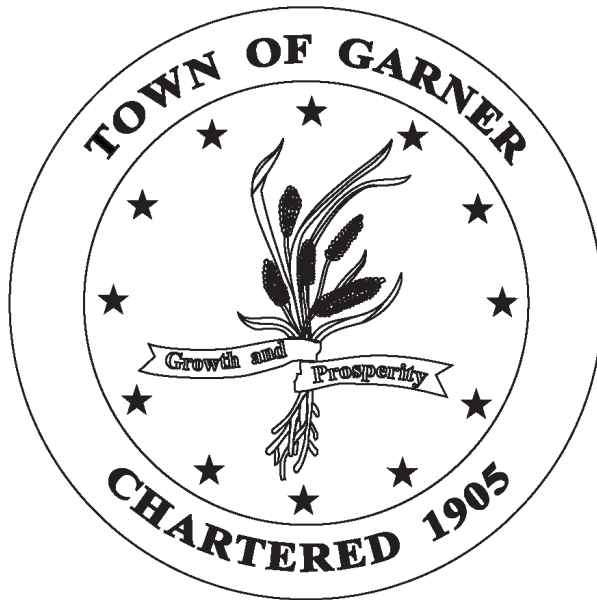


# TOWN OF GARNER



## Town Council Work Session

March 31, 2020  
3:00 p.m.

Garner Town Hall  
900 7th Avenue  
Garner, NC 27529

**Town of Garner  
Work Session Agenda  
March 31, 2020**

The Council will meet in a Work Session at 3:00 p.m. in the Council Chambers located at 900 7<sup>th</sup> Avenue.

A. CALL MEETING TO ORDER/ROLL CALL: Mayor Ken Marshburn

B. ADOPTION OF AGENDA

C. CLOSED SESSION

Pursuant to N.C. General Statutes 143-318.11(a)(3) to consult with the Town Attorney regarding litigation.

D. PRESENTATIONS

E. DISCUSSION/REPORTS

1. Impact of COVID-19 on the Town's Budget.....Page 3  
Presenter: Mike Franks, Budget & Special Projects Manager

Provide an overview of the potential impact of COVID-19 on the Town's operating budget and options being implemented, or considered, to mitigate this impact.

2. Town Budget and Debt Capacity Update.....Page 9  
Presenter: Mike Franks, Budget & Special Projects Manager and Davenport Staff

Provide an overview of the Town's current budget process and receive an update on future borrowing capacity.

*Dinner will be served for town officials in the Council Conference Room at 5:15 p.m.*

3. Benefits Renewal.....Page 10  
Presenter: BD Sechler, Human Resources Director

At the March 17, 2020 Council meeting, HR presented recommendations on benefits renewal for the upcoming 20/21 fiscal year.

Action: Consider approving recommendations

4. BRT Locally Preferred Alternative Discussion.....Page 11  
Presenter: Presenter: Gaby Lontos-Lawlor, Senior Planner-Transportation and City of Raleigh staff

City of Raleigh staff will provide an overview of public feedback received from the Wake BRT: Southern Corridor Kick-Off meetings and the online survey. Based on feedback and existing conditions analysis, the project team will explain the trade-offs between the different alternatives.

- 5. Converting CUDs to CDs and CUPs to SUPs - Introduction and Discussion.....Page 12  
Presenter: Jeff Triezenberg, Planning Director

Discussion of procedural changes required by Session Law 2019-111 to be in place by January 1, 2021, and of associated modifications to the Use Table in Section 5.1 of the Garner UDO.

- 6. Vehicle and Equipment Replacement Process.....Page 17  
Presenter: Mike Franks, Budget & Special Projects Manager

Provide an overview of the Town's vehicle and equipment replacement process.

- 7. Audit Contract for FY 2019-20.....Page 28  
Presenter: David Beck, Finance Director

Audit contract with Mauldin & Jenkins to audit the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2020. The contract is presented using the standard contract format required by the Local Government Commission. Mauldin & Jenkins could begin interim audit work as early as May if the contract is in place.

Action: Consider authorizing execution of a contract in the amount of \$30,500

- E. MANAGER REPORTS
  - 1. Capital Projects Update
  - 2. COVID-19 Update
  - 3. Future Meetings

- F. COUNCIL REPORTS

- G. ADJOURNMENT

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: March 31, 2020		
Subject: Impact of COVID-19 on the Town's Budget		
Location on Agenda: Discussion		
Department: Administration		
Contact: Mike Franks, Budget Manager		
Presenter: Mike Franks, Budget Manager		
<p><b>Brief Summary:</b></p> <p>To provide an overview of the potential impact of COVID-19 on the Town's operating budget and options being implemented, or considered, to mitigate this impact.</p>		
<p><b>Recommended Motion and/or Requested Action:</b></p>		
<p><b>Detailed Notes:</b></p> <p>Staff will summarize the projected current year impact of COVID-19 on Town revenues. In addition, staff will provide an update on the actions being taken, or considered, to mitigate the impact.</p>		
<p><b>Funding Source:</b> N/A</p>		
Cost: N/A	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
<p><b>Manager's Comments and Recommendations:</b></p>		
<p>Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/></p>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MR	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

# Impact of COVID-19 on the Current Budget

# Revenue Impacts

- Sales Tax – Potential impact of \$850k - \$1 million
  - Staff reviewed data on taxable sales by business type at the state level
  - Staff believes approximately 50% of collections are from businesses likely to be highly impacted, 10% are from business that may expand and 30% are from business that likely won't be impacted
- Recreation Fees – Likely impact of \$110,000
  - This assumes no additional revenue is generated in FY 2019 - 2020
- Building Permit Fees – Potential impact of \$50k - \$100k
  - Demand continues to remain strong but could decline based on decisions made at the state level

# Revenue Impacts cont.

- Interest Income – \$150k - \$200k
  - Staff continues to review the maturity date of Town investments and the overall market to determine the potential impact
- Additional Categories
  - While not anticipated to be significant, there is the potential for minor revenue loss in other categories
- Total revenue shortfall of \$1.2 to \$1.5 million currently anticipated

# Actions to Mitigate Impacts

- Department heads have been briefed on the situation and were asked to minimize upcoming expenses
- The Town Manager, and other staff as necessary, will review all purchase requests over \$5,000
- Departments must justify filling vacant positions
- Staff has recommended the potential deferral of the FY 2019 – 2020 revenue savings plan contribution (\$1,291,656) and/or the deferral of the paving contract (\$730,000)



# Additional Considerations

- There are a significant number of unknown variables
  - Impact of virus on sales tax
  - Impact of stimulus funding
  - Duration of virus
  - Severity of virus and government action
- Staff will continue to monitor the impact of these factors and provide updates as necessary

