



Mayor

Andy Moore

Mayor Pro-Tem

Emery Ashley

Council Members

Marlon Lee

J. Perry Harris

Travis Scott

Roger A. Wood

John A. Dunn

Stephen Rabil

Town Attorney

Robert Spence, Jr.

Town Manager

Michael L. Scott

Finance Director

Greg Siler

Town Clerk

Shannan Williams

Town Council

Agenda

Packet

Meeting Date: Tuesday, June 6, 2017

Meeting Time: 7:00 p.m.

Meeting Place: Town Hall Council Chambers

350 East Market Street

Smithfield, NC 27577



**TOWN OF SMITHFIELD
TOWN COUNCIL AGENDA
REGULAR MEETING JUNE 6, 2017
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

Page

Presentations

- 1. Administering Oath of Office to Newly Promoted Lieutenant – Nathan Memmelaar**
(Mayor – M. Andy Moore) See attached information.....1
- 2. Administering Oath of Office to Newly Promoted Sergeant – Jordan Jeffery**
(Mayor – M. Andy Moore) See attached information.....3
- 3. Proclamation – Honoring Planning Director Paul C. Embler, Jr.’s Service to the Town of Smithfield**
(Mayor – M. Andy Moore) See attached information.....5

Public Hearings

- 1. Rezoning Request – RZ – 17-01 E&F Properties, Inc.** The applicant is requesting to rezone approximately 54.95 acres of land from the R-20A (Residential-Agricultural) to the B-3 (Business) zoning district. The property considered for approval is located on the north side of Booker Dairy Road approximately 200 feet east of its intersection with Bradford Street. The property is further identified as Johnston County Tax ID# 14057004D.
(Planning Director – Paul Embler) See attached information.....7

- 2. FY 2017-2018 Budget:** In accordance with NCGS 159 -12 (b), *Before adopting the budget ordinance, the board shall hold a public hearing at which time any persons who wish to be heard on the budget may appear.*
(Town Manager – Michael Scott & Finance Director – Greg Siler).....35
See attached information

Citizens Comments

Consent Agenda Items

- 1. Approval of Minutes:** April 26, 2017 – Special Session: FY 17-18 Budget
May 2, 2017 – Regular Meeting
May 2, 2017 – Closed Session (Under Separate Cover)
May 10, 2017 – Special Session: FY 17-18 Budget
May 15, 2017 – Special Session: FY 17-18 Budget
May 22, 2017 – Special Session: FY 17-18 Budget.....37
- 2. Consideration and Approval for a “Slow Children at Play” sign on Pine Street**
(Chief of Police – R. Keith Powell) See attached information.....61
- 3. Career Ladder Promotion Police Department:** The Police Department is requesting approval to promote a Police Officer I to the rank of Police Officer II.
(Chief of Police – R. Keith Powell) See attached information.....63
- 4. Advisory Board Appointment**
- a) Ashley Spain has submitted an application for consideration to be appointed to a third on the Planning Board as an ETJ member.
(Town Clerk – Shannan Williams) See attached information.....73
- 5. New Hire Report**
(Human Resources Director/ PIO – Tim Kerigan) See attached information.....77

Business Items

- 1. Consideration and Approval to enter into an agreement with ETC Institute to conduct a Community Survey**
(Intern – Steven Walker) See attached information.....79
- 2. Consideration and Approval to allow staff to work with CSX railroad and a local developer/land owner to evaluate the feasibility of creating a quiet zone across the Peedin Road railway crossing**
(Town Manager – Michael Scott) See attached information.....81
- 3. Discussion concerning the NCDOT’s offer to purchase Ava Gardner Blvd Right of Way.**
(Town Manager – Michael Scott) See attached information.....83

4. Consideration and Approval to install a Four Way Stop Sign on Whitley Drive and McCullers Street.
(Chief of Police – R. Keith Powell) See attached information.....161

5. Consideration and Approval for the Revised Garbage Truck Funding Source and Budget Amendment
(Finance Director – Greg Siler) See attached information.....163

6. Consideration and Approval of FY 2016-2017 year End Budget Amendments
(Finance Director – Greg Siler) See attached information.....165

Councilmember’s Comments

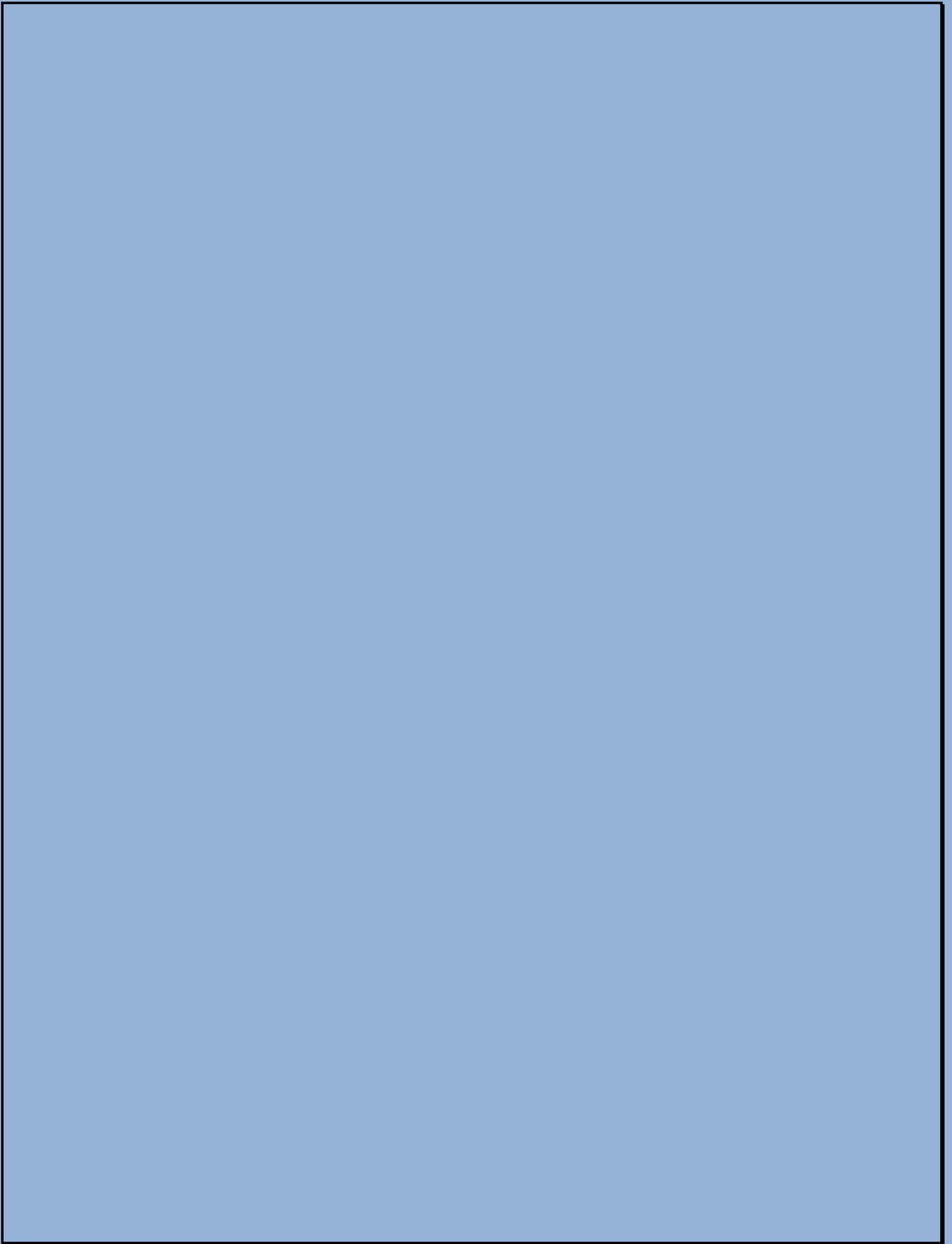
Town Manager’s Report

- Financial Report (See attached information).....173
- Department Reports (See attached information).....177
- Manager’s Report (Will be provided at the meeting)

Closed Session Pursuant the NCGS 143-318.11 (a) (3) to consult the Town Attorney on a matter

Adjourn

Presentations





Request for City Council Action

Presentations **Police
Promotion**
Date: 06/06/2017

Subject: Promotion
Department: Police Department
Presented by: Chief R.K. Powell
Presentation: Presentations

Issue Statement

The Police Department has recently promoted Nathan Memmelaar to the position of Lieutenant. Lieutenant Memmelaar will be assigned to D Squad as the team commander. Lieutenant Memmelaar has been a member of the Smithfield Police Department for 11 years. He has held the ranks of Patrol Officer, Sergeant and a member of the department's Interdiction Team.

Financial Impact

Lieutenant Memmelaar will receive a 5% increase in pay due to the promotion. The pay increase will be covered by the current budget.

Action Needed

It is requested that Lieutenant Memmelaar be awarded his Lieutenant's badge and have his badge pinned on his chest by a significant person in his life. Following this the council will have an opportunity to congratulate Lieutenant Memmelaar on his promotion.

Recommendation

Administer Oath of Office to Lt. Memmelaar
Approved: City Manager City Attorney

Attachments: Oath of Office

**OATH OF OFFICE
SMITHFIELD POLICE DEPARTMENT**

"I, Nathan Memmelaar, the undersigned, do solemnly swear or affirm that I will support the Constitution of the United States; that I will faithfully and bear true allegiance to the State of North Carolina and to the Constitutional powers and authorities which are, or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States; that I will be alert and vigilant to enforce the criminal laws of this state; that I will not be influenced in any manner on account of personal bias or prejudice; and that I will faithfully and impartially execute the duties of my office as a Lieutenant of the Smithfield Police Department according to the best of my skill, abilities and judgment, so help me **God.**"

Signature

Date

Sworn to and subscribed before me this the _____ day of _____,
_____.

Judge/Clerk

Commission Expires



Request for City Council Action

Presentation **Police
Promotion**
Date: 06/06/2017

Subject: Promotion
Department: Police Department
Presented by: Chief R.K. Powell
Presentation: Presentation

Issue Statement

The Police Department has recently promoted Jordan Jeffery to the position of Sergeant. Sergeant Jeffery will be assigned to A Squad as the team commander. Sergeant Jeffery has been a member of the Smithfield Police Department for 6 years. He has held the ranks of Patrol Officer, School Resource Officer and has been a Field Training Officer.

Financial Impact

Sergeant Jeffery will receive a 5% increase in pay due to the promotion. The pay increase will be covered by the current budget.

Action Needed

Administer Oath of Office to Sgt. Jeffery

Recommendation

Administer Oath of Office to Sgt. Jeffery

Approved: City Manager City Attorney

Attachments: Oath of Office

**OATH OF OFFICE
SMITHFIELD POLICE DEPARTMENT**

"I, Jordan Jeffery, the undersigned, do solemnly swear or affirm that I will support the Constitution of the United States; that I will faithfully and bear true allegiance to the State of North Carolina and to the Constitutional powers and authorities which are, or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States; that I will be alert and vigilant to enforce the criminal laws of this state; that I will not be influenced in any manner on account of personal bias or prejudice; and that I will faithfully and impartially execute the duties of my office as a Sergeant for the Smithfield Police Department according to the best of my skill, abilities and judgment, so help me **God.**"

Signature

Date

Sworn to and subscribed before me this the _____ day of _____,
_____.

Judge/Clerk

Commission Expires

PROCLAMATION

In Honor of Paul C. Embler, Jr.'s Service to the Town of Smithfield

WHEREAS, Paul Embler has been a dedicated employee since May 12, 2003 and has announced that he will retire on July 1, 2017; and

WHEREAS, Paul Embler has served the Town of Smithfield as the Planning Director for fourteen years; and

WHEREAS, during Paul Embler's tenure with the Town of Smithfield, his professional involvement and accomplishments include: the Buffalo Creek Greenway Project, the Neuse Charter School Project, the Community Park Project, the development and update of the Unified Development Ordinance, along with numerous other projects; and

WHEREAS, Paul Embler's goal as the Planning Director was always to improve the quality of life for the citizens of Smithfield and he has demonstrated in many ways his deep and genuine love for the community; and

WHEREAS, Paul Embler has earned and deserves this public recognition for his years of service and dedication to the Town of Smithfield; and

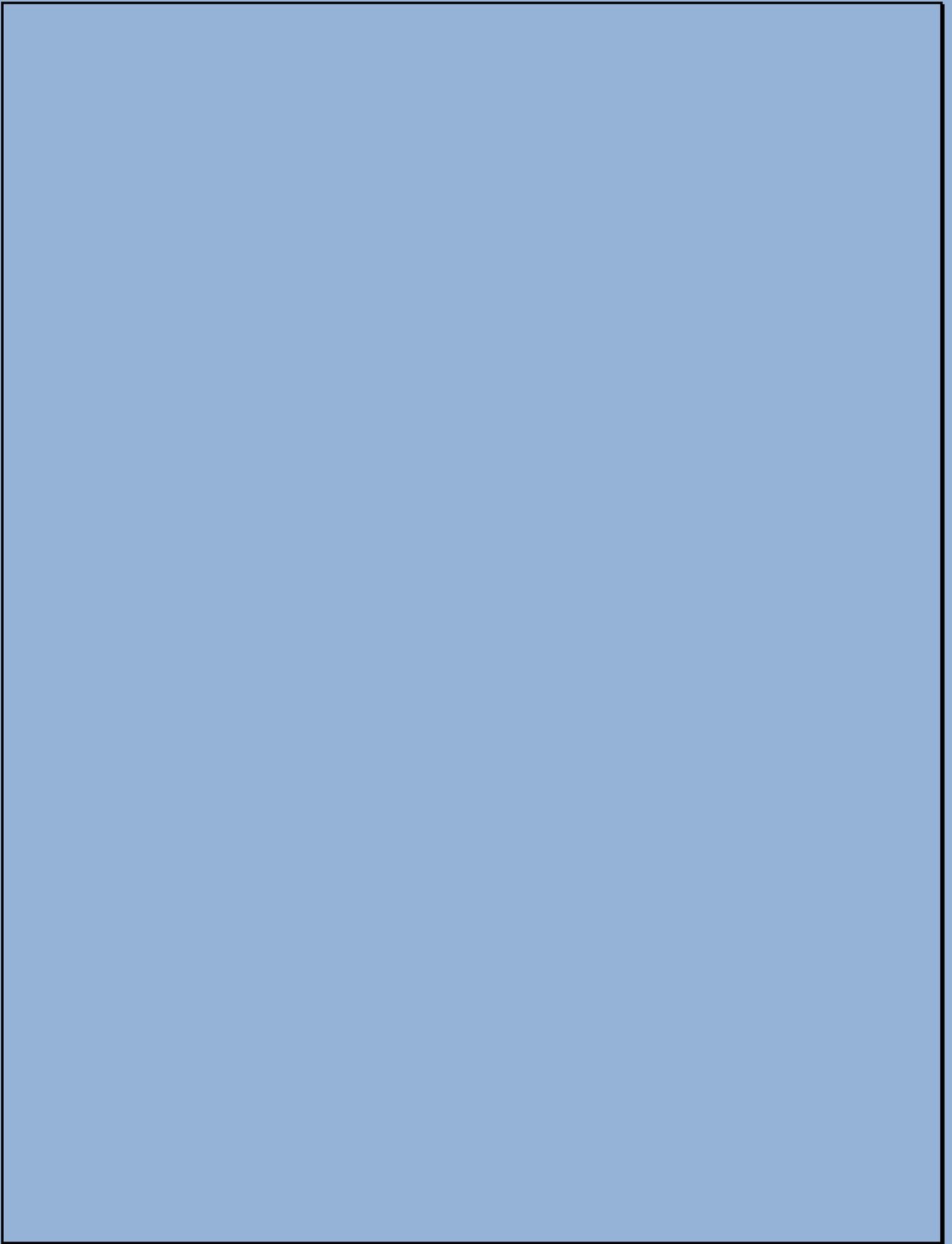
WHEREAS, Paul Embler will be missed both professionally and as a friend, and we extend our very best wishes to him for a long and prosperous retirement .

NOW, THEREFORE, I, M. Andy Moore, Mayor of the Town of Smithfield along with the members of the Town Council, express our sincere appreciation to Paul Embler for his distinguished service to the Town of Smithfield, and urge our citizens to join with us as we extend our sincere appreciation for his work, and wish him well in his future endeavors.



