor repairs have not stopped the leaks and, as a result, staff recommends applying a new coating to the roof. The coating comes with a warranty that will extend the life of the roof at least 15 years.

Estimated cost: \$108,375

#### Police Department Gutters

The roof at the Police Department does not have gutters, which has proven to be more problematic than staff anticipated. While water dripping on staff and visitors at many of the building entrances is one obvious issue, there are other more serious concerns that gutters would help solve. There are several points where rainwater is seeping back into the building through the doorways because water is pooling in those areas. There have also been instances where, because of the high volume of water coming off the roof, water hitting the HVAC units splashing back onto the windows and causing leaks around the window frames. And finally, because all the HVAC units are located directly under the dripline of the roof, the wear and tear on those units during snow and ice events is significant. Staff recommends installing gutters on the building to channel the water to appropriate drainage points.

Estimated cost: \$85,000

#### Police Department Step Repairs

During construction of the Police Department, the concrete steps at the front of the building were coated with an “Ardex” product, which is a special finishing material. Unfortunately, the Ardex did not

bond well with the concrete and it has begun to flake and fall off. Staff recommends sandblasting the remaining Ardex off the steps and creating a surface that will bond to a correct application of a concrete finishing product, and then applying that product to the steps. During this repair, staff will also ask the contractor to install a control joint to keep any existing cracks from expanding.

Estimated cost: \$30,000-\$39,000

#### Bio-Retention Area Repairs

The two lower bio-retention areas between the Police Department and Southeast Regional Library have held water for longer than they should since shortly after their installation. To fix this problem, staff recommends removing the bio-mix media and replacing it with new media, as well as replacing the landscaping in these two areas.

Estimated cost: \$15,000

#### Town Hall Turf Rehabilitation

The landscaping plan for Town Hall called for two different installations of turf – sod near the publicly accessible building entrances and seed for the remaining area. The sod installation was successful, and those areas continue to look good today. Unfortunately, the seeded areas were not very successful and there are significant bare spots that are unsightly and not in keeping with the look of the rest of Town Hall. One of the main reasons the seed did not establish successfully in many areas is the poor condition of the soil, including a significant amount of debris and rocks. While it is possible to put down new seed in those areas at a relatively low price, we are unlikely to see dramatic improvement unless we improve the soil condition first. By the time staff or a contractor improves the soil condition, which is a very labor-intensive process, the difference in cost and effort between seed and sod becomes less significant.

Given that sod will provide “instant” impact and likely perform better in the long run, staff recommends installing sod in all areas that were originally seeded at an estimated cost of \$92,960 (\$1.12 per square foot).

Once the sod (or seed) is installed, it requires frequent watering while it establishes roots. During construction, the contractor watered the sod on a regular basis since they were onsite doing other work. There is no sprinkler system at Town Hall, so the contractor used hoses and sprinklers, which was manageable because the sodded areas were relatively small and close to the building where there is access to water. Public Works staff can use a similar process to get the new sod established, but it will be very labor intensive because the area is much larger (83,000 square feet), spread out across different areas of campus, and farther away from water sources. While this effort would be short-term, Public Works staff would have to pull back on other services they typically provide during this time.

The other option is to install an irrigation system while the ground is already being disturbed for the soil conditioning. At an estimated cost of \$74,000 this option is expensive, but it would save significant labor costs and allow staff to water at optimal times of day (early morning and/or evening). It would also make it easier to keep the sod in good condition after the initial watering period and especially during periods of drought or extreme summer heat.

Estimated cost: Depends on options chosen. Max cost of \$178,134 including the costs for water and other miscellaneous costs.

#### Town Hall Countertop Replacement

The kitchen area near the Council Chambers was designed primarily as an employee break room with some accommodations for providing food at Council meetings. In hindsight, staff did not fully realize how much they would use this space for catering purposes. One of the primary issues is the lack of

counter space to spread out the food. Design choices that work well for a break room, such as holes cut in the countertop to drop trash and recycling into the appropriate containers, make that part of the counter difficult to use for catering purposes. Also, there is no counter on top of the ice machine. Replacing the countertop would address both of those issues and provide 4-5 additional feet of countertop.

Estimated cost: \$3,000

Altogether, these projects would cost approximately \$429,009 if Council chooses the most expensive option for turf rehabilitation.

Project	Estimated Cost
<b>Police Department Roof Coating</b>	\$108,375
<b>Police Department Gutters</b>	\$85,000
<b>Police Department Step Repairs</b>	\$13,000
<b>Bio-Retention Area Repairs</b>	\$15,000
<b>Town Hall Turf Rehabilitation</b>	\$178,134
<b>Town Hall Countertop Replacement</b>	\$3,000
<b>Total</b>	<b>\$429,009</b>

Available Funding

Now that the Police Department and Town Hall buildings are substantially complete, the Public Safety and Services Bond fund has a remaining balance of \$271,188. In addition, interest earned on the bond funds and sales tax refunded to the Town Hall projects total \$165,127. When combined, the total funding available for projects in the Public Safety and Services category is \$436,315.

Council consensus to move forward with available funding sources above.

**MANAGER REPORTS**

- Distributed a draft application used to fill the Town Council vacancy.

Information regarding the following will be provided:

- Early voting site in Garner
- NCLM Advocacy Goals Conference November 29<sup>th</sup>
- Distributed a sample Resolution for the proposed relocation of the Depot and partnership with Garner Area Historical Society for December 3<sup>rd</sup> meeting.

**COUNCIL REPORTS**

**Behringer**

- Reported the Asst. Principal of Garner High School requested a modified entry sign on Creech Road coming into Garner.
- Requested an update on the potholes on Old Mechanical Road. Mr. Jones reported that these are not a high priority pothole for NCDOT but is scheduling Public Works to patch.

**ADJOURNMENT:** 9:03 p.m.

Motion:       Behringer  
Second:       Kennedy  
Vote:           3:0