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: March 31, 2020		
Subject: Town Budget and Debt Capacity Update		
Location on Agenda: Discussion		
Department: Administration		
Contact: Mike Franks, Budget Manager		
Presenter: Mike Franks, Budget Manager and Davenport Staff		
Brief Summary: To provide an overview of the Town's current budget process and receive an update on future borrowing capacity.		
Recommended Motion and/or Requested Action: Discussion		
Detailed Notes: Staff will review the current year and 5 year budget forecast. Specifically, staff will review an initial forecast and an updated forecast that includes the potential impacts of COVID-19. In addition, staff will review upcoming funding requests.  Staff from Davenport will review the Town's current debt capacity and how potential changes to the borrowing schedule and/or to the operating budget could impact capacity.		
Funding Source: N/A		
Cost: N/A	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations:		
Attachments Yes: <input type="radio"/> No: <input checked="" type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MR	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: March 31, 2020		
Subject: FY 20-21 Benefits Renewal		
Location on Agenda: Discussion		
Department: HR		
Contact: BD Sechler, Human Resources Director		
Presenter: BD Sechler, Human Resources Director		
Brief Summary: At the March 17, 2020 Council meeting, HR presented recommendations on benefits renewal for the upcoming 20/21 fiscal year.		
Recommended Motion and/or Requested Action: If so desired by Council, approve recommendations presented.		
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:		
Attachments Yes: <input type="radio"/> No: <input checked="" type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	BDS	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

# Executive Summary

- Health Plan: -5.0%
- Dental Plan: 7.3%
- Life & Disability Insurance: 0.0%
- COBRA & FSA Administration: 0.0%
- Retiree Medicare Part D: -20.2%

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: March 31, 2020		
Subject: Wake BRT: Southern Corridor		
Location on Agenda: Discussion		
Department: Planning		
Contact: Gaby Lontos-Lawlor, Senior Planner - Transportation		
Presenter: City of Raleigh Staff		
<b>Brief Summary:</b>  City of Raleigh staff will provide an overview of public feedback received from the Wake BRT: Southern Corridor Kick-Off meetings and the online survey. Based on feedback and existing conditions analysis, the project team will explain the trade-offs between the different alternatives.		
<b>Recommended Motion and/or Requested Action:</b> Receive as information.		
<b>Detailed Notes:</b>     		
<b>Funding Source:</b> n/a		
<b>Cost:</b>	<b>One Time:</b> <input type="radio"/>	<b>Annual:</b> <input type="radio"/>
		<b>No Cost:</b> <input checked="" type="radio"/>
<b>Manager's Comments and Recommendations:</b>       		
<b>Attachments Yes:</b> <input type="radio"/> <b>No:</b> <input checked="" type="radio"/>		
<b>Agenda Form Reviewed by:</b>	<b>Initials:</b>	<b>Comments:</b>
<b>Department Head:</b>	JST	
<b>Finance Director:</b>		
<b>Town Attorney:</b>		
<b>Town Manager:</b>	RD	
<b>Town Clerk:</b>		

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: March 31, 2020		
Subject: Converting CUDs to CDs and CUPs to SUPs - Introduction and Discussion		
Location on Agenda: Discussion		
Department: Planning		
Contact: Jeff Triezenberg, AICP, GISP; Planning Director		
Presenter: Jeff Triezenberg, AICP, GISP; Planning Director		
Brief Summary:  Discussion of procedural changes required by Session Law 2019-111 to be in place by January 1, 2021, and of associated modifications to the Use Table in Section 5.1 of the Garner UDO.		
Recommended Motion and/or Requested Action: Provide direction to staff and continue discussion to April work session.		
Detailed Notes: See attached staff memorandum.		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations:		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	JST	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

**TO:** Rodney Dickerson, Town Manager

**FROM:** Jeff Triezenberg, AICP, GISP; Planning Director

**SUBJECT:** ***Converting Conditional Use Zoning Districts to Conditional Zoning Districts and Conditional Use Permits to Special Use Permits: Introduction and Discussion***

**DATE:** March 31, 2020

---

**Background:**

Section 3.13. (Conditional Use District Zoning) of the Garner UDO will be invalid as of January 1, 2021. All existing Conditional Use Districts will be automatically converted to Conditional Districts on that date per state statute. Section 3.13 also refers to Conditional Use Permits that follow the same process as Section 3.14. (Special Use Permits). As of January 1, 2021; all existing conditional use permits shall automatically be converted to Special Use Permits. While the Garner UDO does already contain language for considering and managing Special Use Permits, it does not currently have specific language for considering and managing Conditional District zoning. The purpose of these statutory changes is to standardize the approval processes for land use decisions across the state. Going forward, combined legislative and quasi-judicial decisions (Conditional Use Districts/Permits) will no longer be allowed; the approval process for a given land use must now be either legislative (General or Conditional Zoning) or quasi-judicial (Special Use Permit) in nature.

*Background on the history of “Conditional Use” and “Conditional” district zoning:*  
<https://www.sog.unc.edu/resources/legal-summaries/conditional-zoning>

Language for Conditional Zoning (legislative approval) will be added as part of a larger text amendment that will address all of the changes required by the adoption of Session Law 2019-111. While the language does not currently exist in the Garner UDO, the process will mirror that for Official Zoning Map Amendments (Re-Zonings) as expressed in the flowchart for Section 3.12.

**Issue:** In light of the strict separation of legislative and quasi-judicial decisions mandated by SL 2019-111, the Town Council will need to provide direction to Town staff regarding the preferred methods of land use approvals for certain land uses as outlined in the Use Tables of Section 5.1 of the Garner UDO. Additionally, quasi-judicial decisions such as Special Use Permits should not be discussed in forums outside the public hearing. The Town already

maintains this practice for Variance requests heard by the Board of Adjustment. Similarly, the Town should adjust its practice for Special Use Permits by removing the step of presenting the case to the Planning Commission in advance of the hearing. In light of these changes, Town staff is asking the Town Council to provide guidance on which land uses should be approved through which process.

**Discussion:**

**Special Use Permits** – As noted in the purpose statements, special use permits are to “allow specified uses by special exception subject to the terms and conditions set forth for such uses in this UDO”. Town staff would argue that rather than applying this review process to those uses having “city-wide impacts”, the special use permit process should be reserved for those uses that the Council desires to severely restrict in terms of location but are required to allow in some zoning district – “high potential for noxious impacts”. The Council’s approval criteria reflect that thinking in that the proposed use:

1. will not **endanger** the public health or safety;
2. will not **injure** the value of adjoining or abutting property;
3. complies with all applicable provisions of this UDO;
4. will comply with all requirements of [the special use permit] section if completed as proposed;
5. will be **compatible** with proximate area in which it is to be located;
6. is consistent with the Comprehensive Plan, the Transportation Plan, other adopted plans and policies, and the stated purpose and intent of this UDO;
7. is **compatible** with adjacent uses in terms of building scale, site design, buffering and screening, and operating characteristics;
8. will mitigate or offset any significant **adverse** impacts resulting from the use, including impacts on the natural environment;
9. can be serviced by public safety, transportation and utility facilities and services while maintaining sufficient levels of service for existing development; and
10. provides adequate **assurances** of continuing maintenance.