M. Andy Moore, Mayor

Public Hearings





Town of Smithfield
Planning Department
350 East Market Street
P.O. Box 761
Smithfield, NC 27577
Phone: 919-934-2116
Fax: 919-934-1134

STAFF REPORT

Application Number: RZ-17-01
Project Name: E&F Properties LLC
TAX ID number: 47533009
Town Limits / ETJ: ETJ
Applicant: Adams & Hodge Engineering, PC
Owners: Olivia Holding
Agents: none
Neighborhood Meeting: none

PROJECT LOCATION: The land is located north side of Booker Dairy Road approximately 200 feet east of its intersection with Bradford Street. The property is further identified as Johnston County Tax ID# 14057004D

REQUEST: The applicant is requesting to rezone approximately 54.95 acres of land from the R-20A (Residential-Agricultural) to the B-3 (Business) zoning district.

SITE DATA:

Acreage: 54.95 acres
Present Zoning: R-20A (Residential-Agricultural),
Proposed Zoning: B-3 (Business)
Existing Use: Undeveloped land / Agriculture
Proposed Use: n/a

ENVIRONMENTAL: The property considered for a rezoning does not appear to contain any environmentally sensitive areas to include designated wetlands or regulated streams.

ADJACENT ZONING AND LAND USES:

North: Zoning: R-20A
Existing Use: Residential and Agriculture

South: Zoning: B-3, R-10, R-20A
Existing Use: Residential and vacant land

East: Zoning: B-3

Existing Use: undeveloped / vacant

West: Zoning: R-10
Existing Use: Residential subdivision

STAFF ANALYSIS AND COMMENTARY:

The property considered for rezoning is a large area of undeveloped land currently being used for agricultural purposes. The property is adjacent to North Chase subdivision to the west and North View Subdivision to the south. The southern-most portion of the property is adjacent to Booker Dairy Road and will have road frontage and access to the proposed Durwood Stephenson Highway extension. Utilities to include water, sewer and electric will be available at or near the site considered for rezoning.

Property to east of the subject property was approved for rezoning from residential to commercial by the Smithfield Town Council on March 13, 2015. Including this 55 acre rezoning request, the total combined area zoned for commercial and high density residential land uses in this area will equal approximately 300 acres. The Town of Smithfield Future Land Use Plan fails to address changes in this area that have occurred since the plan adoption. The recent influx of rezoning requests appear to be in response to NCDOT improvements to Booker Dairy Road and the Durwood Stephenson Highway extension and not in response to any adopted small area plan for this area.

- **Consistency with the Strategic Growth Plan**

The Future Land Use Plan has identified this property as being suitable for low density residential land uses. However, anticipated commercial development due to the Durwood Stephenson Highway extension is not identified on the plan and it is reasonable to assume that upon its construction this land will be attractive to commercial and high density residential developments.

- **Consistency with the Unified Development Code**

The rezoning will be consistent with the Town of Smithfield Unified Development Ordinance provided that all proposed future land uses and site specific development plans meet the minimum development standards of the Town of Smithfield Unified Development Ordinance.

- **Compatibility with Surrounding Land Uses**

The property considered for rezoning is immediately adjacent to two single family dwelling subdivisions. Compatibility issues can be reduced through proper landscape buffers and careful planning of interconnecting access points.

OTHER:

FIRE PROTECTION: The Town of Smithfield Fire Department will provide fire protection.

SCHOOL IMPACTS: NA

PARKS AND RECREATION: NA

ACCESS/STREETS: Access from proposed Durwood Stephenson Highway

WATER/SEWER PROVIDER: Town of Smithfield

ELECTRIC PROVIDER: Town of Smithfield

FINDINGS:

In connection with a legislative decision for a rezoning request, the Town council may consider certain approval criteria. Please refer to attached "Approval Criteria". Planning Staff generally accepts these findings as fact as part of a complete application submitted by the petitioner.

Planning Department Recommendations: The Planning Department recommends approval of the request to rezone approximately 54.95 acres of land from the R-20A (Residential-Agricultural) zoning district to the B-3 (Business) zoning district.

Planning Board Recommendations: The Planning Board recommends approval of the request to rezone approximately 54.95 acres of land from the R-20A (Residential-Agricultural) zoning district to the B-3 (Business) zoning district.

Town Council Action Requested: The Town Council is requested to review the petition and make a decision in accordance with the approval criteria for a rezoning of a 54.95 acres tract of land from the R-20A (Residential-Agricultural) zoning district to the B-3 (Business) zoning district.

April 3, 2017

Paul Embler
Planning Director
Town of Smithfield
PO Box 761
Smithfield, NC 27577

Subject: E&F Properties – Booker Dairy Rd
Rezoning Application and Fee

Dear Mr. Embler,

Please find enclosed the rezoning application and the \$300 application fee.

If you have any questions or comments, please give me a call at 919-369-1938 or email to andrew@adamsandhodge.com.

Sincerely,



Andrew W Hodge, PE



Town of Smithfield
Planning Department
350 E. Market St Smithfield, NC 27577
P.O. Box 761, Smithfield, NC 27577
Phone: 919-934-2116
Fax: 919-934-1134

REZONING APPLICATION

Pursuant to Article 4, Section 4-1 of the Unified Development Ordinance, proposed amendments may be initiated by the Town Council, Planning Board, Board of Adjustment, members of the public, or by one or more interested parties. Rezoning applications must be accompanied by nine (9) sets of the application, nine (9) sets of required plans, an Owner's Consent Form (attached) and the application fee. The application fee is \$300.00 for a rezoning to a Standard District.

Name of Project: E&F Properties-Booker Dairy Road Acreage of Property: +/-54.88 AC
Parcel ID Number: 260406-39-5534 Tax ID: 4753009
Deed Book: 04377 Deed Page(s): 0880
Address: Booker Dairy Road (Specific Address Unavailable)
Location: On the north side of Booker Dairy Road just east of Bradford Street and just west of Camelia Drive
Existing Use: Vacant Proposed Use: To Be Determined
Existing Zoning District: R-20A
Requested Zoning District: B-3
Is project within a Planned Development: Yes No
Planned Development District (if applicable): _____
Is project within an Overlay District: Yes No
Overlay District (if applicable): _____

FOR OFFICE USE ONLY

| | | |
|--------------------|----------------------|--------------------|
| File Number: _____ | Date Received: _____ | Amount Paid: _____ |
|--------------------|----------------------|--------------------|

REQUIRED FINDINGS OF FACT

Article 13, Section 13-17 of the Town of Smithfield Unified Development Ordinance requires applications for zoning map amendment to address the following findings. The burden of proof is on the applicant and failure to adequately address the findings may result in denial of the application. Please attach additional pages if necessary.

- 1. *The zoning petition is in compliance with all applicable plans and policies of the Town of Smithfield:*

The petition for the subject property will maintain compliance with any and all applicable plans and policies of theTown of Smithfield.

- 2. *The zoning petition is compatible with established neighborhood patterns of the surrounding area:*

The subject property is in an area that share a diverse variety of zonings. Residential, Office & Institutional and Business all make up the neighborhood pattern surrounding this property.

- 3. *The rezoning petition is compatible with the changing neighborhood conditions that might warrant a rezoning:*

The subject property abuts property adjacent to the Hwy 70 corridor that is already zoned as B-3 and is located in an area that is seeing neighborhood conditions that are evolving from residential uses to business and commercial uses.

- 4. *The rezoning request is in the community interest:*

This zoning request reflects the growing trend of having a mix of residential, retail, commercial and office/institutional uses intermingled to create areas of mixed use allowing the public to have immediate access to a variety of services which is in the community's interest.

- 5. *The request does not constitute "Spot Zoning":*

The subject property abuts property that is already zoned B-3 and many tracts of land in the immediate area are zoned B-3.

6. *Present regulations deny or restrict the economic use of the property:*

There are no present regulations that deny or restrict the economic use of the property

7. *The availability of public services allows consideration of this rezoning request:*

The subject property easily has access to a variety of public services that allows consideration of this rezoning request

8. *Physical characteristics of the site prohibit development under present regulations:*

The location of the subject property is in very close proximity to the Hwy 70 and Hwy 301 corridors whose properties are already zoned B-3. This physical characteristic of "location" prohibits the site from development under it's current residential zoning classification and lends itself to development under the proposed B-3 rezoning request.

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town Council of the Town of Smithfield to approve the subject zoning map amendment. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

Olivia Holding

Print Name



Signature of Applicant

4/1/17

Date



Town of Smithfield
 Planning Department
 350 E. Market St Smithfield, NC 27577
 P.O. Box 761, Smithfield, NC 27577
 Phone: 919-934-2116
 Fax: 919-934-1134

OWNER'S CONSENT FORM

Name of Project: E&F Properties, Inc. Booker Dairy Road Submittal Date: _____

OWNERS AUTHORIZATION

I hereby give CONSENT to Adams & Hodge Engineering, PC (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

Olivia B. Holding Olivia B. Holding 4/1/2017
 Signature of Owner Print Name Date

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

Olivia B. Holding Olivia B. Holding 4/1/17
 Signature of Owner/Applicant Print Name Date

FOR OFFICE USE ONLY

File Number: _____ Date Received: _____ Parcel ID Number: _____



VICINITY MAP

ADJACENT PROPERTY OWNERS

*** DISCLAIMER ***
Johnston County assumes no legal responsibility for the information represented here.

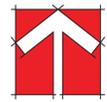
| Result 1 | Result 2 |
|---|---|
| <p>Result 1</p> <p>Id: 14057004I Tag: 14057004I Tax Unique Id: 4684104 Owner Name 1: VENTURE CAPITAL PARTNERS LLC Owner Name 2: Mail Address 1: 64 TIMOTHY DR Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-7743 Book: 0361 Page: 0847</p> | <p>Result 2</p> <p>Id: 140570029A Tag: 140570029A Tax Unique Id: 4665681 Owner Name 1: GEORGE C McCLAMM PROPERTIES LLC Owner Name 2: Mail Address 1: 1404 WILSONS MILLS RD Mail Address 2: Mail Address 3: CLAYTON, NC 27520-0000 Book: 0384 Page: 0178</p> |
| <p>Result 3</p> <p>Id: 140570029B Tag: 140570029B Tax Unique Id: 0 Owner Name 1: DEPARTMENT OF TRANSPORTATION Owner Name 2: AGENCY OF STATE OF NC Mail Address 1: 1546 MAIL SERVICE CENTER Mail Address 2: Mail Address 3: RALEIGH, NC 27611 Book: 0419 Page: 0935</p> | <p>Result 4</p> <p>Id: 14057005T Tag: 14057005T Tax Unique Id: 0 Owner Name 1: DEPARTMENT OF TRANSPORTATION Owner Name 2: AGENCY OF STATE OF NC Mail Address 1: 1546 MAIL SERVICE CENTER Mail Address 2: Mail Address 3: RALEIGH, NC 27611 Book: 0486 Page: 0419</p> |
| <p>Result 5</p> <p>Id: 14057004D Tag: 14057004D Tax Unique Id: 4763167 Owner Name 1: CRIMALDI, ANTHONY VINCENT Owner Name 2: CRIMALDI, JENNIFER CLARK Mail Address 1: 1111 E BOOKER DAIRY RD Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-9417 Book: 0450 Page: 0191</p> | <p>Result 6</p> <p>Id: 14057009 Tag: 14057009 Tax Unique Id: 4786794 Owner Name 1: NEEL M HOWELL REVOCABLE TRUST Owner Name 2: HOWELL, NEEL M TRUSTEE Mail Address 1: Mail Address 2: PO BOX 528 Mail Address 3: SMITHFIELD, NC 27577-4000 Book: 0334 Page: 0383</p> |
| <p>Result 7</p> <p>Id: 14057001A Tag: 14057001A Tax Unique Id: 4704814 Owner Name 1: SULLIVAN, THOMAS E Owner Name 2: SULLIVAN, SHIRLEY Mail Address 1: 105 E BOOKER DAIRY RD Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-4000 Book: 0098 Page: 0486</p> | <p>Result 8</p> <p>Id: 14057005H Tag: 14057005H Tax Unique Id: 4706534 Owner Name 1: EGGLESTON, SARAH LYNN Owner Name 2: EGGLESTON, JOSHUA W Mail Address 1: 44 BRADFORD ST Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-9400 Book: 0461 Page: 0045</p> |
| <p>Result 9</p> <p>Id: 14057005G Tag: 14057005G Tax Unique Id: 4731700 Owner Name 1: OLTZ, JOSE JIMMY VANZEL Owner Name 2: OLTZ, DENORA L SMITH RIVAS Mail Address 1: 40 BRADFORD ST Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-9400 Book: 04830 Page: 0093</p> | <p>Result 10</p> <p>Id: 14057005F Tag: 14057005F Tax Unique Id: 4664505 Owner Name 1: TOOLE, JESSICA B Owner Name 2: Mail Address 1: 36 BRADFORD STREET Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-4000 Book: 03227 Page: 0397</p> |
| <p>Result 11</p> <p>Id: 14057004C Tag: 14057004C Tax Unique Id: 4748354 Owner Name 1: McLEAN, LAWRENCE DEWEY JR Owner Name 2: Mail Address 1: 32 BRADFORD ST Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577 Book: 04028 Page: 0312</p> | <p>Result 12</p> <p>Id: 14057005D Tag: 14057005D Tax Unique Id: 4767999 Owner Name 1: LEE, LILL ROMAINE Owner Name 2: Mail Address 1: PO BOX 2623 Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-2623 Book: 0445 Page: 0418</p> |

*** DISCLAIMER ***
Johnston County assumes no legal responsibility for the information represented here.

| Result 13 | Result 14 |
|--|---|
| <p>Result 13</p> <p>Id: 14057005B Tag: 14057005B Tax Unique Id: 4712682 Owner Name 1: KING, LARRY RUFUS LIFE ESTATE Owner Name 2: KING, LOURNAE B LIFE ESTATE Mail Address 1: 24 BRADFORD ST Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-9400 Book: 04692 Page: 0630</p> | <p>Result 14</p> <p>Id: 14057004K Tag: 14057004K Tax Unique Id: 4664489 Owner Name 1: GREGORY, BETH M Owner Name 2: Mail Address 1: 18 BRADFORD STREET Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-4000 Book: 0242 Page: 0352</p> |
| <p>Result 15</p> <p>Id: 14057004T Tag: 14057004T Tax Unique Id: 4708117 Owner Name 1: AMMONS, SHANNON ALEXANDRIA ROBINSON Owner Name 2: Mail Address 1: 16 BRADFORD ST Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-9400 Book: 04645 Page: 0286</p> | <p>Result 16</p> <p>Id: 14057004S Tag: 14057004S Tax Unique Id: 4694312 Owner Name 1: ETHERIDGE, JOHN P Owner Name 2: ETHERIDGE, LYNDA V Mail Address 1: 14 BRADFORD ST Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-4000 Book: 01694 Page: 0520</p> |
| <p>Result 17</p> <p>Id: 14057004H Tag: 14057004H Tax Unique Id: 4697780 Owner Name 1: WILLIAMS, CHARLES A Owner Name 2: WILLIAMS, KARELIA Mail Address 1: 12 BRADFORD STREET Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-9400 Book: 01608 Page: 0441</p> | <p>Result 18</p> <p>Id: 14057004R Tag: 14057004R Tax Unique Id: 4664094 Owner Name 1: REISS, THEODORE Owner Name 2: Mail Address 1: 10 BRADFORD STREET Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-4000 Book: 01941 Page: 0590</p> |
| <p>Result 19</p> <p>Id: 14057001B Tag: 14057001B Tax Unique Id: 4734810 Owner Name 1: NORRIS, DANNY E Owner Name 2: NORRIS, CHRISTINA J Mail Address 1: 8 BRADFORD STREET Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-9400 Book: 01524 Page: 0021</p> | <p>Result 20</p> <p>Id: 14057004Q Tag: 14057004Q Tax Unique Id: 4664493 Owner Name 1: DINNIS, BARBARA NELLE Owner Name 2: Mail Address 1: 6 BRADFORD STREET Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-4000 Book: 02719 Page: 0609</p> |
| <p>Result 21</p> <p>Id: 14057004P Tag: 14057004P Tax Unique Id: 4730011 Owner Name 1: THORNTON, JACKIE SUTTON Owner Name 2: Mail Address 1: 4 BRADFORD STREET Mail Address 2: Mail Address 3: SMITHFIELD, NC 27577-4000 Book: 02731 Page: 0249</p> | <p>Result 22</p> <p>Id: 14057005S Tag: 14057005S Tax Unique Id: 4730012 Owner Name 1: DEPARTMENT OF TRANSPORTATION Owner Name 2: Mail Address 1: 1546 MAIL SERVICE CTR Mail Address 2: Mail Address 3: RALEIGH, NC 27699-1500 Book: 04876 Page: 0479</p> |
| <p>Result 23</p> <p>Id: 14057004O Tag: 14057004O Tax Unique Id: 4753810 Owner Name 1: DEPARTMENT OF TRANSPORTATION Owner Name 2: Mail Address 1: 1546 MAIL SERVICE CTR Mail Address 2: Mail Address 3: RALEIGH, NC 27699-1500 Book: 04876 Page: 0476</p> | |



REVISED
9:47 am, Apr 03, 2017



GRAPHIC SCALE



(IN FEET)
1 inch = 200 ft.