Currently, the special use permit process is required for the following uses in every zoning district in which they might be permitted (*staff has highlighted those uses that they feel warrant quasi-judicial scrutiny as opposed to site design considerations that can be considered more appropriately through a site plan accompanying a conditional zoning district request or by carefully considering districts in which the use might be allowed with conditions – staff is looking for general guidance to aid the preparation of specific recommendations for discussion in May*):

- Community Center
- Other Community Service
- Civil, Service Fraternal Clubs, Lodges and Similar Uses
- Schools, Public or Private
- Trade/Vocational Schools
- **Government, Utility Facility with Outdoor Storage**



- Government Office
- **Prison, Jail, Detention Facility**
- Continuing Care, Retirement Facility
- Hospital
- Ambulatory Health & Emergency Care Facility
- Public Park, Swimming Pool, Tennis Court, Golf Course
- **Bus Passenger Terminal**
- **Broadcast Tower**
- **Solar Farms**
- **Other Major Utility**
- Golf Course or Country Club, Private
- Outdoor Athletic or Entertainment Facility, Private
- **Sexually Oriented Business**
- **Theater, Drive-In**
- Water Slide, Gold Driving Range, Miniature Golf, Batting Cage or Similar Use
- Bed and Breakfast
- Extended Stay Facility
- Hotel/Motel
- Parking, Commercial
- **Aviation Service**
- **Resource Extraction**
- **Junk and or Salvage Yard**
- **Sanitary Landfill**
- **Other Waste Related Service**

**Discussion:**

**Conditional Zoning** – When discussing projects with developers where it is known that a rezoning will be required, it is often suggested by staff that the developer/applicant consider a conditional use district and permit application. Since Conditional Use Permits will no longer be allowed, staff will need to direct applicants to the new legislative Conditional District zoning process. The Town Council and Planning Commission will still have the advantage of seeing plans prior to approval. Additionally, the applicant will be free to discuss their plans with both Commission and Council members ahead of time without the fear of falling afoul of ex parte communication rules associated with a quasi-judicial hearing.

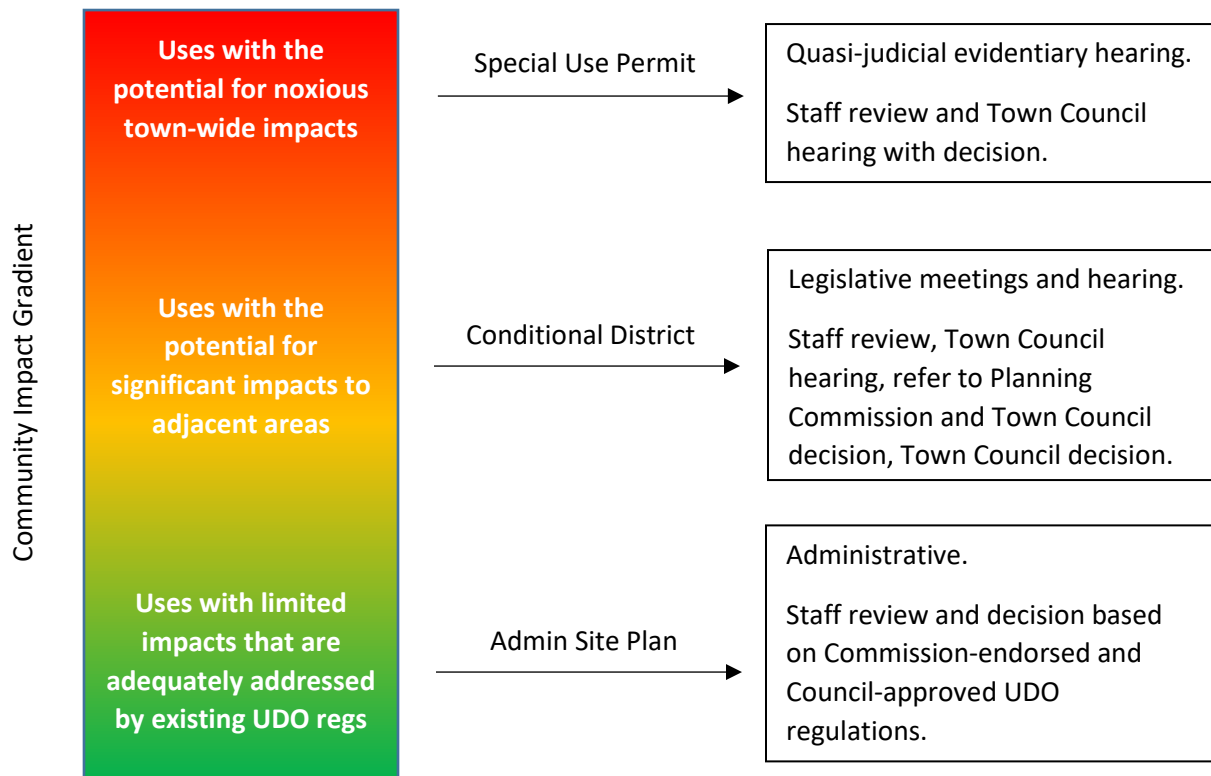
Another consideration here, is that the Planning Director currently has authority to elevate a plan review to a Special Use Permit if he or she “finds that the proposed use would have an extraordinary or unanticipated impact on neighboring properties or the general public, or where site-specific conditions are required, site plan approval should be accomplished with a public hearing”. Staff has not been comfortable with the lack of specificity in this language for some time. Staff would prefer to draw a clearer line between which site plans can be approved administratively versus which site plans should be required to go through a Conditional District re-zoning process.

Staff would propose that any uses in the preceding list not warranting treatment as a Special Use Permit be directed to the new Conditional District re-zoning process as well as those uses that would be expected to typically meet one of the following thresholds:

- Commercial, Retail, Industrial and Manufacturing uses encompassing 100,000 or more square feet of gross floor area;
- Public, Civic, Institutional and Office uses encompassing more than 20,000 square feet of gross floor area;
- Single-family residential and townhome subdivisions consisting of 200 or more dwelling units;
- Multifamily and apartment development consisting of 100 or more dwelling units.

The preceding criteria are not just pulled out of thin air, rather they are pulled from the current language for special use permits. As noted previously, many of these uses (unless they have a potential for noxious impacts) are not as concerning due to town-wide impacts; rather they may be concerning due to the nature of the immediate surroundings and ensuring that the proposed site/subdivision design addresses impacts to adjacent properties and neighborhoods satisfactorily. The Conditional District process will allow for open discussion and consideration of the conditions needed to reach that needed level of satisfaction.

*(Again, staff is looking for general guidance to aid the preparation of specific recommendations for discussion in May. The graphic below summarizes staff's thoughts. The current system is a mixed with the burden of consistency falling exclusively on the interpretations of the Director and any appeals of those interpretations to the Board of Adjustment.)*



Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: March 31, 2020		
Subject: Vehicle and Equipment Replacement Process		
Location on Agenda: Discussion		
Department: Administration		
Contact: Mike Franks, Budget Manager		
Presenter: Mike Franks, Budget Manager		
Brief Summary: To provide an overview of the Town's vehicle and equipment replacement process.		
Recommended Motion and/or Requested Action:		
Detailed Notes: Staff will review the history of the Town's vehicle and equipment replacement process. In addition, staff will review the current process, discuss the Town's funding strategy and identify emerging trends impacting the process.		
Funding Source: N/A		
Cost: N/A	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations:		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	MR	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

# Vehicle Equipment and Replacement Team (VERT) Update

# Overview

- Review VERT History and Purpose
- Discuss Town of Garner Replacement Criteria
- Review North Carolina Localities Replacement Criteria
- Review Changes to Funding Approach
- Discuss Emerging Trends and Other Items

# VERT History and Purpose

- Cross-departmental team
- Established in 2014 to provide better information to management & Council regarding the Town's vehicle & large equipment fleet
- Create more accountability and communication
- Evaluate Town's current fleet and make recommendations to Town Manager's office
  - Better understanding of future needs
  - Analyze future funding for sustainable strategy to vehicles & equipment

# Evaluation Process Summary

- Vehicles are reviewed annually to determine if they meet the Town's replacement criteria – age/mileage guidelines for different vehicles
- Vehicles meeting this criteria are then scored based on various benchmarks
- Vehicles meeting both replacement and scoring criteria are then reviewed independently by the Town's Fleet Manager. Only vehicles that no longer meet operational requirements and/or are no longer economical to maintain are replaced

# VERT Age and Mileage Guidance

Vehicles		
Usage Type	Age	Mileage
General Administrative Vehicle	7 years	80,000 miles
Police Patrol - Severe	6 years	75,000 miles
Police Admin/Unmarked	7 years	80,000 miles
Light Duty Truck/SUV	8 years	80,000 miles
Medium/Heavy Duty Truck	10 years	100,000 miles
Street Sweeper	8 years	80,000 miles
Equipment		
Usage Type	Age	Hours
Off Road Construction	9 years	1,000 hours
Utility Carts	9 years	N/A
Mowers/Small Engine	4 years	1,500 hours
Trailed Equipment	15 years	N/A



# VERT Scoring System

Type	Points	Description
Age	1	Each Year of Chronological Age
Mileage/Hours	1	Each 10,000 Miles or 250 Hours
Type of Service	1	Standard Sedans, SUVs, Light Trucks
	2	Standard Vehicles with Occasional Off-Road Use
	3	Vehicle/Equipment that Pulls Trailers, Hauls Heavy Loads, or has Continued Off-Road Usage
	4	Police Sedans - Severe Use
Average Yearly Maintenance and Repair Costs	1	Low: Maintenance Costs are Less than or Equal to 30% of Replacement Costs
	2	Medium: Maintenance Costs are 31-50% of Replacement Costs
	3	High: Maintenance Costs are 51-70% of Replacement Costs
	4	Extreme: Maintenance Costs are Greater than or Equal to 71% of Replacement Costs
Condition	1	Good Condition: No Visual Damage or Rust, Good Drive Train
	2	Fair Condition: Minor Imperfections in Body and Paint, Interior Fair (no Rips, Tears, Burns), Good Drive Train
	3	Poor Condition: Noticeable Imperfections in Body and Pain Surface, Minor Rust, Minor Damage for add-on Equipment, Worn Interior(One or More Rips, Tears, Burns) and Weak/Noisy Drive Train
	4	Damaged/Lemon Condition: Previous/Current Accident Damage, Poor Paint and Body Condition, Rust (Holes), Bad Interior (Rips, Tears, Cracked Dash), Major Damage for add-on Equipment, Drive Train Components Damaged or Inoperable

# VERT Scoring System Cont.

Point Ranges	Rating	Description
0 - 20	Good	Do Not Replace
21 - 26	Fair	Qualified for Replacement if Maintenance and Repair is High/Extreme
27 - 32	Poor	Qualifies for Replacement
33+	Priority	Needs Priority Replacement

# Funding Strategy

- Prior to FY 2018 – 19, the Town relied on debt financing to cover the cost of vehicle replacements
  - Beginning in FY 2018 – 19, the Town began the process of transitioning to a pay as you go system
- Fund balance has been utilized to pay for a portion of vehicle/equipment costs and debt service costs have been covered by general appropriations
  - As loans are paid off, funding is repurposed to cover the cost of vehicle/equipment purchases
- As part of this process, staff determined that recurring funding of \$750,000 – with a 3 percent escalator – would be sufficient to cover the cost of vehicles/equipment moving forward
  - Including a level funding amount reduces fluctuations and helps to ensure funding is available to meet vehicle/equipment replacement requirements

# Emerging Trends

- The market for police vehicles is transitioning to SUVs which may result in increased costs
  - Chargers are anticipated to return next year but as SUVs have become more fuel efficient/popular the police vehicle market has changed. Staff anticipates the market to continue to become more reliant on SUVs which cost approx. \$10k more per/vehicle
- The twenty Chargers purchased in 2014 are now out of warranty and are experiencing significant maintenance costs
  - The deferral of four police vehicles as part of the FY 19-20 budget process exacerbates this issue and challenges the funding model

# Emerging Trends

- To address vehicle requirements, the Town is reviewing various restricted funds to determine if they can be utilized
- The Town receives significant discounts utilizing the NC Sheriff's contract
  - It's also important to remember that cost estimates in VERT include all items required to outfit vehicles
- Based on all of these challenges, the Town plans to review the VERT process to ensure it remains appropriate in the current environment

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: March 31, 2020		
Subject: Audit Contract for FY 2019-20		
Location on Agenda: Reports		
Department: Finance		
Contact: David C. Beck, Finance Director		
Presenter: David C. Beck, Finance Director		
<p><b>Brief Summary:</b></p> <p>Audit contract with Mauldin &amp; Jenkins to audit the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2020. The contract is presented using the standard contract format required by the Local Government Commission. Mauldin &amp; Jenkins could begin interim audit work as early as May if the contract is in place.</p>		
<p><b>Recommended Motion and/or Requested Action:</b></p> <p>Consider authorizing the execution of a contract in the amount of \$30,500</p>		
<p><b>Detailed Notes:</b></p>       		
<p><b>Funding Source:</b> Budgeted item</p>		
Cost: \$30,500	One Time: <input checked="" type="radio"/>	Annual: <input type="radio"/> No Cost: <input type="radio"/>
<p><b>Manager's Comments and Recommendations:</b></p>       		
<p>Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/></p>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	DCB	
Finance Director:	DCB	
Town Attorney:		
Town Manager:	RD	
Town Clerk:		

The	Governing Board Town Council
of	Primary Government Unit (or charter holder) Town of Garner
and	Discretely Presented Component Unit (DPCU) (if applicable)

*Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)*

and	Auditor Name Mauldin & Jenkins, PLLC
	Auditor Address 200 Galleria Parkway, Suite 1700 Atlanta, GA 30339

*Hereinafter referred to as Auditor*

for	Fiscal Year Ending 06/30/20	Audit Report Due Date 10/31/20
-----	--------------------------------	-----------------------------------

*Must be within four months of FYE*

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).

2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit performed under the requirements found in Subpart F of the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Accounting Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC staff within four months of fiscal year end. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay shall be submitted to the Secretary of the LGC for approval.
7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's (Units') records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to



the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.

10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).

11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.

13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC along with an Audit Report Reissued Form (available on the Department of State Treasurer website). These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the

Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to charter schools or hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 28 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

see attached  
engagement letter

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the parent government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to charter schools or hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and Governmental Auditing Standards, 2018 Revision (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. Applicable to charter school contracts only: No indebtedness of any kind incurred or created by the charter school shall constitute an indebtedness of the State or its political subdivisions, and no indebtedness of the charter school shall involve or be secured by the faith, credit, or taxing power of the State or its political subdivisions.

29. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 16 for clarification).

Number 26 above, because the Auditor does not have 25 or more employees in the State of North Carolina.

30. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>.

31. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

32. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

**FEEES FOR AUDIT SERVICES**

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Governmental Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by:  Auditor  Governmental Unit  Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

<b>Name:</b>	<b>Title and Unit / Company:</b>	<b>Email Address:</b>
David Beck	Finance Director of the Town	dbeck@garnernc.gov

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees below. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year billings. Should the 75% cap provided below conflict with the cap calculated by LGC staff based on the prior year billings on file with the LGC, the LGC calculation prevails. All invoices for services rendered in an audit engagement as defined in 20 NCAC 3 .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

**PRIMARY GOVERNMENT FEES**


Primary Government Unit	Town of Garner
Audit Fee	\$ 26,500
<b>Additional Fees Not Included in Audit Fee:</b>	
Fee per Major Program	\$ 4,000
Writing Financial Statements	\$
All Other Non-Attest Services	\$
<b>75% Cap for Interim Invoice Approval</b> <i>(not applicable to hospital contracts)</i>	\$ 22,875.00

**DPCU FEES (if applicable)**

Discretely Presented Component Unit	
Audit Fee	\$
<b>Additional Fees Not Included in Audit Fee:</b>	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$
<b>75% Cap for Interim Invoice Approval</b> <i>(not applicable to hospital contracts)</i>	\$

**SIGNATURE PAGE**

**AUDIT FIRM**

Audit Firm* Mauldin & Jenkins, PLLC	
Authorized Firm Representative (typed or printed)* James Bence	Signature* 
Date* 03/25/20	Email Address* jbence@mjcpa.com

**GOVERNMENTAL UNIT**

Governmental Unit* Town of Garner	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)*	Signature*
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

**GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE**

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).  
Not applicable to hospital contracts.

*This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.*

Primary Governmental Unit Finance Officer* (typed or printed)	Signature*
Date of Pre-Audit Certificate*	Email Address*

**SIGNATURE PAGE – DPCU  
(complete only if applicable)**

**DISCRETELY PRESENTED COMPONENT UNIT**

DPCU*	
Date DPCU Governing Board Approved Audit Contract* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

**DPCU – PRE-AUDIT CERTIFICATE**

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).  
Not applicable to hospital contracts.

*This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.*

DPCU Finance Officer (typed or printed)*	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.

**PRINT**

Town of Garner  
Town Council Meeting  
Agenda Form

Meeting Date: March 31, 2020		
Subject: Capital Projects Status Update - Ending FY2020 3rd Quarter		
Location on Agenda: Reports		
Department: Engineering		
Contact: Chris Johnson, Town Engineer		
Presenter: Chris Johnson, Town Engineer		
Brief Summary: To provide status report/update on the Town's capital projects for the period ending FY2020, 3rd quarter.		
Recommended Motion and/or Requested Action: Receive as information.		
Detailed Notes: A copy of the FY20 (Q3) Capital Projects Status Report is attached for reference.		
Funding Source:		
Cost:	One Time: <input type="radio"/>	Annual: <input type="radio"/> No Cost: <input checked="" type="radio"/>
Manager's Comments and Recommendations:		
Attachments Yes: <input checked="" type="radio"/> No: <input type="radio"/>		
Agenda Form Reviewed by:	Initials:	Comments:
Department Head:	CJ	
Finance Director:		
Town Attorney:		
Town Manager:	RD	
Town Clerk:		





**Town of Garner  
Engineering Department**

**Capital Projects Status Report  
(for Period Ending FY20 - 3Q)**

Date: 3/31/20

Note: Items shown in red have been updated since the previous quarterly report.