REVISIONS:
335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
dominic@adams-hodge.com
919-243-1332
FIRM # C-4187

ADAMS & HODGE
ENGINEERING, PC



E & F PROPERTIES, INC
SMITHFIELD, NORTH CAROLINA

REZONING
EXHIBIT 'A'

DESIGN: -
DRAWN: TMH
CHECKED: AMH
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 04/03/2017
JOB NO.: AH-
SHEET:

RZ01

Town of Smithfield

Rezoning Permit Application

Approval Criteria

Application No. RZ-17-01 **Name:** E&F Properties, LLC

Request: Zoning reclassification from R-20A (Residential-Agricultural) to B-3 (Highway Entrance Business)

Article 13 Section 13-17 of the Town of Smithfield Unified Development Ordinance requires all applications for a zoning map amendment to address the following eight findings. The burden of proof is on the applicant and failure to adequately address the findings may result in denial of the application.

The governing body has the responsibility to determine if the zoning map amendment is warranted. The Planning Board shall recommend and the Town Council of the Town of Smithfield shall decide the matter of this rezoning application by motion and vote on each of the following eight findings of fact. Any motion to find against the application must be supported by statement of specific reason or conclusions reached in support of the motion.

1. Finding One of Eight:

....The zoning petition is in compliance with all applicable plans and policies of the Town of Smithfield....

A. Agree

The rezoning request from a Residential zoning district to a commercial zoning district meets all the Town's plans and policies and will blend in well with the adjacent land uses. The Comprehensive Land Use Plan directly indicates the subject property is best suited for medium density residential land uses. However, the property is immediately adjacent to and west of an existing B-3 (Highway Entrance Business) zoning district.

B. Disagree

The rezoning request from a residential to a commercial zoning district is inconsistent with the Town of Smithfield Future Land Use Plan which call for medium density residential zoning and land uses.

2. Finding Two of Eight

....The rezoning petition is compatible with established neighborhood patterns of the surrounding area....

A. Agree

The rezoning request is compatible with established neighborhood patterns which includes an existing commercial zoning district immediately east of the subject property.

B. Disagree

Rezoning the property to the B-3 (Business) zoning district will allow for intensive commercial land uses adjacent to existing residential neighborhoods to the west and to the south with no intermediate zoning districts to serve as a buffer between the two.

3. Finding Three of Eight

...The rezoning petition is compatible with the changing neighborhood conditions that might warrant a rezoning....

A. Agree

The rezoning petition is compatible with the changing neighborhood conditions that might warrant a rezoning because the rezoning will allow for the creation of new commercial zoning district that will promote economic development along the proposed Durwood Stevenson Highway. This area is envisioned by many to be area were the next wave of commercial development will take place.

B. Disagree

The rezoning petition is NOT compatible with the changing neighborhood conditions that might warrant a rezoning because the rezoning request will contribute to a proliferation of commercial development and will lead to addition traffic and congestion along Durwood Stevenson Highway.

4. Finding Four of Eight

...The rezoning request is in the community interest....

A. Agree

The rezoning request is in the community interest because the proposed commercial rezoning will allow for economic development opportunities in the area and ultimately increased tax revenue for the Town at large.

B. Disagree

The denial of the rezoning will be in the best interest of Smithfield because rezoning the property to the B-3 (Business) zoning district will consume land that could otherwise be used for high quality residential developments.

5. Finding Five of Eight

...The request does not constitute "Spot Zoning"....

A. Agree

Since adjacent nearby properties are presently zoned B-3 (Business) then it is unlikely an argument could be made for “spot zoning” or “small scale” zoning.

B. Disagree

Since the rezoning does not meet the definition of spot zoning then there is no valid basis for denial.

6. Finding Six of Eight

....Present regulations deny or restrict the economic use of the property....

A. Agree

The property is currently zoned R-20A (Residential-Agricultural). Commercial development of the property cannot occur unless the property is rezoned.

B. Disagree

There are limited considerations for residential development in the B-3 (Business) zoning district. Rezoning the property to a zoning district that allows for addition residential uses while limiting commercial uses should be pursued in more depth prior to rezoning to B-3 (Business).

7. Finding Seven of Eight

....the availability of public services allows consideration of this rezoning request....

A. Agree

Public water, sewer and electric services will be available at or near the site considered for rezoning. CenturyLink and Spectrum will serve the area with phone and cable respectively.

B Disagree

Since all the above utilities serve the area then there can be no justification to deny the petition.

8. Finding Eight of Eight

....Physical characteristics of the site prohibit development under present regulations....

A. Agree

The property is not affected by physical restraints such as wetlands, stream buffers, potential flood hazard areas and storm water. There is no limiting geological and hydrological formation that would prohibit development (rock outcrops, lakes, etc.)

B. Disagree

Since there are no physical features such as rock out crops that would render the rezoned *area undevelopable and given the fact that proper permits more than likely be obtained then there is no basis for denial based on physical characteristics.*

9. Once all findings have been decided one of the two following motions must be made.

Motion to Approve: Based upon satisfactory compliance with the above stated eight findings and fully contingent upon full incorporation of all statements entered into the record by the testimony of the applicant and applicant’s representative I move to approve the Rezoning Petition RZ-17-01.

Motion to Deny: Based upon the failure to adequately address all of the above stated eight findings and for the reasons stated therein, I move to deny the Rezoning Petition RZ-17-01.

10. Record of Decision:

Based on a motion and majority vote of the Town of Smithfield Town Council, rezoning petition RZ-17-01 is hereby:

Check one

_____ **Approved for the following reasons:**

_____ **Denied for the following reasons:**

Decision made this _____ day of _____, 20____ while in regular session.

M. Andy Moore, Mayor

Attest:

Shannan L. Williams, Town Clerk

DRAFT
Smithfield Planning Board Minutes
Thursday, May 4, 2017
6:00 P.M., Town Hall, Council Chambers

Members Present:

Chairman Stephen Upton
Gerald Joyner
Jack Matthews
Mark Lane
Eddie Foy
Ashley Spain

Members Absent:

Teresa Daughtry
Daniel Sanders

Staff Present:

Mark Helmer, Senior Planner
Julie Edmonds, Administrative Assistant

Staff Absent:

CALL TO ORDER

APPROVAL OF MINUTES FROM April 6, 2017.

Jack Matthews made a motion, seconded by Eddie Foy to approve the minutes as written.
Unanimous.

Public Hearings:

After all persons given testimony were duly sworn, Mr. Upton opened the public hearing.

Mr. Upton reminded the Board the next Town Council meeting will be held June 6, 2017 at 7:00 p.m.

RZ-17-01: E&F Properties LLC

Mr. Helmer stated that the applicant is requesting to rezone approximately 54.95 acres of land from the R-20A (Residential-Agricultural) to the B-3 (Business) zoning district. The property considered for approval is located on the north side of Booker Dairy Road approximately 200 feet east of its intersection with Bradford Street. The property is further identified as Johnston County Tax ID# 14057004D. Property considered for rezoning is a large area of undeveloped land currently being used for agricultural purposes. The property is adjacent to North Chase subdivision to the west and North View Subdivision to the south. The southern-most portion of the property is adjacent to Booker Dairy Road and will have road frontage and access to the proposed Durwood Stephenson Highway extension. Utilities to include water, sewer and electric will be available at or near the site considered for rezoning. Property to east of the subject property was approved for rezoning from residential to commercial by the Smithfield Town Council on March 13, 2015. Including this 55 acre rezoning request, the total combined area zoned for commercial and high density residential land uses in this area will equal

approximately 300 acres. The Town of Smithfield Future Land Use Plan fails to address changes in this area that have occurred since the plan adoption. The recent influx of rezoning requests appear to be in response to NCDOT improvements to Booker Dairy Road and the Durwood Stephenson Highway extension and not in response to any adopted small area plan for this area.

Mr. Helmer stated the Future Land Use Plan has identified this property as being suitable for low density residential land uses. However, the Durwood Stephenson Highway extension is not identified on the plan and it is reasonable to assume that upon its construction this land will be attractive to commercial and high density residential developments.

Mr. Helmer stated the rezoning will be consistent with the Town of Smithfield Unified Development Ordinance provided that all proposed future land uses and site specific development plans meet the minimum development standards of the Town of Smithfield Unified Development Ordinance.

Mr. Helmer stated the portion of the property considered for a rezoning is immediately adjacent to two single family dwelling subdivisions. Compatibility issues can be reduced through proper landscape buffers and careful planning of interconnecting access points.

Mr. Helmer stated the property would be served by the town of Smithfield Fire Department and Police Department as well as Town water, sewer and electric services provided.

Mr. Helmer stated the Planning Department recommends approval of the request to rezone approximately 54.95 acres of land from the R-20A (Residential-Agricultural) zoning district to the B-3 (Business) zoning district.

Mr. Helmer requested the Planning Board review the petition and make a recommendation to Town Council for the rezoning of 54.95 acres tract of land from the R-20A (Residential-Agricultural) zoning district to the B-3 (Business) zoning district.

Mr. Helmer stated he will be glad to answer any question the Board may have and that Andrew Hodge was present to represent the applicant.

Chairman Steve Upton opened up the floor to anyone that would like to speak.

Mr. Upton stated to everyone that this vote tonight is just a recommendation either way to be addressed by the Town Council on June 6, 2017 at 7pm and you will notified by mail.

Mr. Foy stated that he would like to learn more about the Durwood Stephenson Highway Extension, what are the plans for that?

Mr. Helmer stated this is a state project that will create a 4 lane divided highway between Buffalo Rd down the existing Booker Dairy Rd alinement and will widen the 2 lane divided highway with some traffic signals and will continue and tie into Ava Gardner Avenue. The

existing Booker Dairy Rd that runs north and south will t-intersect with the Durwood Stephenson Highway.

Mr. Foy asked if it was basically going to follow Booker Dairy down to the turn.

Mr. Helmer answered yes.

Mr. Foy asked if it would be four lane or two lanes.

Mr. Helmer said it will be four lane divided with sidewalks

Mr. Foy asked what the timing on that project?

Mr. Helmer said DOT currently is in the right of way acquisition, the design is finished and the right of way acquisition is currently underway and once DOT has acquired all the right of way the project will go to bid. The project will probably start late 2018.

Mr. Foy asked is this property we're considering now is cleared land or wooded.

Mr. Helmer said it is currently planted with pine trees.

Mr. Spain asked if the property was inside the city limits.

Mr. Helmer said it is within the ETJ, not currently in the corporate city limits. As development is proposed and approved voluntary annexation would be required if they were to tie into the Towns water and sewer lines.

Mr. Upton asked if the rezoning would be consistent with the Town of Smithfield UDO.

Mr. Helmer answered yes it will be when a site specific development plan comes forward and is approved.

Mr. Upton asked if whatever does comes will it be buffered.

Mr. Helmer said yes there is standard buffer between commercial and residential. Whatever the use there may be the zoning district dictates the buffer. A lot of uses in the B-3 are by conditional use so there will be additional hearings with additional opportunities for everyone to speak and look at the design. Just looking at the zoning there is a large 40ft buffer between commercial and residential. When development comes, there will be a 40ft strip of land there they can't encroach into. If they clear cuts all the trees the development that comes in will have to put some back, which is part of the buffer requirement.

Mr. Spain asked how they would allow driveways coming off of a divided highway.

Mr. Helmer said this is controlled access corridor which means any future proposed driveway permits would need to be approved by DOT since they own the road.

Mr. Lane asked since it will be a four lane road will there be a fence?

Mr. Helmer said there will be a fence on the western most portion and it will have limited access points. There are predetermined openings in that fence.

Mr. Foy asked Mr. Helmer if he had received any objections from any citizens about this rezoning.

Mr. Helmer stated he is not aware of any opposition to the proposed rezoning.

Beth Gregory who resides at 18 Bradford Street came forward to ask questions about how her property would be affected by a B-3 zoning district.

Mr. Andrew Hodge from Adams and Hodge Engineering came forward and said they don't have any specific plans yet for this property. They just wanted to get it rezoned to match the large tract beside it so when things do come up they will be ready.

Mr. Foy asked Mr. Hodge if the property would be best used either way for residential or business.

Mr. Hodge stated it would be best used for business in this area because the Booker Dairy Rd extension coming and the town already provided water and sewer out there.

Being no further questions, Eddie Foy made a motion to close the public hearing; unanimous

Chairman Upton closed the public hearing.

Eddie Foy made a motion to move to the finding of fact. Seconded by Ashley Spain. Unanimous

Mr. Foy stated that the governing body has the responsibility to determine if the zoning map amendment is warranted. The Planning Board shall recommend and the Town Council of the Town of Smithfield shall decide the matter of this rezoning application by motion and vote on each of the following eight findings of fact. Any motion to find against the application must be supported by statement of specific reason or conclusions reached in support of the motion.

The Planning Boards finds the rezoning request from a Residential zoning district to a commercial zoning district meets all the Town's plans and policies and will blend in well with the adjacent land uses. The Comprehensive Land Use Plan directly indicates the subject property is best suited for medium density residential land uses. However, the

property is immediately adjacent to, and west of, an existing B-3 (Highway Entrance Business) zoning district. Unanimous

The Planning Board finds the rezoning request is compatible with established neighborhood patterns which includes an existing commercial zoning district immediately east of the subject property. Unanimous

The Planning Board finds the rezoning petition is compatible with the changing neighborhood conditions that might warrant a rezoning because the rezoning will allow for the creation of new commercial zoning district that will promote economic development along the proposed Durwood Stevenson Highway. This area is envisioned by many to be area where the next wave of commercial development will take place. Unanimous

The Planning Board finds rezoning request is in the community interest because the proposed commercial rezoning will allow for economic development opportunities in the area and ultimately increased tax revenue for the Town at large. Unanimous

The Planning Board finds that since adjacent nearby properties are presently zoned B-3 (Business) then it is unlikely an argument could be made for "spot zoning" or "small scale" zoning. Unanimous

The Planning Board finds that the property is currently zoned R-20A (Residential-Agricultural) and commercial development of the property cannot occur unless the property is rezoned. Unanimous

The Planning Board finds that water, sewer and electric services will be available at or near the site considered for rezoning. CenturyLink and Spectrum will serve the area with phone and cable respectively. Unanimous

The Planning Boards finds the property is not affected by physical restraints such as wetlands, stream buffers, potential flood hazard areas and storm water. There is no limiting geological and hydrological formation that would prohibit development (rock outcrops, lakes, etc.) Unanimous

Based upon satisfactory compliance with the above stated eight findings and fully contingent upon full incorporation of all statements entered into the record by the testimony of the applicant and applicant's representative The Planning Boards recommends approval the Rezoning Petition RZ-17-01.

Old Business:

No Report

New Business:

Mr. Upton stated it was Mr. Matthews last planning board meeting. As the board we more than appreciate your participation. If possible we would love Mr. Matthews to attend the next board meeting as the guest of honor. Mr. Matthews said yes he would be glad to.

Mr. Helmer stated cell technology is quickly changing. 5G is quickly approaching and the technology for that is extensive. He has a gentleman who would like to come and present information before the board. The board is in agreement and a presentation on this emerging technology would be useful.

Eddie Foy made a motion to adjourn, seconded by Ashley Spain. Unanimous.