PROJ. NO.	PROJECT NAME	FROM	TO	PROJECT DESCRIPTION	PROJECT LENGTH (MILES)	PERCENT COMPLETE	STUDY (S) / DESIGN CONST. (C)	PUBLIC MEETING DATES	RIGHT OF WAY ACQUISITION	ADVERTISE FOR BIDS	CONTRACT AWARD	CONTRACT COMPLETION	TOTAL PROJECT BUDGET	FUNDING SOURCE	CONSULTANT/CONTRACTOR	CONTACT
<b>CAPITAL STREET PROJECTS</b>																
1	NEW RAND ROAD IMPROVEMENTS	400 FEET SOUTH OF US 70	GARNER ROAD	PARTIAL WIDENING AT US 70 INTERSECTION AND INSTALLATION OF SIDEWALK ALONG WEST SIDE OF NEW RAND ROAD	0.16	1%	(C)	TBD	SPRING 2019	AUGUST 2019	SEPTEMBER 2019	APRIL 2021	\$4,500,000	2013 BOND	MOFFAT PIPE	CHRIS JOHNSON (919-773-4420)
2	GARNER ROAD SIDEWALKS	NEW RAND ROAD	SENIOR CENTER	INSTALL SIDEWALKS ALONG NORTH SIDE OF ROAD AND ADD PEDESTRIAN RAILROAD CROSSING	0.11	1%	(C)	TBD	SUMMER 2019	AUGUST 2019	SEPTEMBER 2019	APRIL 2021		CBG GRANT	MOFFAT PIPE	CHRIS JOHNSON (919-773-4420)
3	WHITE OAK ROUNDABOUT (TIP#U-6225)	BRYAN ROAD WHITE OAD ROAD HEBRON CHURCH ROAD	BATTLE FIELD DRIVE CLIFFORD ROAD BRYAN ROAD	CONVERT EXISTING INTERSECTION TO PARTIAL DUAL LANE ROUNDABOUT	0.36	65%	(D)	05/08/18 09/18/19	SUMMER 2020	SPRING 2021	SUMMER 2021	LATE 2021	\$870,000	DESIGN - TOG R/W & CONST - LAPP/TOWN SPLIT (75/25)	ARCADIS	CHRIS JOHNSON (919-773-4420)
4	LAKE DRIVE WIDENING	NC 50 (BENSON ROAD)	DULLIS CIRCLE	WIDEN LOCAL STREET WITH CURB AND GUTTER BOTH SIDES AND INSTALL SIDEWALK ALONG NORTH SIDE	0.13	65%	(D)	SPRING 2020	SPRING 2020	SUMMER 2020	SUMMER 2020	SPRING 2021	\$250,000	2013 BOND	ARCADIS	CHRIS JOHNSON (919-773-4420)
5	JONES SAUSAGE ROAD - NORTH	AMAZON SOUTHERN BOUNDARY	GARNER ROAD	WIDEN FROM 2 LANE TO 4 LANE DIVIDED SECTION WITH RAISED GRASS MEDIAN AND SIDEWALK ALONG BOTH SIDES	0.63	100%	(S)	11/25/19 12/04/19	TBD	TBD	TBD	TBD	\$5,000,000	S - BOND D&C - UNFUNDED	HDR ENGINEERING	GABY LONTOS-LAWLER (919-773-4454)
6	JONES SAUSAGE ROAD - SOUTH	GARNER ROAD	US 70	WIDEN FROM 2 LANE TO 4 LANE DIVIDED SECTION WITH RAISED GRASS MEDIAN AND SIDEWALK ALONG BOTH SIDES - GRADE SEPARATION	0.39	100%	(S)	11/25/19 12/04/19	TBD	TBD	TBD	TBD	\$26,500,000	S - BOND D&C - UNFUNDED	HDR ENGINEERING	GABY LONTOS-LAWLER (919-773-4454)
<b>CAPITAL SIDEWALK PROJECTS</b>																
7	SPRING DRIVE SIDEWALKS	VANDORA SPRINGS ROAD SPRING DRIVE	VANDORA SPRINGS ROAD 500 FEET SOUTH OF 7TH AVENUE	INSTALL SIDEWALK ALONG SOUTH/WEST SIDE OF SPRING DRIVE INSTALL SIDEWALK ALONG WEST SIDE OF VANDORA SPRINGS ROAD	0.72	65%	(C)	TBD	WINTER 2018	JULY 2019	SEPTEMBER 2019	JUNE 2020	\$1,175,000	2013 BOND	BROWE CONSTRUCTION	CHRIS JOHNSON (919-773-4420)
8	VANDORA SPRINGS ROAD IMPROVEMENTS	TIFFANY CIRCLE	TIMBER DRIVE	INSTALL SIDEWALK ALONG SOUTH SIDE OF TIMBER DRIVE	0.24	90%	(D)	TBD	SUMMER 2020	FALL 2020	LATE 2020	FALL 2021	\$1,326,000	2013 BOND	RAMEY KEMP & ASSOCIATES	CHRIS JOHNSON (919-773-4420)
9	TIMBER DRIVE CONNECTORS (TIP# C-5604RA)	BLANTON STREET HARTH DRIVE	STOWE PLACE 400 FT WEST OF CHAPWITH ROAD	INSTALL SIDEWALK ALONG SOUTH SIDE OF TIMBER DRIVE	0.69	1%	(C)	TBD	SUMMER 2019	FALL 2019	EARLY 2020	SEPTEMBER 2020	\$188,500	LAPP/TOWN SPLIT (80/20)	SANDHILLS CONTRACTORS	CHRIS JOHNSON (919-773-4420)
10	AVERSBORO ROAD HIGH VISIBILITY CROSSWALK AT YMCA	300 FT SOUTH OF INTERSECTION	300 FEET NORTH OF INTERSECTION	INSTALL HIGH VISIBILITY CROSSWALK WITH FLASHING SIGNAGE AT YMCA/OLD SCARBOROUGH INTERSECTION	0.10	100%	(D)	N/A	N/A	TO BE DETERMINED PENDING FUNDING			\$50,000	UNFUNDED	TOWN OF GARNER ENGINEERING	CHRIS JOHNSON (919-773-4420)
11	BUFFALOE ROAD GREENWAY CROSSING	WHITE DEER PARK		INSTALL ADDITIONAL PAVEMENT MARKINGS, AND SIGNAGE	0.10	10%	(D)	N/A	N/A	TO BE DETERMINED PENDING FUNDING			\$10,000	UNFUNDED	TOWN OF GARNER ENGINEERING	CHRIS JOHNSON (919-773-4420)
12	TIMBER DRIVE GREENWAY CROSSING	BUCKINGHAM ROAD		RELOCATE EXISTING PEDESTRIAN CROSSING TO 500' WEST OF BUCKINGHAM ROAD INTERSECTION TO PROVIDE MEDIAN PEDESTRIAN REFUGE	0.10	10%	(D)	N/A	N/A	TO BE DETERMINED PENDING FUNDING			\$20,000	UNFUNDED	TOWN OF GARNER ENGINEERING	CHRIS JOHNSON (919-773-4420)
13	GARNER ROAD	VANDORA WEST SUBDIVISION	WESTON ROAD	INSTALL SIDEWALK ALONG NORTH SIDE OF GARNER ROAD	0.17	0%	(D)	TO BE DETERMINED					TBD	UNFUNDED	TBD	TBD
14	AVERSBORO ROAD	YMCA ENTRANCE	SUMMERS WALK SUBDIVISION	INSTALL SIDEWALK ALONG WEST SIDE OF AVERSBORO ROAD. INSTALL PEDESTRIAN CROSSING AT OLD SCARBOROUGH ROAD INTERSECTION WITH FLASHING LEDS AND ADVANCED SIGNAGE	0.03	0%	(D)	TO BE DETERMINED					TBD	UNFUNDED	TBD	TBD
15	BRYAN ROAD	WCSS SITE	ACKERMAN ROAD	INSTALL SIDEWALK ALONG EAST SIDE OF BRYAN ROAD	0.07	0%	(D)	TO BE DETERMINED					TBD	UNFUNDED	TBD	TBD
<b>CAPITAL FACILITY PROJECTS</b>																
16	GARNER RECREATION CENTER	N/A	N/A	INSTALLATION OF PARKS AND RECREATION FACILITY, INCLUDING PARKING LOT, MULTI-USE PLAYFIELD, AND LANDSCAPING/LIGHTING	N/A	99%	(C)	N/A	N/A	WINTER 2016	SUMMER 2016	SPRING 2020	\$10,600,000	2013 BOND	PRO CONSTRUCTION	CHRIS JOHNSON (919-773-4420)
17	DOWNTOWN ENHANCEMENTS / RAND MILL ROAD AND MAIN STREET STREETScape	EAST MAIN STREET	N/A	INSTALLATION OF CURB AND GUTTER ALONG RAND MILL ROAD WITH SIDEWALK WEST SIDE, INTERSECTION AND STREETScape IMPROVEMENTS AT EAST MAIN STREET	0.10	90%	(D)	N/A	N/A	PROJECT PLACED ON HOLD PENDING FUNDING			UNFUNDED	KIMLEY HORN AND ASSOCIATES	CHRIS JOHNSON (919-773-4420)	
18	GARNER POLICE DEPARTMENT MAINTENANCE (FRONT STEPS AND BIORETENTION)	N/A	N/A	REMOVE/REPLACE COATING ON FRONT STEPS AND CRACK REPAIRS, REMOVE/REPLACE FILTER MEDIA IN BIORETENTION AREAS	N/A	15%	(D)	N/A	N/A	TO BE DETERMINED PENDING FUNDING			\$60,000	UNFUNDED	TOWN OF GARNER ENGINEERING	LEAH HARRISON (919-773-4423)
19	US 401 LIGHTING	SOUTH OF OLD STAGE ROAD	SOUTH OF MECHANICAL BOULEVARD	INSTALLATION OF FIBERGLASS POLES WITH LED LIGHTS ALONG BOTH SIDES OF THE ROADWAY	0.60	25%	(D)	N/A	N/A	N/A	N/A	TBD	TBD	GENERAL FUNDING	DUKE ENERGY	CHRIS JOHNSON (919-773-4420)
20	HIGHWAY 70 LIGHTING	YEARGAN ROAD	I-40	INSTALLATION OF FIBERGLASS POLES WITH LED LIGHTS ALONG BOTH SIDES OF THE ROADWAY	3.13	25%	(D)	N/A	N/A	N/A	N/A	TBD	TBD	GENERAL FUNDING	DUKE ENERGY	CHRIS JOHNSON (919-773-4420)
<b>TOWN MAINTENANCE PROJECTS</b>																
21	2019 STORMWATER PROJECTS	N/A	N/A	STORMWATER IMPROVEMENTS (JUNCTION BLVD, BUCK BRANCH CREEK, MEADOWBROOK/CASON, AND STAUNTON MEADOWS)	N/A	70%	(D)	TO BE DETERMINED FOR EACH PROJECT BASED ON FUNDING					\$1,240,000	PARTIALLY UNFUNDED	MCADAMS	LEAH HARRISON (919-773-4423)
21A	MEADOWBROOK ST/CASON ST	N/A	N/A	MAINTENANCE/REPAIRS TO STORM SYSTEM AT INTERSECTION		90%							\$15,000	GENERAL FUND		
21B	STAUNTON MEADOWS	TARPLEY WAY	CHAPWITH RD	MAINTENANCE/REPAIRS TO STORM SYSTEM		90%							\$65,000	GENERAL FUND		
21C	JUNCTION BLVD	N/A	N/A	CULVERT SLIP LINE, INSTALLATION OF HEADWALLS, OUTLET STABILIZATION		75%							\$510,000	UNFUNDED		
21D	BUCK BRANCH CREEK	FOREST RIDGE RD	WODDLAND RD	FLOOD STUDY ALONG BUCK BRANCH AT FOREST RIDGE RD, SPRING DR, AND WOODLAND RD CULVERTS		25%							\$650,000	UNFUNDED		