Submitted this 4th day of May, 2017.

Julie Edmonds
Administrative Assistant
Planning Department

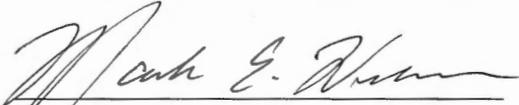


PLANNING DEPARTMENT

Paul C. Embler, Jr., Director

ADJOINING PROPERTY OWNERS CERTIFICATION

I, **Mark E. Helmer**, hereby certify that the property owner and adjacent property owners of the following petition, **RZ-17-01**, were notified by First Class Mail on **5-19-17**.

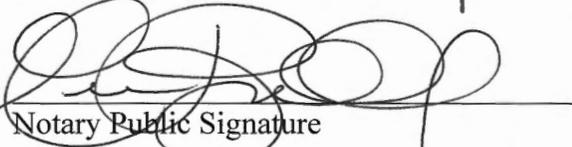


Signature

Johnston County, North Carolina

I, Melissa Rodriguez, Notary Public for Johnston County and State of North Carolina do hereby certify that Mark E. Helmer personally appeared before me on this day and acknowledged the due execution of the foregoing instrument. Witness my hand and official seal, this the

19 day of May, 2017



Notary Public Signature

Melissa Rodriguez

Notary Public Name

My Commission expires on 12-19-2020





PLANNING DEPARTMENT

Paul C. Embler, Jr., Director

Notice Of Public Hearing

Notice is hereby given that the Town Council of the Town of Smithfield will conduct a public hearing during the course of their open meeting which starts at 7:00 P.M. on Tuesday, June 6, 2017 in the Town Hall Council Chambers located at 350 East Market Street to consider the following requests:

RZ-17-01 E&F Properties, Inc: The applicant is requesting to rezone approximately 54.95 acres of land from the R-20A (Residential-Agricultural) to the B-3 (Business) zoning district. The property considered for approval is located on the north side of Booker Dairy Road approximately 200 feet east of its intersection with Bradford Street. The property is further identified as Johnston County Tax ID# 14057004D.

You have been identified as a property owner in the area specified above and are being advised of this meeting as you may have interest in this matter. You are welcome to attend; however, you are not required to in order for the Board to act on this request. Additional information may be obtained by contacting the Town of Smithfield Planning Department at 919-934-2116.

| TAG | PIN | NAME1 | ADDRESS1 | CITY | STATE | ZIPCODE |
|-----------|----------------|--------------------------------|-----------------------------|--------------|-------|------------|
| 14057004B | 260406-38-3522 | CRIMALDI, ANTHONY VINCENT | 1111 E BOOKER DAIRY RD | SMITHFIELD | NC | 27577-9417 |
| 14056008 | 260406-28-8456 | HAWORTH, MARIAH | 1014 E BOOKER DAIRY RD | SMITHFIELD | NC | 27577-9414 |
| 14057005D | 260406-29-7713 | LEE, LILI ROMAINE | PO BOX 2623 | SMITHFIELD | NC | 27577-2623 |
| 14056003 | 260406-38-2213 | AUSTIN, DALE L | 1116 E BOOKER DAIRY RD | SMITHFIELD | NC | 27577-9416 |
| 14056004 | 260406-38-1350 | LMR RENTALS | 201 S BRIGHTLEAF BLVD STE 1 | SMITHFIELD | NC | 27577-4077 |
| 14056006 | 260406-38-0400 | REGISTER, WAYNE R | 1106 E BOOKER DAIRY RD | SMITHFIELD | NC | 27577-9416 |
| 14056009 | 260406-28-7479 | PARRISH, JAMES CLINTON | 40 BROOKWOOD DR | SMITHFIELD | NC | 27577-0000 |
| 14056012 | 260406-28-5521 | JONES, JOHN ALAN | 20 SHORE DR | BCH | NC | 28480-0000 |
| 14057004P | 260406-28-5884 | THORNTON, JACKIE SUTTON | 4 BRADFORD STREET | SMITHFIELD | NC | 27577-0000 |
| 14057001B | 260406-29-6013 | NORRIS, JIMMY E | 8 BRADFORD STREET | SMITHFIELD | NC | 27577-9400 |
| 14057004K | 260406-29-6478 | GREGORY, BETH M | 18 BRADFORD STREET | SMITHFIELD | NC | 27577-0000 |
| 14057004O | 260406-28-5765 | WHITFIELD, BOBBY C | P O BOX 956 | SMITHFIELD | NC | 27577-0956 |
| 14057004Q | 260406-28-5993 | ADAMS, BARBARA NELLE | 6 BRADFORD STREET | SMITHFIELD | NC | 27577-0000 |
| 14057004R | 260406-29-6121 | REISS, THEODORE | 10 BRADFORD STREET | SMITHFIELD | NC | 27577-0000 |
| 14057010 | 260406-38-6294 | OLSEN, PAUL A | 1211 BOOKER DAIRY RD | SMITHFIELD | NC | 27577-9419 |
| 14057012 | 260406-38-8131 | OLSEN, MARGIE B | 1211 E BOOKER DAIRY RD | SMITHFIELD | NC | 27577-9419 |
| 14057005F | 260406-29-7958 | TOOLE, JESSICA B | 36 BRADFORD STREET | SMITHFIELD | NC | 27577-0000 |
| 14M09029A | 260406-38-2525 | GEORGE C MCLAMB PROPERTIES LLC | 5494 WILSONS MILLS RD | CLAYTON | NC | 27520-0000 |
| 14056007 | 260406-28-9423 | REGISTER, WAYNE R | 1106 E BOOKER DAIRY RD | SMITHFIELD | NC | 27577-9416 |
| 14057004C | 260406-29-7847 | MCLEAN, LAWRENCE DEWEY JR | 32 BRADFORD ST | SMITHFIELD | NC | 27577 |
| 14057004J | 260406-38-2741 | VENTURE CAPITAL PARTNERS LLC | 64 TIMOTHY DR | SMITHFIELD | NC | 27577-7743 |
| 14056005 | 260406-38-0386 | STIERS, HARRY A | 586 HOLLEY BERRY LANE | SELMA | NC | 27576-0000 |
| 14056010 | 260406-28-6541 | PITTMAN, LEIGH WILLIFORD | 21 DOGWOOD LANE | FOUR OAKS | NC | 27524-0000 |
| 14057004S | 260406-29-6249 | ETHERIDGE, JOHN P | 14 BRADFORD ST | SMITHFIELD | NC | 27577-0000 |
| 14057004D | 260406-39-3596 | E & F PROPERTIES INC | PO BOX 1352 | SMITHFIELD | NC | 27577-0000 |
| 14057004H | 260406-29-6231 | WILLIAMS, CHARLES A | 12 BRADFORD STREET | SMITHFIELD | NC | 27577-9400 |
| 14057005G | 260503-20-7173 | MANLEY, EDNA | 414 MCPHERSON AVE | FAYETTEVILLE | NC | 28303-4735 |

| | | | | | | |
|-----------|----------------|-------------------------------|------------------------|------------|----|------------|
| 14057001A | 260503-20-9910 | SULLIVAN, THOMAS E | 1505 E BOOKER DAIRY RD | SMITHFIELD | NC | 27577-0000 |
| 14057001J | 260503-30-2536 | SULLIVAN, THOMAS E | 1505 E BOOKER DAIRY RD | SMITHFIELD | NC | 27577-0000 |
| 14057009 | 260407-57-1688 | NELL M HOWELL REVOCABLE TRUST | PO BOX 528 | SMITHFIELD | NC | 27577-0000 |
| 14057005H | 260503-20-7296 | EGGLESTON, SARAH LYNN | 44 BRADFORD ST | SMITHFIELD | NC | 27577-9400 |
| 14057004T | 260406-29-6368 | ROBINSON | 16 BRADFORD ST | SMITHFIELD | NC | 27577-9400 |
| 14057005B | 260406-29-6693 | KING, LARRY RUFUS LIFE ESTATE | 24 BRADFORD ST | SMITHFIELD | NC | 27577-9400 |

1000 Block of Booker Dairy Road



Project Name:
E&F Properties, LLC

File Number:
RZ-17-01

Existing Zoning:
R-20A (Residential-Agricultural)

Proposed Zoning:
B-3 (Business)

Owner:
Oliva B. Holding

Applicant:
Adams & Hodge
Engineering, PC

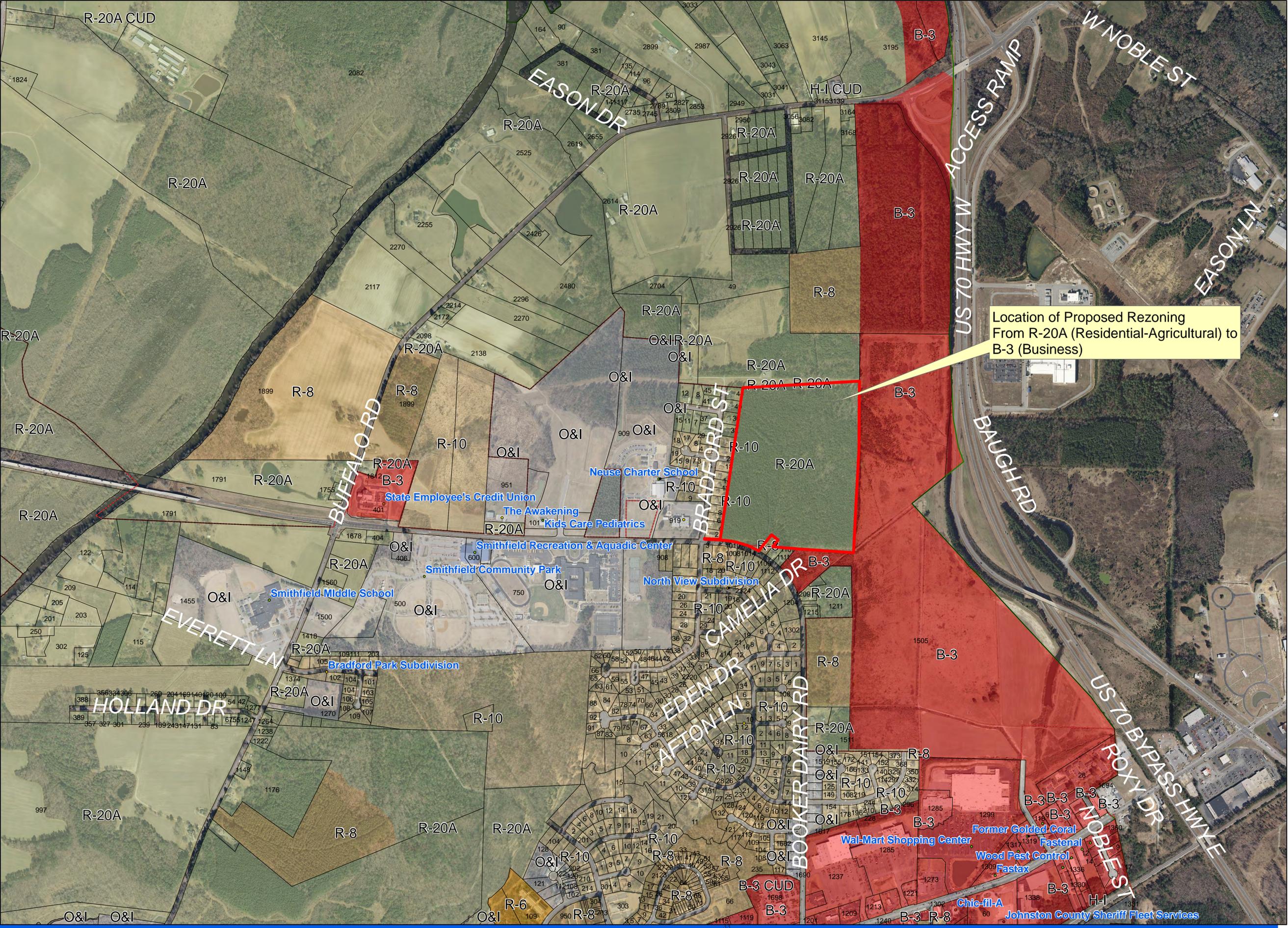
Location:
1000 Block of
Booker Dairy Road

Tax ID#
14057004D

Zoning District:
R-20A to B-3

Map created by the
Mark E. Helmer, AICP
Senior Planner,
GIS Specialist
on 4/27/2017

1 inch = 450 feet





Request for City Council Action

Presentations: **FY 2017-2018 Budget**
Date: 06/06/2017

Subject: FY 2017-2018 Budget Proposal
Department: General Government
Presented by: Michael Scott, Town Manager, Greg Siler, Finance Director
Presentation: Presentations

Issue Statement:

The Manager's Proposed Budget was provided to the Town Council on May 23, 2017. The following presentation is in accordance with the public hearing requirement of NC General Statute, 159-11(b) and 159 -12.

Financial Impact:

Total Town Budget for FY18.

Action Needed:

Hold a Public Hearing for the Proposed FY 2017-18 Budget for the Town of Smithfield.

Recommendation:

Complete the Presentation and Public Hearing

Approved: City Manager City Attorney

Attachments:

Staff Report

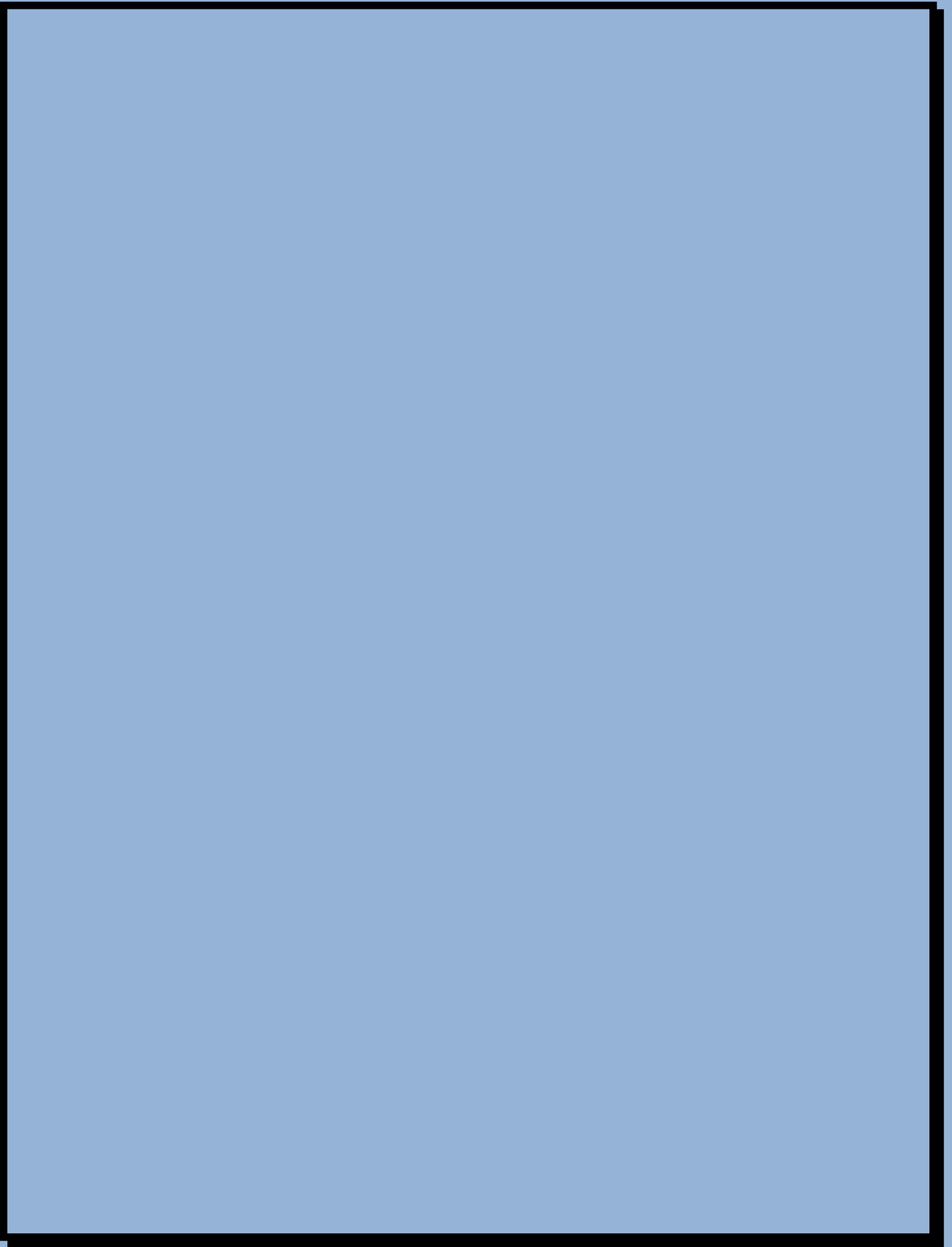


Staff Report

**Business
Agenda Presentations
Item:**

Town staff has worked since November, 2016 to create a draft budget. This draft budget was provided to the Town Council on April 13, 2017 and a series of budget workshops were held in April and May. Following these meetings additional changes were made culminating in the proposed budget provided to the Mayor and Town Council on May 23, 2017, with a copy for public **viewing maintained in the Smithfield Town Clerk's office, as** required in NC General Statute 159-11(b). A presentation will be made to the Mayor, Town Council and the Public at the Council Meeting on June 6, 2017. A Public Hearing must be held in conjunction with this presentation in order to fulfill the requirements of NC General Statute 159-12. A Balanced Budget must be adopted by a majority of the City Council before July 1, 2017.

Consent Agenda Items



The Smithfield Town Council continued the recessed April 20, 2017 meeting on Wednesday, April 26, 2017 at 6:30 p.m. in the Council Chambers of the Smithfield Town Hall. Mayor M. Andy Moore presided.

Councilmen Present:

Emery D. Ashley, Mayor Pro-Tem
Marlon Lee, District 1
Travis Scott, District 3
Roger A. Wood, District 4
John A. Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

J. Perry Harris, District 2

Administrative Staff Present

Michael L. Scott, Town Manager
John Blanton, Fire Chief
Lenny Branch, Public Works Director
Ted Credle, Public Utilities Director
Paul Embler, Planning Director
Gary Johnson, Parks & Rec Director
Tim Kerigan, Human Resources/PIO
R. Keith Powell, Chief of Police
Greg Siler, Finance Director
Shannan Williams, Town Clerk

Mayor Moore reconvened the meeting at 6:37 pm.

1. Storm Response

Town Manager Michael Scott informed the Council that there was a good response from all departments during the recent storm event. At this time, several roads were still closed and impassible.

2. Budget Highlights

Town Manager Michael Scott made a presentation to the Council concerning the FY 2017-2018 Budget. Items of discussion are as follows:

- The purchase of the West Side Fire Station
- New ladder Truck
 - The Town Manager explained that a few years ago, the Council made a decision to purchase a ladder truck; through transition this was never completed. A ladder truck has not been ordered nor is it included in this budget. A ladder truck will take over a year to receive once ordered and due to its cost will have to be financed. The Town Manager has discussed with the Town Manager of Selma the feasibility of purchasing 2 ladders trucks to obtain a better deal.
- Police Department take home car program
 - Currently not in the budget, but there are ways to implement it.
- Parks and Recreation
 - There is a personnel matter in the parks and recreation department that will need to be resolved. Based on the decision made, it may affect the lawn care contract.
- Storm Water
 - The Town Manager questioned if the Town wished to create a stormwater utility. If not, how does the Town continue to pay for stormwater management. If the Council chooses to make stormwater a utility, it can be implemented in the FY 18-19 budget.

- Streets and road condition
 - The Town Manager stated that Powell Bill funds received are not sufficient to maintain Town Streets. The Council may wish to consider special assessments in the future.
- Economic Development Budget and Direction
 - The Town Manager informed the Council the current budget shows no funds appropriated for Economic Development; however, \$50,000 will be encumbered from this fiscal year to be spent in next fiscal year.
- Fund Balance
 - The Town Manager informed the Council that after the purchase of the West Smithfield Fire Station, the fund balance will hold at 41%. \$25,000 of fund balance has been appropriated for tennis courts at Community Park. The funds will come from proceeds from the sale of Bingham Park
- Water Cost and Water Sewer Revenues
 - Staff is working with Johnston County on a wholesale water rate contract-work out a better contract with the County.
- Sewer costs
 - The Town Manager informed the Council that Johnston County has projected a rate increase to take effect September 1st.
- Personnel Expenses/ Recommended Salary Increase
 - The Town Manager informed the Council that there is a proposed 2% salary increase included in the budget, but he will be proposing a structure that will do something a little differently with lower level employees
- Electric rates
 - The Town Manager informed the Council that with the wholesale rate reduction of 4.5%, the Council will need to determine what if anything they would like to do. Rates will increase by 3% in 2020 and again by 3% in 2021.
- Family Life Center Improvements
 - The Town Manager informed the Council that improvements are being made to the Family Life Center now that the property is owned by the Town.
- Revenues
 - Proposed in this budget are no transfers of funds from the Electric Fund to the General Fund.
 - Proposed in this budget are no change in the property tax rate
 - Proposed in this budget are no added motor vehicle tax
- Proposed in this budget are no special assessment
- Re-examine policy on residential development
 - The Town Manager stated he felt this policy was contrary to state statute and possibly the Council should rescind the policy.

Mayor Moore stated that the policy should not be rescinded, but reviewed to determine what the Town was legally able to do. Mayor Moore further stated that the Town should not do anything to discourage development.

3. Electric

Public Utilities Director Ted Credle highlighted some line items in the Electric Department's proposed FY 17-18 budget. They are as follows:

- 31-7230-0200 Salaries & Wages: There is an increase in these line items due to potential career advancement and a 55 salary adjustment for the administrative assistant. Public Utilities Director Ted Credle informed the Council the administrative assistant has also become the Public Utility Department's purchasing agent. Town Manager Michael Scott stated that the current administrative assistant with her knowledge and enterprise is becoming more difficult to replace.

Mayor Moore stated that he had difficulties will awarded one employee an additional increase for a job that is currently being performed. He suggested that staff update her job description and treat this as a promotion. The Town Manager responded the job description would be amended and this would be treated as a salary adjustment based on additional duties instead of a promotion.

- 31-72300-1800 Training & Education: There is a proposed increase in this line item for additional training to enhance job performance.
- 31-7230-4800 Electricity Purchased: There is a proposed decrease in this line item due to the 4.5% decrease in whole power
- 31-7230-3501 Service Contracts: Town Manager Michael Scott informed the Council that contained in this line was \$154,200 for the Grid One Meter reading Contract. He discovered that all of the cost was being taken out of the Electric Fund when a portion should be budgeted in the water/sewer fund because Grid One reads both water and electric meters. Mayor Pro-Tem Ashley responded that the cost for meter reading should be allocated appropriately to the electric fund and the water/sewer fund.
- 31-7230-7400 Capital Outlay: Proposed in this budget is \$500,000 for the AMI System, \$ 250,000 for voltage conversion and \$115,000 to replace a bucket truck. For the bucket truck half the cost will be budgeted this year and the other half in the FY 18-19 budget. Mayor Moore requested staff to add more narrative to the voltage coverage to better describe the project.

Councilman Rabil questioned the AMI meter progress. Public Utilities Director Ted Credle responded \$200,000 has been spent in electric and \$150,000 in water. By appropriating \$500,000 this year, a third of the Town can be switched to the AMI Meters. \$500,000 will be budgeted in FY 18-19 and FY 19-20 to complete the conversation from analog meters to the smart meters. Total estimated cost of the project was \$1.8 million. Councilman Rabil questioned if staff had received any feedback on the AMI meters. Public Utilities Director Ted Credle responded most customers do not know they have it, but staff has received several complaints because the AMI meters are more accurate.

Councilman Scott questioned how the Booker Dairy Road Project was accounted. Finance Director Greg Siler explained that funds for the Booker Dairy Road Project were transferred into a capital project fund until the project is completed.

- Electric Fund revenues – Finance Director Greg Siler informed the Council that he estimates the Town will not meet this fiscal year's revenue projections. He attributed that to a mild winter and the last reduction in electric rates.
- Electric rates
Town Manager Michael Scott informed the Council that he had spoken with the Town Manager of Clayton and they have decided not to pass the 4.5% wholesale rate reduction onto its customers. Instead they plan on using the funds for infrastructure and equipment. According to the rate structure, rates will increase by 3% in 2020 and another 3% by 2021. He questioned if it was important to lower rates now only to have to increase them later. He stressed his concerns about the volatility of bills decreasing and increasing.

Councilman Scott suggested will the rate reduction, set aside some of those funds for the load management portion of the AMI meters. He further suggested that staff contact UFS to inquire if they would recalculate the utility rate study they completed for the Town factoring in this wholesale rate

reduction and make a recommendation to the town for any type of rate reduction for all classifications of customers.

Councilman Scott requested staff to provide a more transparent accounting of the electric purchased because the bill contains usage, demand and debt. Finance Director Greg Siler responded that he would establish those lines and review prior bills to look at the overall cost for next year.

Councilman Scott explained the largest portion of the Town's electric bill was from the one hour of peak demand a month. He suggested that the Town educate it's consumers to be conscious about shaving the electric load during that one hour a month. He further explained the load management program would greatly assist with shaving the load.

Mayor Pro-Tem Ashley suggested the Town offer workshops with like types of commercial customers and ElectriCities to educate the business owners on effective ways to reduce their utility bills.

Councilman Dunn questioned if there was a restrictions on the amount of customers ElectriCities would contact concerning the peak time. Public Utilities Director Ted Credle responded there are no restrictions. Councilman Dunn stated if the public can be educated on the peak time and load management not only would it reduce their bills but also the Town's over all electric bill. He further stated that information is the most important and the least expensive way to say money on electric usage.

Mayor Moore asked that staff be more proactive with its commercial customers as to what is available from ElectriCities and how they can save money on electricity. He directed staff to make it a point to meet with local businesses and educate them.

Councilman Scott made a motion, seconded by Councilman Rabil, to direct the Town Manager to contact UFS and request they determine the feasibility of a rate reduction based on the current numbers that included the 4.5% wholesale rate reduction. If the cost to update the study is more than \$10,000 bring it back to Council for approval. If it is less than \$10,000, move forward with the updated study. Unanimously approved.

Councilman Scott stated that the Town should not plan on getting out of the electric business.

Worker's Compensation and Property and Liability

The Town Manager informed the Council that a local Company would like to offer the Town a quote on Worker's Compensation insurance. He explained that staff is satisfied with the service the Town receives from the North Carolina League of Municipalities. It was the consensus of the Council to remain with the North Carolina League of Municipalities for Workers Compensation and Property and Liability insurance

Parks and Recreations

Town Manager Michael Scott asked the Council's direction on a personnel matter that affects the Parks and Recreation Department. He explained when Dennis Tyner retired; Channing Byrd was promoted into that position. An employee was moved from the Public Works Department into the Parks and Recreation Department due to a pending lawsuit and conflict. The employee is happy in Parks and Recreation and does not want to return to Public Works. The Manager's recommendation was to leave the employee in the Parks and Recreation Department and make it his responsibility to maintain Community Park and Smith Collins Park and reduce the lawn care contract by \$12,000 to fund this position. Currently the employee is working in Parks and Recreation, but his salary is being funded from the Public Works Sanitation Department. Public Works needs the additional sanitation equipment operator, but cannot fill it until this issue is resolved. Manager further recommended that Mr. Byrd be classified as an exempt employee because of his supervisory role and allow the Parks and Recreation Department to hire an additional person.

Parks and Recreation Director Gary Johnson explained that the additional person hired would be considered a Maintenance Technician 2. This person would be responsible for the athletic facilities at Community Park, Smith Collins Park, Civitan Field and Talton Park.

Mayor Pro-Tem Ashley inquired as to what percentage of the Parks and Recreation's \$820,000 budget was allocated to Parks. Parks and recreation Director Gary Johnson estimated that 35% of the overall budget was devoted to the parks. Mr. Johnson further explained that by adding that one position would allow the Town to continue to have top notch fields for state and other large tournaments. Town Manager Michael Scott stated that while he understood why there was a reduction in force several years ago, it may have been too much for the Parks and Recreation Department.

Mayor Pro-Tem Ashley requested better maintenance of the Greenway.

Town Manager Michael Scott informed the Council that in line item 10-6200-7400, renovation to the JC Kiddie Park was reduced from \$51,500 to \$ 43,000. Also, \$15,000 was removed for renovations to the concession stand at Civitan Park and \$33,000 for a replacement truck was removed. It was the consensus of the Council to add the \$15,000 back into the budget for concession stand renovations at Civitan and fund the total amount of \$51,500 for the renovations at JC Kiddie Park.

The Town Manager also explained that \$25,000 was being appropriated in fund balance for the resurfacing of tennis courts at Community Park. These funds would come from the sale of Bingham Park. The sale of Bingham Park funds are a part of the restricted fund balance.

At the request of Councilman Lee, it was the consensus of the Council to discuss the personnel matter in closed session at the next meeting.

Councilman Scott inquired if at some point the Council could discuss constructing a dog park in town. Mayor Moore responded he had conversations with a property owner concerning utilizing the back fenced in area at Civitan Field for a dog park. The Mayor suggested the town contribute \$ 5,000 - \$6,000 and private funds could also be raised.

Adjourn

There being no further business, Councilman Rabil made a motion, seconded by Councilman Dunn, to adjourn the meeting. Unanimously approved.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Williams, Town Clerk

The Smithfield Town Council met in regular session on Tuesday, May 2, 2017 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Emery Ashley, Mayor Pro-Tem
Marlon Lee, District 1
J. Perry Harris, District 2
Travis Scott, District 3
John A. Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Roger A. Wood, District 4

Administrative Staff Present

Michael Scott, Town Manager
John Blanton, Fire Chief
Lenny Branch, Public Works Director
Ted Credle, Public Utilities Director
Paul Embler, Planning Director
Gary Johnson, Parks & Rec Director
Tim Kerigan, Human Resources/PIO
R. Keith Powell, Chief of Police
Greg Siler, Finance Director
Shannan Williams, Town Clerk

Present:

Bob Spence, Town Attorney

Administrative Staff Absent

Bill Dreitzler, Town Engineer

Mayor Pro-Tem Ashley called the meeting to order at 7:00

The invocation was given by Councilman Scott followed by the Pledge of Allegiance.

APPROVAL OF AGENDA:

Councilman Harris made a motion, seconded by Councilman Rabil, to approve the agenda with the following amendment:

- o Add Closed Session Pursuant to NCGS 143-318.11 (a) (6) to discuss a personnel matter.

Unanimously approved.

PRESENTATION:

1. Administering Oath of Office to New Police Officer – Joseph Atkinson

Mayor Pro-Tem Ashley administered the Oath of Office to new Smithfield Police Officer Joseph Atkinson and welcomed him to the Town.

PUBLIC HEARING:

Town Clerk Shannan Williams administered affirmations to those that wished to offer testimony during the Public Hearings.

1. Conditional Use Permit Request by Lampe Management Company: Ample Storage (CUP-17-04)

Councilman Harris made a motion, seconded by Councilman Dunn, to open the Public Hearing. Unanimously approved.

Planning Director Paul Embler addressed the Council on a request by Lampe Management Company. The applicant was requesting a conditional use permit to allow for a mini-storage facility on a 4.31 acre tract of land located within a B-3 (Business) zoning district. The property considered for approval

is located on the west side of US 70 Highway Business approximately 150 feet south of its intersection with Wilson's Mills Road. The property is further identified as Johnston County Tax ID# 15077011C and a portion of 15078199K.

Planning Director Paul Embler has incorporated his entire record and provided it to Council in written form in the May 2, 2017 agenda packet with the addition of the map provide by Terry Wethington.

The Planning Department recommends approval of the request for a conditional use permit to allow for a mini-storage facility on a 4.31 acre tract of land and located within the B-3 (Business) zoning district, with the following requirements:

- The Planning Department agrees with the need for a storm water management facility. The Planning Department agrees with the methodology of the storm water management facility's design but disagrees with adjusting the Q10pre by a factor of 1.08. The Planning Department recommends that the storm water management facility should use the actual Q10pre to size the detention facility.
- The Planning Department recommends that all storm water from the Ample Storage site and the remainder of the undeveloped property be directed to one storm water management facility that will serve both parcels of land. The proposed storm water management facility should be designed in such a manner that the second parcel could be developed to a maximum of 70% impervious.
- The storm water discharge from the storm water management facility should be discharged into the existing conveyance system and directed in such a manner as to drain toward the existing 48" pipe under Skyland Drive at the northwest corner of the Harbor House property. No storm water should be directed toward the 15" pipe located on the south west corner of the Harbor House property.