**Town of Garner  
Engineering Department**

**Capital Projects Status Report  
(for Period Ending FY20 - 3Q)**

Date: 3/31/20

Note: Items shown in red have been updated since the previous quarterly report.

PROJ. NO.	PROJECT NAME	FROM	TO	PROJECT DESCRIPTION	PROJECT LENGTH (MILES)	PERCENT COMPLETE	STUDY (S) / DESIGN CONST. (C)	PUBLIC MEETING DATES	RIGHT OF WAY ACQUISITION	ADVERTISE FOR BIDS	CONTRACT AWARD	CONTRACT COMPLETION	TOTAL PROJECT BUDGET	FUNDING SOURCE	CONSULTANT/CONTRACTOR	CONTACT
22	2020 RESURFACING CONTRACT	VARIOUS	VARIOUS	ANNUAL RESURFACING CONTRACT	3.09	0%	(C)	N/A	N/A	JANUARY 2020	SPRING 2020	FALL 2020	\$804,000	GENERAL FUND	DANIELS INC. OF GARNER	CHRIS JOHNSON (919-773-4420)
22A	MCCORMICK STREET	US 70	MECHANICAL BOULEVARD	MILL AND OVERLAY 1.5"	0.15	0%										
22B	LOOP ROAD	US 70	MECHANICAL BOULEVARD	MILL AND OVERLAY 1.5"	0.26	0%										
22C	SEASTONE STREET	OLD STAGE ROAD	WEST OF RIVER PEARL	MILL AND OVERLAY 1.5"	0.44	0%										
22D	COMPETITION ROAD	SEASTONE STREET	S45 COMPETITION	MILL AND OVERLAY 1.25"	0.51	0%										
22E	FOLEY ROAD	NC 50	STAPLETON	MILL AND OVERLAY 1.25"	0.34	0%										
22F	FOXWOOD DRIVE	SPRINGVIEW TRAIL	BUCK BRANCH ROAD	MILL AND OVERLAY 1.25"	0.33	0%										
22G	STOCKETT COURT	POOLE DRIVE	CIRCLE	MILL AND OVERLAY 1.25"	0.07	0%										
22H	KIMBERWOOD COURT	WESTWOOD	CUL-DE-SAC	MILL AND OVERLAY 1.25"	0.07	0%										
22I	STEELWOOD COURT	FOLEY ROAD	CUL-DE-SAC	MILL AND OVERLAY 1.25"	0.02	0%										
22J	FALKIRK PLACE	CRAVENRIDGE PLACE	CUL-DE-SAC	MILL AND OVERLAY 1.25"	0.09	0%										
22K	BRUCEMONT DRIVE	THISTLE COURT	CLAYMORE DRIVE	MILL AND OVERLAY 1.25"	0.28	0%										
22L	EMORY STREET	MAIN STREET	JONES STREET	OVERLAY 1.25"	0.08	0%										
22M	SADDLE RIDGE COURT	FOREST LANDING DRIVE	CUL-DE-SAC	MILL AND OVERLAY 1.25"	0.11	0%										
22N	GLENN BRYAN COURT	VILLA DRIVE	CUL-DE-SAC	MILL AND OVERLAY 1.25"	0.04	0%										
22O	LEOTA DRIVE	WINTERLOCHEN ROAD	VESTA DRIVE	MILL AND OVERLAY 1.25"	0.14	0%										
22P	ROXANNE DRIVE	FORESTDALE ROAD	GREENBRIAR ROAD	MILL AND OVERLAY 1.25"	0.13	0%										
22Q	TOPLAF COURT	OAKWATER DRIVE	CUL-DE-SAC	MILL AND OVERLAY 1.25"	0.03	0%										
<b>NCDOT STIP PROJECTS</b>																
23	I-40 WIDENING (U-5111)	I-440	NC 42	WIDEN FROM 6 LANE TO 10 LANE FREEWAY WITH INTERCHANGE IMPROVEMENTS AT JONES SAUSAGE ROAD AND US 70	12.00	25%	DESIGN-BUILD	JUNE 2014 OCTOBER 2017	2019/2020	SUMMER 2018	APRIL 2019	LATE 2022		NCDOT	ST WOOTEN CORPORATION	JEREMY WARREN (919-707-7370)
24	NC-540 (R-2721A)	NC 55	EAST OF PIERCE OLIVE ROAD	6 LANE FREEWAY ON NEW LOCATION	4.36	18%	DESIGN-BUILD	TBD	2019/2020	2018	APRIL 2019	2023		NCDOT	BLYTHE-LANE, WSP, & LOCHNER	DENNIS JERNIGAN (919-707-2705)
25	NC-540 (R-2721B)	EAST OF PIERCE OLIVE ROAD	US 401	6 LANE FREEWAY ON NEW LOCATION	4.92	18%	DESIGN-BUILD	TBD	2019/2020	2018	FEBRUARY 2019	2023		NCDOT	FLATIRON-BRACH & HDR	DENNIS JERNIGAN (919-707-2705)
26	NC-540 (R-2828)	US 401	I-40	6 LANE FREEWAY ON NEW LOCATION	8.62	18%	DESIGN-BUILD	TBD	2019/2020	2018	NOVEMBER 2018	2023		NCDOT	BLYTHE-LANE	DENNIS JERNIGAN (919-707-2705)
27	NC-540 (R-2829)	I-40	US 64	6 LANE FREEWAY ON NEW LOCATION	10.80	0%	DESIGN-BUILD	TBD	PROJECT SUSPENDED BY NCDOT (ROW IN FY29, CONST IN FY29)				NCDOT	TBD	DENNIS JERNIGAN (919-707-2705)	
28	JONES SAUSAGE ROAD (U-6099)	EAST GARNER ROAD	I-40	WIDEN TO 4 LANE DIVIDED WITH SIDEWALK ON BOTH SIDES	1.00	15%	(C)	N/A	EARLY 2019	JULY 2019	NOVEMBER 2019	2020	\$600,000	NCDOT	ST WOOTEN CORPORATION	BEN UPSHAW (919-220-4600)