Paul Embler informed the Council the applicant had complied with all storm water management requirements.

The Planning Board recommended approval of the request for a conditional use permit to allow for a mini-storage facility on a 4.31 acre tract of land and located within the B-3 (Business) zoning district with the condition that soils analysis is submitted for review and that the projects constructs a storm water management facility if it is determined to be required. Mr. Embler stated the applicant conducted the soil analysis and agreed to comply with the storm water management facility.

Mayor Moore asked if the applicant was in agreement with the testimony provided by Mr. Embler. Ample Storage representative, Terry Wethington, responded he was in agreement with the testimony offered by Mr. Embler.

Terry Wethington expressed his appreciation to staff for their professionalism and for holding firm to the best interest in the city and the neighborhood. Mr. Wethington explained the west side of the property that abuts Harbor was an area of concern for staff. A swail will be constructed that will carry outflow from the detention pond to the 48" pipe. In order to comply with staff's request, 25' had to be removed from the back two buildings. Mr. Wethington further explained the Town Engineer spoke with Ample Storage's Engineer to discuss some other concerns and all concerns have been addressed.

Mayor Pro-Tem Ashley questioned if the two parcels had been recombined into 2 different shaped lots. Mr. Wethington responded in the affirmative. Mayor Pro-Tem Ashley further questioned if there were plans for the second lot. Mr. Wethington responded thee were not plans for the second lot at this time.

Councilman Harris questioned if staff had reviewed everything that had been submitted. Paul Embler responded that staff had reviewed everything that had been submitted. Mr. Embler explained that the Council was only approving the conditional use permit which is the concept of what they intend to do with the property. Staff will still have to go through the site plan review and there will be further

revisions. Ample storage has complied with study work as it related to a storm water management facility. The detention pond will be sized to carry both properties.

Councilman Scott questioned the operating hours. Terry Wethington responded office hours were typically 8 am until 6 pm and gate hours were typically 6 am until 10 pm. He explained that there are some commercial and municipal customers that do request earlier or later hours and exceptions are made. He further explained that there will be a manager that will reside in an apartment on site.

Mayor Pro- Tem Ashley questioned if there could be any potential issues with the second lot in the future. Mr. Embler responded the second lot was a buildable lot as defined in Article 10 of the Unified Development Ordinance. The second lot would be administratively approved as a minor subdivision.

Mayor Moore asked if there were any comments/questions from those that had been duly affirmed to offer testimony. There were none.

Councilman Scott made a motion, seconded by Councilman Harris, to close the Public Hearing. Unanimously approved.

The Written Finding of Facts

Town Council of the Town of Smithfield decided the matter of the Conditional Use Permit Application by motion and vote on each of the following four findings of fact.

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Harris, to vote in the affirmative to all of the below Finding of Facts. Unanimously approved.

- **Finding One of Four : Agree**

Based on the evidence and testimony presented it is the finding of the Town Council that the application will not materially endanger the public health or safety if located where proposed and developed according to the plans as submitted and approved or is approved with the following stated conditions.

The proposed use is for a self-storage facility. The two lots will be recombined to create two large lots. The existing driveway entrances will be maintained and there will be no additional driveways. The proposed facility will include four enclosed buildings and two T-Sheds. The facility will be fenced and a 35' landscape buffer will be provided between it and the R-8 zoning to the west. Self-storage generates significantly less traffic that the previous uses which were fast food and a mobile home sales lot. The proposed use will not endanger public health, safety or general welfare.

- **Finding Two of Four: Agree**

Based on the evidence and testimony presented it is the finding of the Town Council that the application meets all required specifications and conforms to the standards and practices of sound land use planning and the Town of Smithfield Unified Development Ordinance or other applicable regulations or is approved with the following additional stated conditions.

The proposed facility will be designed to meet all Town of Smithfield standards and specifications.

- **Finding Three of Four: Agree**

Based on the evidence and testimony presented it is the finding of the Town Council that the application will not substantially injure the value of adjoining or abutting property and will not be detrimental to the use or development of adjacent properties or

other neighborhood uses or is approved with the following additional stated conditions.

The property to the north of this site is an existing strip mall. A landscape buffer will be provided between the self-storage and the strip mall. The property to the west is vacant and zoned R-8. A 35' landscaped buffer will be provided between this site and the R-8. A 35' landscaped buffer will be provided between this site and the R-8 property. When the lots are recombined, lot number 2 will be left vacant for future development.

- **Finding Four of Four: Agree**

Based on the evidence and testimony presented it is the finding of the Town Council that the application would not adversely affect the adopted plans and policies of the Town of Smithfield, or violate the character of existing standards for development of the adjacent properties or is approved with the following additional stated conditions.

The area currently has a mix of commercial uses including a strip mall, fast food, gas station/mini mart and an office building. The Comprehensive Growth Management Plan calls for Commercial use on this site with a buffer to the west and south. A 35' buffer will be provided to the west on Lot 1. The future development on Lot 2 will address the buffer to the south. The proposed self-storage facility will have a brick facade on the faces adjacent to the right-of-way. This will be aesthetically pleasing and will blend, and perhaps improve, the overall look of the area. The T-Sheds will be at the rear of the site and will not be visible from the right-of-way.

Record of Decision: Approval of Conditional Use Permit Request (CUP-17-04)

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Harris, based upon satisfactory compliance with the above four stated findings and fully contingent upon acceptance and compliance with all conditions as previously noted herein and with full incorporation of all statements and agreements entered into the record by the testimony of the applicant and applicant's representative moved to recommend approval of Conditional Use Permit Application # CUP-17-04 with the following conditions:

- A storm water management facility to be constructed to support Ample Storage and the adjacent lot.

Unanimously approved.

CITIZENS' COMMENTS:

- Darcy E. Giloni representing Mucho Mexico requested the Council allow the Latin karaoke music event scheduled for Friday, May 5th be changed until Saturday, May 6th due to the potential for inclement weather on May 5th. By acclamation, the Town Council granted Ms. Giloni's request.

CONSENT AGENDA:

Councilman Harris made a motion, seconded by Mayor Pro-Tem Ashley, to approve the following items as listed on the Consent Agenda:

1. Approved the following Minutes:

April 4, 2017 – Regular Meeting
April 4, 2017 – Closed Session
April 20, 2017 – Special Meeting FY 2017-2018 Budget Session

2. Special Event – Ham and Yam Jam: Approval was granted to allow Downtown Smithfield Development Corporation and Johnston Community College Foundation to conduct a concert with

amplified sound to be held May 5th from 8:00 pm until 10:00 pm at the Little Brown Jug located at 101 W. Market Street.

3. Special Event – Outdoor Music: Approval was granted to allow Mucho Mexico Restaurant to conduct a Latin Karaoke Music event for Cinco de Mayo to be held May 6th from 5:00 pm until 10:00 pm at the restaurant located at 712 East Market Street.
4. Approval was granted to install “Dead End” street signs on the 1100 block of North Street at Eleventh Street.
5. Approval was granted for an annual website hosting agreement with EZTask in the amount of \$2,000.
6. Approval was granted for a budget amendment to adjust the Booker Dairy Road Project estimated construction cost from 3.5 million to the actual bid of 1.935 million

| <u>BOOKER DAIRY ROAD CAPITAL PROJECT FUND</u> | <u>BEFORE</u> | <u>ADJ.</u> | <u>AFTER</u> |
|---|---------------------|-----------------------|---------------------|
| 1. Revenue | | | |
| 44-3900-0007 Loan Proceeds/BB&T | <u>\$ 3,625,000</u> | <u>\$ (1,587,751)</u> | <u>\$ 2,037,249</u> |
| Expenditure | | | |
| 44-7220-3800 Construction | \$ 3,500,000 | \$ (1,564,372) | \$ 1,935,628 |
| 44-7220-3100 Atty and Legal Fees | \$ 25,000 | \$ (25,000) | \$ - |
| 44-7220-3000 Engineering | <u>\$ 100,000</u> | <u>\$ 1,621</u> | <u>\$ 101,621</u> |
| | <u>\$ 3,625,000</u> | <u>\$ (1,587,751)</u> | <u>\$ 2,037,249</u> |

To adjust the construction cost of project to match bid

7. Advisory Board Appointments

- Bryan Gibson was appointed to serve a first term on the Appearance Commission
- Richard Childrey was appointed to serve a first term on the Library Board of Trustees

8. New Hire Report

| <u>Filled Position</u> | <u>Department</u> | <u>Budget Line</u> | <u>Rate of Pay</u> |
|----------------------------|-------------------|--------------------|------------------------------|
| Police Officer I | Police | 10-5100-0200 | \$15.58/hr. \$34,836.88/yr.) |
| Part-time Police Officer I | Police | 10-5100-0200 | \$16.35/hr. |

| <u>Current Vacancies</u> | <u>Department</u> | <u>Budget Line</u> |
|----------------------------|-------------------|--------------------|
| Police Officer | Police | 10-5100-0200 |
| Water Plant Operator I | PU – Water Plant | 30-7200-0200 |
| Sanitation Equip. Operator | PW – Sanitation | 10-5800-0200 |

Unanimously approved.

BUSINESS ITEMS:

1. Grant Agreement - NC Department of Natural and Cultural Resources for the Connect NC Bond Grant for the Miracle Inclusive Playground and the DAV Fitness trail and Adoption of Resolution #602 (07-2017)

Parks and Recreation Director Gary Johnson addressed the Council on a request to accept the Connect NC Bond Grant for the Miracle Inclusive Playground and the DAV fitness trail. Mr. Johnson explained that at the September 6, 2016 Town Council meeting, the Council approved the request to apply for the Connect NC Bond Grant for facilities for Disabled Children and/or Disable Veterans. The grant was applied for and the Town was awarded \$160,000 for Phase 2 of the Partnership to Build a

Miracle Project and for a DAV Fitness trail. The required match amount was \$40,000. The Town Council agreed to appropriate \$30,000 from "In Lieu of Recreation Fees". Partnership for Children of Johnston County has agreed to fund the additional \$10,000.

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Harris, to accept the Connect NC Bond Grant and approved Resolution # 602 (07-2017). Unanimously approved.

**RESOLUTION # 602 (07-2017)
FOR THE TOWN OF SMITHFIELD TO ACCEPT THE NC CONNECT BOND GRANT
PARTNERSHIP TO BUILD A MIRACLE INCLUSIVE PLAYGROUND PHASE II & THE DAV
FITNESS TRAIL**

WHEREAS, the Smithfield Town Council along with Partnership for Children and the Miracle League of Smithfield desires to construct an inclusive playground for children with disabilities; and,

WHEREAS, the Smithfield Town Council also desires to construct a fitness trail for Disabled American Veterans; and

WHEREAS, the Smithfield Town Council submitted an application and received, one hundred and sixty thousand dollars (\$160,000.00) in funding from the Connect NC Bond Grant which will fund the accessible wooden pirate ship play structure and surfacing, accessible playground, picnic shelter, sensory wall, site amenities, dugout shade structures at the Inclusive Playground and connector trail accessible fitness stations for the DAV Fitness Trail; and

WHEREAS, the Smithfield Town Council certifies it will comply with the State of North Carolina's Terms and Conditions of the Connect NC Bond Project Agreement; and

WHEREAS, the Town Manager is the Chief Financial Officer for the Town.

NOW, THEREFORE BE IT RESOLVED, by the Smithfield Town Council authorizes the Town Manager to formally accept the terms and conditions of the Grant Agreement and Funding Approval in the amount of \$160,000 dated April 1, 2017 along with the project description outlined in the approved application to the North Carolina Department of Natural and Cultural Resources, Division of Parks and Recreation. The Town will match the approved grand funds with \$40,000 to complete accessible wooden pirate ship play structure and surfacing, accessible playground, picnic shelter, sensory wall, site amenities, dugout shade structures at the inclusive playground and connector trail accessible fitness stations for the DAV fitness trail.

2. Agreement - NCDOT for the conversion of traffic signals in the Town of Smithfield.

This item was tabled at the February 7, 2017 Town Council Meeting

Public Utilities Director Ted Credle addressed the Council on a request to enter into an agreement with NCDOT for the conversion of various NCDOT traffic signals in Smithfield. Mr. Credle explained that during Hurricane Matthew, the Town experienced a loss of power which affected a majority of the Town customers. Until power was restored, a dangerous situation was noticed. Many drivers approached various intersections without stopping, or even slowing down. This clear and present danger was somewhat lessened by having the Smithfield Police Department direct traffic in the busiest intersections. NCDOT has a specification that allows their stoplights to be converted to a light that can accept generator power. The Town feels that in the rare occasions when power may be out for extended time, it may be best to use generator power to operate the busiest intersections, which in turn, would free up the Police to patrol and safeguard the citizens. The first step in converting the NCDOT stoplights is to establish an agreement with the NCDOT to allow the Town to perform the conversion. A part of this agreement specifies the Town is to submit \$2,500 to execute the agreement.

A local contractor submitted a quote whereby they would furnish and install material and labor to install 30 amp 120v manual switches at a cost of \$1200 per traffic signal. Staff is allowing a \$300 contingency per traffic signal. Bringing the total cost per traffic signal to \$1500 per signal. At this time, staff was only requesting to move forward with only the NCDOT agreement.

Councilman Scott made a motion, seconded by Councilman Rabil, to execute an agreement with the North Carolina Department of Transportation and spend \$2500 (per the agreement) for the conversion of various NCDOT traffic signals in the Town of Smithfield. Unanimously approved.

3. Approval for Sidewalks on Booker Dairy Road between Buffalo Road and Bradford Street and Adoption of Resolution #603 (08-2017)

Town Manager Michael Scott addressed the Council on a request concerning sidewalks along Booker Dairy Road. He explained at the September 1, 2015 Council Meeting, the Town Council passed a resolution requesting the assistance from North Carolina Department of Transportation (NCDOT) to share in the cost of adding sidewalks on both sides of Booker Dairy Road, as part of the Booker Dairy Road Extension Project. The Town Manager further explained on February 20, 2017, a meeting was held with NCDOT Officials to discuss the progress of the Booker Dairy Road Extension Project; as well as, the improvements that will be made during this project. The addition of sidewalks was also discussed. NCDOT Officials requested the Town send a recommendation as to where the sidewalks should be placed and NCDOT would respond with the viability of the request; as well as, a cost to the Town, with the cost being split 30% Smithfield responsibility and 70% NCDOT responsibility. The Planning Department and the Town Manager submitted the request shortly thereafter. NCDOT has approved a portion of sidewalk on both sides of the improved Booker Dairy Road between Buffalo Road and Bradford Street. The overall cost for the sidewalks is estimated at \$186,800, with NCDOT bearing 70% of the cost (\$130,760) and the Town of Smithfield bearing 30% of the cost (\$56,040). Additional requests for sidewalks were not approved due to the lack of curb and gutter in other areas of the project. It was recommended the Town Council pass a resolution approving an agreement with NCDOT for the construction of sidewalks along the Booker Dairy Road Project between Buffalo Road and Bradford Street, at an estimated cost to the Town of Smithfield of \$56,040. The payment will not be required until the Booker Dairy Road Extension Project is complete, estimated to be during the FY 2019-2020 budget.

Councilman Scott inquired as to NCDOT funding for the second and third priority sidewalks. Town Manager Michael Scott responded NCDOT will not fund those sidewalks. The Town would have to obtain permission from NCDOT before sidewalks could be installed and paid for by the Town.

Mayor Pro- Tem Ashley stated that the Town should pass an ordinance requiring any development in the second or third priority areas which would require sidewalks. Paul Embler responded that should the properties be developed or redeveloped, the Town would require sidewalks.

Mayor Pro-Tem Ashley suggested if there are excess funds in the current budget to cover the cost of the sidewalks, those funds should be encumbered so they can not be used for any other project.

Councilman Harris made a motion, seconded by Councilman Dunn, to approve Resolution #603 (08-2017). Unanimously approved.

**TOWN OF SMITHFIELD
RESOLUTION # 603 (08-2017)
ACCEPTING AN AGREEMENT WITH THE North Carolina DEPARTMENT OF
TRANSPORTATION
FOR SIDEWALKS TO BE INSTALLED ALONG BOOKER DAIRY ROAD**

WHEREAS, on September 1, 2015 the Smithfield Town passed Resolution #566 (16-2015) requesting assistance from the NCDOT for sidewalks to be constructed along Booker Dairy Road; and

WHEREAS, as a part of the Booker Dairy Road Project, North Carolina Department of Transportation (NCDOT) as agreed to install sidewalks along both sides of Booker Dairy Road between Buffalo Road and Bradford Street; and

WHEREAS, the estimated total cost to construct the sidewalks is \$186,800 of which, 70% will be funded by the NCDOT at a cost of \$130,760 and 30% will be funded by the Town of Smithfield at a cost of \$56,040; and

WHEREAS, the Smithfield Town Council is committed to this project to provide adequate safety for pedestrians; and

WHEREAS, the Smithfield Town Council appreciates all the assistance that the North Carolina Department of Transportation has provided to the Town and continues to provide to the Town of Smithfield.

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Smithfield, enters into an agreement with the North Carolina Department of Transportation to construct sidewalks along both sides on Booker Dairy Road between Buffalo Road and Bradford Street at a cost of \$186,800; 70% will be funded by NCDOT at a cost of \$130,760 and 30% will be funded by the Town of Smithfield at a cost of \$56,040.

Councilmembers Comments:

- Mayor Moore congratulated Town Manager Michael Scott on completing the Master's of Public Administration at the UNC School of Government and recognized his one year anniversary as the Town Manager.
- Councilman Lee recognized Kayrese McDuffie executive Director of the Annie D. Jones Child Enrichment Fund. Councilman Lee explained that Mrs. McDuffie's organization assists children in the East Smithfield Community.
- Councilman Scott reminded everyone of the upcoming Ham and Yam Festival.

Town Manager's Report:

Town Manager Michael Scott gave a brief update to the Council on the following items:

- Planning Director Paul Emblar announced that he will retire on June 30th.
- Venture Drive : Turner Asphalt has been completing preconstruction work and locating water valves on Venture Drive. Milling of the road will begin Sunday, May 7th at 8:00 pm and will continue through the night, weather permitting. The project is expected to be complete by mid-June.
- Inclusion Park: The contract is complete with JP Edwards and we should see dirt beginning to move at the site within the next week or so.
- Street Resurfacing: The street resurfacing project for FY 17 is scheduled to begin in mid-May and should be completed by the end of the current fiscal year.
- Boat Ramp: State Wildlife Resources has indicated they are prepared to upgrade the boat ramp in the Neuse River. This has been a long awaited project. Construction should begin once the water levels have receded. This is being complicated by the recent releases of water from Falls Lake.
- Coffee with a Cop: The next Coffee with a Cop is scheduled at Gotham's Restaurant, on Market Street in the downtown area for Thursday, May 18th from 9:00 am to 11:00 am.

- **Department Reports**

- A highlight of each department's monthly activities was given to the Council.

Closed Session: Pursuant to NCGS 143-318.11 (a) (6) to discuss a personnel matter

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Harris, to go into closed session pursuant to NCGS 143-318.11 (a) (6). Unanimously approved at 7:57 pm.

Reconvene in Open Session:

Councilman Harris made a motion, seconded by Councilman Dunn, to reconvene in open session. Unanimously approved at 8:25 pm.

Recess

Councilman Harris made a motion, seconded by Councilman Scott, to recess the meeting until May 10, 2017 at 6:30 pm. Unanimously approved.

The meeting recessed at approximately 8:26 pm.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Williams, Town Clerk

The Smithfield Town Council continued the recessed May 2, 2017 meeting on Wednesday, May 10, 2017 at 6:30 p.m. in the Council Chambers of the Smithfield Town Hall. Mayor M. Andy Moore presided.

Councilmen Present:

Emery D. Ashley, Mayor Pro-Tem
Marlon Lee, District 1
J. Perry Harris, District 2
Travis Scott, District 3
John A. Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Roger A. Wood, District 4

Administrative Staff Present

Michael L. Scott, Town Manager
John Blanton, Fire Chief
Lenny Branch, Public Works Director
Ted Credle, Public Utilities Director
Paul Embler, Planning Director
Gary Johnson, Parks & Rec Director
Tim Kerigan, Human Resources/PIO
R. Keith Powell, Chief of Police
Greg Siler, Finance Director
Shannan Williams, Town Clerk

Mayor Moore reconvened the meeting at 6:30 pm.

Budget Discussion

1. General Fund Revenues

Finance Director Greg Siler informed the Council that General Fund revenues were essentially status quo. Mr. Siler stated there is no proposed increase in property tax. He further stated that \$25,000 will be appropriated from Fund Balance for tennis court resurfacing a Community Park from the Bingham Park sale funds.

Town Manager Michael Scott informed the Council of a bill currently in the General Assembly that if passed, would cut sales tax revenue to the Town by \$104,000. The shortfall has not been factored into the budget, but staff has a contingency plan in place.

2. General Government

Town Manager Michael Scott highlighted some line items in the General Government's proposed FY 17-18 budget. They are as follows:

- 10-4100-0200 Salary and wages: There is an increase in this line item due to the salary increase of the Town Manager. All salaries are split between the General Fund, the Water/Sewer Fund and the Electric Fund.
- 10-4100-0400 Professional Fees & Dues: There is an increase in this line item due to the need to contract with Cavanaugh McDonald for an Other Post Employee Benefits Study. Mr. Siler explained actuarial study that is required every three years. This is required because the Town does not set aside funds for retiree health benefits.
- 10-4100-1201 Legal Fees: There is a decrease in this line item due to reallocating \$5,000 to the Water/ Sewer Department and \$5,000 to the Electric Department for Town Attorney service provided to those enterprise funds.
- 10-4100-3303 IT Supplies: There is an increase in this line item due to the need for replacement computers and parts.
- 10-4100-7400 Capital Outlay: Proposed are the replacement of the conference room chairs and the codification of the Town's Code of Ordinances.

3. Employee Health & Dental Insurance

Town Manager Michael Scott informed the Council that proposed in this draft budget was an 8% increase in employee health insurance benefits. The Town's broker, Mark III, requested quotes from insurance carriers. The Town's current health insurance provider, First Carolina Care, submitted a quote with a 16% increase in premiums. Another company, Cigna, submitted a proposal with an 8% increase that offered virtually the same coverage as First Carolina Care. The broker did express some concerns that Cigna has a reputation of significant increases during the second year of renewals.

Human resources Director Tim Kerigan informed the Council that Cigna offered the most competitive bid. In the event that the Town chose to remain with First Carolina Care, approximately \$98,000 would need to be found in the current budget to account for the 16% increase. The Employee Benefits Committee met and agreed that they would like to stay with the current provider if possible. Staff asked the broker to contact First Carolina Care to inquire if they would reduce their proposed rate increase to 8%. They refused stating that the increases in claims are driving the increase in premiums.

Human Resources Director Tim Kerigan informed the Council that the broker also request quotes from dental insurance carriers. The current provider, Guardian, submitted a proposal with a 4.6% increase. This equates to an approximate \$2,000 a year increase. Another company, Ameritas, submitted a quote that is equivalent to the current plan. Ameritas also works on a fiscal year instead of a calendar year, thus lessening the confusion for employees. It was the recommendation of the Employee Benefits Committee to change dental carriers from Guardian to Ameritas

Councilman Harris directed staff to contact other municipalities who currently offer Cigna health insurance. He asked that they obtain information of typical rate increases and customer service.

Mayor Pro-Tem Ashley questioned if the NC League of Municipalities could assist with health insurance benefits. Human Resources Director Tim Kerigan responded that the League chose not to submit a quote. It is likely they chose not to submit a quote because of the upward trend in claims which were largely driven by retirees.

Councilman Harris questioned if it was feasible for the Town to be self-funded. Human Resources Director Tim Kerigan responded that after researching the idea, it was determined the Town of Smithfield's group is too small to be self-funded. Triangle J Council of Governments is working on a proposal for smaller municipalities to combine resources for a self-funded insurance pool.

Councilman Harris further questioned if the Town could possibly join the State Health Plan. Town manager Michael Scott responded when researching the State Health Plan staff could not locate an insurance provider that would cover the Town's retirees since the State Plan would not offer insurance to the Town's retirees. Unfortunately, no one was interested in providing insurance coverage to such a small groups.

4. Non Departmental

Town Manager Michael Scott highlighted some line items in the Non-Departmental's proposed FY 17-18 budget. They are as follows:

- 10-4110-5400 Insurance and Bonds: Final numbers are pending from the League, but staff anticipates that there will be a decrease in this line item.
- Nonprofit Agencies: There was only one new nonprofit agency, the Annie D. Jones Child Enrichment Fund, which requested funding.

Councilman Harris stated that he was not familiar with this nonprofit agency. Mayor Moore responded the nonprofit organization offers scholarships to children wishing to participate in Parks and Recreation activities. Councilman Lee further explained that most of the funds raised by this organization goes right back to the Town. It allows underprivileged children ages 6-8 the opportunity to participate in athletic programs, music and art programs. This it the first

year funds have been requested from the Town. In the past, all scholarships have been funded by donations.

- 10-4110-5710 Economic Development: Additional funds have not been allocated in this proposed budget. \$50,000 will be encumbered from the current budget to be used in the FY 17-18 budget.
- 10-4110-5711 Public Library: Margaret Marshall Executive Director of the Public Library of Smithfield and Johnston County informed the Council that she requested additional funding for salary increases for Library employees. The additional funding was not included in the draft budget.

Local School Support

Members of the Council questioned why funds were not appropriated for Local School Support. Town Manager Michael Scott responded a letter was submitted to the Robotics Club and the Town did not receive a request for funding. Mayor Moore stated that last year the Council discussed providing funds to other clubs or groups at Smithfield Selma High School. It was the consensus of Council to provide funding to Smithfield Selma High School for programs such as the Marching Band, ROTC or another group that was in need of funding.

Economic Development

Mayor Pro-Tem Ashley stated he would like staff to produce a first class publication that would tell the Smithfield Story. This would be produced digitally and in paper forms. Donna Bailey-Taylor executive Director of the Johnston County Visitor's Bureau informed the Council that her staff could produce such a publication. The Town's marketing committee could work with staff and it could be funded with tourism funds. Councilman Harris stated when the contingency visited the Town of Morganton, it was discovered that they have a full time employee that markets the Town. He explained that Town staff doesn't have the luxury of having time to do all the marketing of the Town.

Mayor Moore stated he would like to see the Town partner again with the High School to create videos of the Town. Economic Development Liaison Tim Kerigan responded he would like to purchase portable equipment to be utilized by the staff and students to create such videos. He explained that Electricities can also assist with videos and publications.

Harbor, Inc.

Harbor, Inc. Executive Director Katrusia Jones provided an update on Harbor and the assistance the organization has provided. She explained the effects of Hurricane Matthew on Harbor's new location.

PEG Channel

Councilman Scott informed the representatives from the nonprofit agencies in attendance that they can submit content to Town staff to be included on the Town's PEG channel.

5. Debt Service

Town Manager Michael Scott highlighted some line items in the Debt Service proposed FY 17-18 budget. They are as follows:

- 10-4120-9518 D/S Aquatics 2015 Equipment: This debt is a lease of fitness equipment with the debt service being satisfied next year. It is likely that a lease will be renewed for additional equipment.
- 10-4120-9524 1997 Stormwater General Obligation Bond: This debt service will be satisfied June 2018.

- 10-4120-9534 & 10-4120-9535 Aquatic Center Lona: These debt services will not mature until November 2027 and January 2028.
- 10-4120-9536 2008 Street Paving: This debt service will be satisfied May 2018.
- 10-4120-9542 Crossings Project: This debt service will be satisfied November 2018 the additional Smithfield Crossings Loan will not mature until January 2044.

Councilman Dunn questioned the salary adjustment line item. Town Manager Michael Scott responded the proposed 2% salary increase for General Fund employees were put into this line item until it is determined how it would be allocated. The Manager made a recommendation to the Council for a tiered salary adjustment whereby employees making \$40,000 or less would receive a 4% adjustment Employees earning \$40,001 to \$41,000 would receive a 2.5% adjustment. Employees earning \$41,001 to \$60,000 would receive a 2% adjustment. Employees earning more that \$60,000 would receive a 1% adjustment.

6. **Finance**

Finance Director Greg Siler informed the Council the Finance Department proposed FY 17-18 budget was essentially status quo. The major expense was \$137,500 in line item 10-4100-9200 Transfer to GF Capital Projects. This expense was for the replacement of the financial software package. Town Manager Michael Scott informed the Council the replacement of the financial software could be split between the general fund, the water/sewer fund and the electric fund since all three funds will utilize the software. It was the consensus of the Council to divide the cost of the software between the three funds.

7. **Planning**

Planning Director Paul Embler highlighted some line items in the Planning Department's proposed FY 17-18 budget. They are as follows:

- 10-4900-0200 Salaries: There is a decrease in this line item due to the Code Enforcement Officer being a part-time position.
- 10-4900-3501 Service Contracts: There is an increase in line item due to the need for a storm water action plan.

Stormwater Action Plan

Planning Director Paul Embler explained the Stormwater Action Plan will require a consultant to review what the Town has in its system and identify areas of concern. This is the first step of a three step process.

Councilman Harris explained to the Council that at some point there needed to be discussions concerning stormwater management.

Planning Director Paul Embler informed the Council there are two additional steps in developing a stormwater maintenance plan for the entire town. The Council would need to decide if stormwater would be treated as a utility or determine how the Town would fund stormwater management.

Mayor Pro-Tem Ashley stated former Town Manager Pete Connet proposed a stormwater tax, but it was never adopted. He explained that multiple studies have been conducted, but nothing has ever been acted on.

Councilman Scott questioned if a study was conducted in 1994 and not acted upon then why would another study be necessary. Planning Director Paul Embler responded the study conducted in 1984 by Tim Broom was a town wide study, but staff cannot locate a copy of the study. After Hurricane Matthew, staff reviewed the recent Spring Branch study conducted by Withers and Ravenel. That study revealed the areas that would flood and it was completely accurate. Also, during the construction of the Crossings Project as 72" pipe was installed alleviating some flooding.

Condemnations

Planning Director Paul Embler informed the Council that \$25,000 will be encumbered from this fiscal year and an additional \$ 25,000 is prosed in the FY 17-18 budget. Twenty-six properties have been identified. It is the hope of staff that the property owners will rehab their properties and condemnations will be unnecessary.

Councilman Harris directed staff to provide a monthly update to the Council on properties that have been identified as condemnable. He stated he doesn't want staff to think that \$50,000 is all that is allowed for condemnations. I they require more funding, staff is directed to bring it before Council for a decision.

Comprehensive Plan and Transportation Plan

Planning Director Paul Embler informed the Council that both the Comprehensive Plan and the Transportation Plan were removed from the proposed FY 17-18 budget. These plans will be needed for the growth around Buffalo Road and Wilson's Mills Road. He strongly suggested the Council fund these two plans in the near future. There will be only one Smithfield exit on the future Interstate 42 and the Town will need proper planning on that corridor. The Comprehensive Plan will show the development and use areas. It also allows staff to know where water/sewer lines will need to be installed.

Code Enforcement

Councilman Lee raised some concerns about the Code Enforcement Officer being a part-time employee instead of a full-time employee. Town Manager Michael Scott asked for time to give it a chance to work. He explained that the part-time employee is working 20 hours a week on code violations and the administrative assistant is processing all of the paperwork associated with the complaints. Whereas in the past, the full-time Code Enforcement Officer was processing all of his own paperwork.

Staff is considering employing someone for 10 hours each week to deal solely with tall grass complaints during the summer.

Recess

There being no further business, Mayor Pro- Tem Ashley made a motion, seconded by Councilman Scott, to recess the meeting until Monday, May 15, 2017 at 6:30 pm. unanimously approved.

ATTEST:

Shannan L. Williams, Town Clerk

M. Andy Moore, Mayor

The Smithfield Town Council continued the recessed May 10, 2017 meeting on Wednesday, May 15, 2017 at 6:30 p.m. in the Council Chambers of the Smithfield Town Hall. Mayor M. Andy Moore presided.