29	US 401 WIDENING (U-5302)	SOUTH OF OLD STAGE ROAD	SOUTH OF MECHANICAL BOULEVARD	WIDEN FROM 4 LANE TO 6 LANE DIVIDED SECTION WITH RAISED GRASS MEDIAN AND SIDEWALK ALONG BOTH SIDES	1.15	99%	(D)	08/16/18	SUMMER 2019	FEBRUARY 2020	APRIL 2020	2022		NCDOT	AECOM	BEN UPSHAW (919-220-4600)
30	US 70/NC 50 BRIDGE REPLACEMENT (B-4654)	WEST OF CIRCLE DRIVE	MAIN STREET	REPLACE BRIDGE WITH BETTERMENTS (LIGHTING, RAIL, MEDALLIONS), AND SIDEWALKS BOTH SIDES, RAMP MODIFICATIONS WITH NEW SIGNALS	0.41	100%	(D)	02/15/18	DESIGN AND ROW COMPLETE, BUT LETTING POSTPONED TO JAN 2021			\$300,000	NCDOT/TOG BETTERMENT COSTS	AECOM	TIERRE PETERSON (919-707-6488)	
31	US 70/TIMBER DRIVE/HAMMOND RD (U-5744)	MECHANICAL BOULEVARD	TIMBER CROSSING MAIN ENTRANCE	CONVERSION OF US 70/TIMBER DRIVE INTERSECTION TO A CONTINUOUS FLOW INTERSECTION	1.10	25%	(D)	03/27/18	PROJECT SUSPENDED BY NCDOT (ROW IN FY23, CONST IN FY24)				NCDOT	HDR ENGINEERING	BEN UPSHAW (919-220-4600)	
32	US 401 WIDENING (U-5746)	TEN TEN ROAD (SR 1010)	WAKE TECHNICAL COMMUNITY COLLEGE	WIDEN FROM 4 LANE TO 6 LANE DIVIDED SECTION WITH RAISED GRASS MEDIAN AND SIDEWALK ALONG BOTH SIDES	0.83	75%	(D)	TBD	EARLY 2020	MAY 2020	JUNE 2020	2021		NCDOT	HDR ENGINEERING	BRETT LACKEY (919-424-4535)
33	NEW BETHEL CHURCH ROAD BRIDGE REPLACEMENT (B-5237)	N/A	N/A	REPLACE BRIDGE OVER MAHLER'S CREEK	N/A	0%	(C)	N/A	SUMMER 2019	JUNE 2018	JULY 2018	SPRING 2021		NCDOT	DANE CONSTRUCTION	JEREMY WARREN (919-707-7370)
34	RAYNOR ROAD (SR 2555) BRIDGE REPLACEMENT (B-5326)	N/A	N/A	REPLACE BRIDGE OVER WHITE OAK CREEK	0.29	100%	(D)	N/A	DESIGN AND ROW COMPLETE, BUT LETTING POSTPONED TO FEB 2021				NCDOT	WSP (ROADWAY), NCDOT (BRIDGE)	TIERRE PETERSON (919-707-6488)	
35	US 70/VANDORA SPRINGS BRIDGE REPLACEMENT (B-5681)	N/A	N/A	REPLACE BRIDGE OVER US 70	N/A	0%	(D)	N/A	PROJECT SUSPENDED BY NCDOT (ROW IN FY26, CONST IN FY28)				NCDOT	DEWBERRY (ROADWAY), TBD (BRIDGE)	TIERRE PETERSON (919-707-6488)	
36	VANDORA SPRINGS/NC RAILROAD GRADE SEPARATION (P-5738)	N/A	N/A	CONSTRUCT GRADE SEPARATION AND CLOSE CROSSING	N/A	0%	(D)	N/A	PROJECT SUSPENDED BY NCDOT (LETTING RESCHEDULED APRIL 2022)				NCDOT	TBD	MATTHEW SIMMONS (919-707-4117)	
37	US 401 WIDENING (U-6112)	TEN TEN ROAD INTERSECTION		CONVERT EXISTING SIGNALIZED INTERSECTION TO SQUARE-LOOP INTERCHANGE	N/A	0%	(D)	N/A	PROJECT SUSPENDED BY NCDOT (ROW IN FY25, CONST IN FY29)				NCDOT	TBD	TBD	
38	US 401 WIDENING (U-6116)	SIMPKINS ROAD	MECHANICAL BOULEVARD	WIDEN FROM 4 LANE TO 6 LANE DIVIDED SECTION WITH RAISED GRASS MEDIAN AND SIDEWALK ALONG BOTH SIDES	2.00	0%	(D)	TBD	PROJECT SUSPENDED BY NCDOT (ROW IN FY29)				NCDOT	MEAD & HUNT	BEN UPSHAW (919-220-4600)	
<b>NCDOT RESURFACING PROJECTS</b>																
39	WOODLAND ROAD	TIMBER DRIVE	VANDORA SPRINGS ROAD	1.5" ASPHALT OVERLAY	0.65	0%	(C)	N/A	N/A	EARLY 2019	EARLY 2019	SPRING 2020		NCDOT	FRED SMITH COMPANY	NCDOT (919-707-7370)
40	MECHANICAL BOULEVARD/ OLD MECHANICAL COURT	US 70	EAST OF MCCORMICK STREET	MILL 1.5" AND INSTALL 2" ASPHALT OVERLAY	0.38	0%	(C)	N/A	N/A	EARLY 2020	EARLY 2020	LATE 2020		NCDOT	FRED SMITH COMPANY	NCDOT (919-707-7370)
41	GREENFIELD PARKWAY	NORTH OF WATERFIELD RIDGE PLACE	JUST NORTH OF US 70W ON RAMP	MILL 1.5" AND INSTALL 1.5" ASPHALT OVERLAY	0.28	0%	(C)	N/A	N/A	EARLY 2020	SPRING 2020	2021		NCDOT	TBD	NCDOT MAINTENANCE UNIT
42	NOTTINGHAM FOREST SUBDIVISION	FERN FOREST DRIVE, ASHWOOD DRIVE, SHADYWOOD LANE, CEDARBROOK CT, CANDLELIGHT OAKS LANE		1" ASPHALT OVERLAY	2.97	0%	(C)	N/A	N/A	EARLY 2020	SPRING 2020	2021		NCDOT	TBD	NCDOT MAINTENANCE UNIT
43	STAGECREST SUBDIVISION	STAGECREST DRIVE		1" ASPHALT OVERLAY	1.00	0%	(C)	N/A	N/A	EARLY 2020	SPRING 2020	2021		NCDOT	TBD	NCDOT MAINTENANCE UNIT

\$53,493,500