Councilmen Present:

Emery D. Ashley, Mayor Pro-Tem
Marlon Lee, District 1
J. Perry Harris, District 2
Travis Scott, District 3
John A. Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Roger A. Wood, District 4

Administrative Staff Present

Michael L. Scott, Town Manager
John Blanton, Fire Chief
Lenny Branch, Public Works Director
Ted Credle, Public Utilities Director
Paul Embler, Planning Director
Gary Johnson, Parks & Rec Director
Tim Kerigan, Human Resources/PIO
R. Keith Powell, Chief of Police
Greg Siler, Finance Director
Shannan Williams, Town Clerk

Mayor Moore reconvened the meeting at 6:30 pm.

1. DAV Chapter 44 Johnston County

Town Manager Michael Scott introduced Harry James of the Disabled American Veterans (DAV) Chapter 44, Johnston County. The Town Manager explained that the DAV currently leases from the Town the property located on Buffalo Road adjacent to Community Park. The Town Manager further explained that he and Mr. James have discussed extending the lease. The only changes to the lease would be to change the name of the organization to DAV Chapter 44, Johnston County and change the dates of the lease. They

Harry James explained the DAV Chapter 44; Johnston County serves disabled American Veterans in Johnston County. Currently there are 417 members with 99 lifetime members. The DAV provides free transportation to the Veteran's hospitals, free PTSD classes, assists veterans with obtaining compensation (benefits) and assists the families of veterans. The DAV Chapter 44 also visits nursing homes and hospitals and provides holiday meals and care packages. Last year, they serve 14,000 veterans, traveled 31,800 miles and logged 5,000 volunteer hours.

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Harris, to approve the lease agreement with Disabled American Veterans Chapter 44, Johnston County. Unanimously approved.

2. Employee Health Insurance

Town Manager Michael Scott informed the Council that he and Mr. Kerigan did additional research on Cigna. They contacted several municipalities about second year rate increases, customer service and providers. They received no negative feedback about Cigna and were informed that rate increases were claim driven.

Human Resources Director Tim Kerigan informed the Council that Cigna was offering a high PPO plan. He and the Town Manager also investigated health care providers in the area that accepted Cigna. The Benefits Committee agreed that it was in the best interest of the Town and the employees to change insurance carriers from First Carolina Care to Cigna.

Councilman Scott stated that the Benefits Committee understood that if the Town chose to stay with First Carolina Care, it would cost an additional \$98,000.

Mr. Kerigan also stated that the Benefits Committee also recommended changing Dental Insurance providers from Guardian to Ameritas

Councilman Harris made a motion, seconded by Councilman Rabil, to change health insurance providers from First Carolina Care to Cigna and to change dental insurance providers from Guardian to Ameritas. Unanimously approved.

3. Budget Discussion

a. Police

Chief of Police Keith Powell highlighted some line items in the Police Department proposed FY 17-18 budget. They are as follows:

- 10-5100-1300 Utilities: This line increased due to the purchase of the Family Life Center.
- 10-5100-1800 Training and Education: This line item increased due to training associated with the CALEA reaccreditation.
- 10-5100-3000 Fuel: This line item increased due to the animal control function being transferred back to the Police Department.
- 10-5100- 7400 – Capital Outlay: Proposed are the replacement of 3 patrol cars, the replacement of the animal control truck, the replacement of 2 unmarked patrol cars, the replacement of 3 squad video cameras, the purchase of 10 XG 75 radios, and watch guard storage which allows the transfer of in car camera videos via Wi-Fi.

Mayor Moore questioned if the patrol vehicle replacements were in line with the capital improvement plan. Chief Powell responded in the affirmative. Mayor Moore also questioned the need to replace the animal control truck. Chief Powell responded that the truck has a lot of miles on it. Town Manager Michael Scott also responded that the animal control vehicle is a unique vehicle. If it is not operational, it causes the animal control function to cease until the vehicle can be repaired.

Family Life Center

Councilman Harris questioned if the Police Department had a plan for the Family Life Center and questioned why the funds were being allocated from the Police Department and not Parks and Recreation. Town Manager Michael Scott responded that funds were allocated in this budget for the purchase and repairs of the building out of the Police Department because there would be a community policing officer stationed in the building. The Town Manger further explained the intent was having recreational and educational type programs aimed at lower income families. Volunteers would be utilized for such programs. All funds not spent in this fiscal year would be encumbered and spent in next fiscal year or additional repairs and maintenance.

Take Home Car Program

Councilman Scott questioned the \$472,645 that was removed from the Police Department's proposed budget for a take home vehicle program. Chief Powell responded the amount proposed would be for the purchase of 12 new vehicles and the fuel cost associated with that program. Chief Powell further responded that a take home car program would be an added benefit for the officers.

Councilman Dunn stated if a take home program was in effect, it would essentially slow down the rate in which vehicles would need to be replaced because officers would not have to share one car. He questioned the allowable distance from the Town limits that an officer would be able to take a patrol car to his/her home. Chief Powell responded that the typical distance is 15 to 17 miles outside the Town limit.

Councilman Harris stated the first step should be to create a policy for review if the Council was serious about implementing a program.

Mayor Pro-Tem Ashley stated that this is something that should be planned 6 to 9 months prior to the adoption of the budget. Town Manager Michael Scott responded there are no funds in the proposed budget for a take home care program. All of the cars would need to be financed.

Councilman Harris expressed the need to further investigate this program and directed staff to bring a policy for the Council to review at the October regular meeting. It was indicated that this would help moral and be good for the Town

Finance Director Greg Siler requested that the Council delay any decision until mid-year. By mid-year, the audit would be complete and staff would know if any fund balance could be used towards the purchase of the vehicles.

Mayor Moore reminded the Council that there are pros and cons to a take home car program.

Traffic Grant

Councilman Scott questioned when the Police Department should receive notification of award for the Governor Highway Safety Program. Chief Powell responded they should receive notification in October. Town Manager Michael Scott stated this was a good program and would benefit the Town if awarded.

b. Fire

Fire Chief John Blanton highlighted some line items in the Fire Department's proposed FY 17-18 budget. They are as follows:

- 10-5300- XXXX: This line item was added to account for the new positions funded by the SAFER Grant in the event it is awarded to the Town.
- 10-5300-0210 Salaries/ PT: This line item increased due to an additional fire inspector position.
- 10-5300-0250 Overtime: This line item increased due to Fire Station 2 staffing.
- 10-5300-1100 Telephone: This line item increased to add telephone services for Fire Station 2
- 10-5300-1300 Utilities: This line item increased for utilities at Fire Station 2
- 10-5300-7400 Capital Outlay- Proposed is the FEMA AFG Grant for SCBA's and air compressor and additional suppression equipment.

FEMA Grant

Councilman Dunn questioned the total amount of the FEMA grant. Chief Blanton responded the total for the grant is almost \$450,000 with the Town's responsibility being \$20,997. Town Manager Michael Scott informed the Council that in the event the FEMA grant is not awarded to the Town, there is a \$450,000 expenditure that will need to be discussed. Chief Blanton stated that the SCBA's are good for 20 years and the air bottles are good for 15 years. These will have to be replaced in two years. If the Town is not award the grant this year, Chief Blanton stated that he would apply for it again.

Councilman Harris questioned if fire inspection fees are in line with other municipalities. Chief Blanton responded that the fees are competitive with surrounding municipalities.

ISO Inspection

Chief Blanton informed the Council that the ISO inspection is now scheduled for November 20, 2017. Currently, staff is working diligently to have everything updated. The goal would be to be operating in Station 2 prior to the inspection. It has been the trend that every Fire Department in the surrounding area's rating is decreasing.

Ladder Truck

Chief Blanton stated that in FY 2015-16, it was approved to purchase a fire truck and ladder truck. During the transition of the former Fire Chief and the former Manager, this was inadvertently left out of the budget. Town Manager Michael Scott informed the Council that he removed it from the budget because it would have to be financed. He stated that he spoke with the Town Manager of Selma because they have a similar ladder truck and have recently discussed purchasing a new one. They discussed possibly joining resources in order to obtain a discount for both agencies. There were no guarantees that this would even be possible because both trucks would have to be identical. The Town Manager stated that if a ladder truck was ordered in fiscal year 2018-2019, the first loan payment would not have to be made until fiscal year 2019-2020 since it takes 400 days to build the truck.

Mayor Moore stated the Council has delayed purchasing a ladder truck and at some point it will have to be purchased. It was discussed that the ladder truck should be financed while interest rates are low.

Mayor Moore suggested that staff investigate the cost of the truck and financing options further and put it on the agenda at a later date for discussion.

Councilman Scot suggested the Council consider obtaining a loan to reimburse the fund balance for the purchase of Fire Station 2. Town Manager Michael Scott reminded the Council that a resolution was adopted in the event the Council chose to go back and take a loan for the building. Mayor Moore stated that event with the purchase of the building the fund balance remains healthy and if the Town had the funds to purchase the building then there is no need to incur any additional costs associated with loan proceeds and interest.

Councilman Scott further stated that there will be costs associated with Fire Station 2. Mayor Moore replied that the Council approved \$85,000 for Fire Station 2 repairs and renovations. Town Manager Michael Scott responded staff estimated \$85,000 - \$100,000 for renovations, but it was never accounted for. He explained that staff brought a budget amended with an option to increase a loan amount for a capital project, but it was removed from the agenda.

c. Dog Park

Mayor Moore informed the Council that he asked the Manager to find funding for a dog park. It was estimated that \$5,000 - \$6,000 would be needed as seed money to begin this project. Mayor Moore stated that this would be a public private partnership whereby donations would be solicited. The proposed location would be the fenced in area at Civitan Field. Since this is not a Town owned property, the owner was consulted and supports the dog park concept.

Councilman Scott made a motion, seconded by Councilman Rabil, to allocate \$6,000 for a dog park. Councilman Scott, Councilman Rabil, Mayor Pro-Tem Ashley, Councilman Dunn, Councilman Harris voted in favor of the motion. Councilman Lee voted against the motion. Motion carried 5 to 1.

d. Public Works

i. General Services

Public Works Director Lenny Branch highlighted some line items in the General Services Department's proposed FY 17-18 budget. They are as follows:

- 10-5500-0200 Salaries: This line item decreased due to employees being promoted and newly hired employees being hired at a lower starting salary.
- 10-5500-3100 Vehicle Supplies and Maintenance: This line item increased because new tires are needed for the General Services truck.
- 10-5500-3300 Supplies and Operations: This line item increased due to the need for a mosquito control program.
- 10-5500-3501 Contracted Services: This line item increased due to maintenance of the Highway 70 West flower beds.
- 10-5500-7400 Capital Outlay: Proposed are the construction of showers for the Public Works Department, Entranceways to Town Hall and vehicle locator and monitoring.

Showers

Town Manager Michael Scott informed the Council that Public Works is the only department that does not have showers for its employees. Public Works Lenny Branch stated showers are needed to allow his employees to clean up before leaving for the day. The shower facility will be unisex allowing total privacy for any female employee who wishes to use the facility.

Mosquito Program

Public Works Director Lenny Branch informed the Council that he contacted Home Masters in West Smithfield to determine if it was economical to contract out a mosquito program. Mr. Branch determined it was more cost effective to contract those services instead of doing it in house. Home Masters will spray each district every other week. Town staff does treat catch basins and any standing water. Town Manager Michael Scott informed the Council that this item will be moved to line item 10-5500-3501 Service Contracts.

Entranceways to Town Hall

Councilman Harris asked for additional details about the Town Hall Entranceway. Public Works Director Lenny Branch responded that the awnings at Town Hall are showing signs of wear and they need to be repainted and repaired.

Vehicle locators

Town Manager Michael Scott informed the Council that these devices are offered by US Cellular and they simply plug into the vehicle's OBD. It will transport data via cell to the supervisor's iPad or tablet. It will allow the supervisor to properly dispatch crews to areas in need as service calls are received.

10-5500-0700 – Mayor Pro-Tem Ashley questioned the increase in retirement. Town Manager Michael Scott responded that he would check this figure.

ii. Streets

Public Works Director Lenny Branch highlighted some line items in the Street Department's proposed FY 17-18 budget. They are as follows:

- 10-5600-0200 Salaries: This line item was decreased due to the animal control officer being transferred to the Police Department

- 10-5600-3500 Drainage: This line item contains an error. Beaver control is being allocated in the Powell Bill Fund thus reducing the budget for this line item to \$ 24,000
- 10-5600-7400 Capital Outlay: This line item is increased for a pavement condition study.
- 10-5600-9110 Transfer to General Fund Capital Reserve: \$50,000 should be added in for the cat backhoe

Town Manager Michael Scott informed the Council that there are two employees that manage storm water in the Town. Public Works Director Lenny Branch does allocate additional Sanitation staff on Wednesdays to assist these two employees.

iii. Garage

Public Works Director Lenny Branch informed the Council that the Garage Budget is essentially status quo. Town Manager Michael informed the Council that the garage is a one man operation.

iv. Powell Bill

Public Works Director Lenny Branch informed the Council that Finance Director Greg Siler created the Powell Bill lines items for easier accounting. These are essentially funds received and funds spent on streets as mandated by the State.

v. Sanitation

Public Works Director Lenny Branch highlighted some line items in the Sanitation Department's proposed FY 17-18 budget. They are as follows:

- 10-5800-3100 Vehicle Supplies/Maintenance: There is an increase in this line item due to additional maintenance needed on vehicles.
- 10-5800-3300 Supplies and Operations: There is an increase in this line item because there were a tremendous amount of trash cans that were damaged in the hurricane.
- 10-5800-9110 Transfer to GF Capital Reserve: \$125,000 was inadvertently left out of this line, but staff plans to seek a loan for the purchase of a street sweeper.

Councilman Harris stated that the purchase of an additional Hook Leaf truck with Leaf Box was removed from the budget. Public Works Director Lenny Branch responded that the truck helps with yard debris, catch basins, and curb and gutter. This type of truck can be operated with one employee instead of two.

e. SRAC

Parks and Recreation Director Gary Johnson informed the Council that the SRAC budget is essentially status quo.

- 10-6220-0300 Temporary Labor: This line item has increased due to cleaning services needed on the weekend. The County is responsible for janitorial services Monday – Friday.

Town Manager Michael Scott informed the Council that there is no capital outlay proposed for the SRAC. Next year the equipment lease will be up and staff will proposed to renew that lease. The Town will own the equipment at that time.

Other Matters

Town Manager Michael Scott informed the Council that in a previous meeting he explained that if the legislature passes a bill, the Town of Smithfield could lose \$104,000 from sales tax revenue. This figure was acquired from the State's projections. The Town Manager did additional research and determined that the potential loss is \$83,000 due to the State's projection of \$2,500,000 in sales tax revenues and the Town's projected revenue of \$2,075,000. The Town Manager feels confident that the \$2,075,000 in line item 10-3280-0000 Local Option Sales Tax is a safe projected number.

Town Manager Michael Scott informed the Council that in a precious meeting, Councilman Scott made a motion to rework our electric rates. He explained that staff has submitted the information, but results from that study will likely not be submitted to the Town until after July 1st. The funds have been allocated in the contingency line until the Council wishes to make a decision.

Recess

There being no further business, Councilman Scott made a motion, seconded by Councilman Rabil, to recess the meeting until Monday, May 22, 2016 at 6:30 pm. Unanimously approved.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Williams, Town Clerk

The Smithfield Town Council continued the recessed May 15, 2017 meeting on Monday, May 22, 2017 at 6:30 p.m. in the Council Chambers of the Smithfield Town Hall. Mayor M. Andy Moore presided.

Councilmen Present:

Emery D. Ashley, Mayor Pro-Tem
Marlon Lee, District 1
J. Perry Harris, District 2
Travis Scott, District 3
John A. Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Roger A. Wood, District 4

Administrative Staff Present

Michael L. Scott, Town Manager
John Blanton, Fire Chief
Lenny Branch, Public Works Director
Ted Credle, Public Utilities Director
Paul Embler, Planning Director
Gary Johnson, Parks & Rec Director
Tim Kerigan, Human Resources/PIO
R. Keith Powell, Chief of Police
Greg Siler, Finance Director
Shannan Williams, Town Clerk

Mayor Moore reconvened the meeting at 6:30 pm.

1. Proposed FY 2017-2018 Fee Schedule

Town Manager Michael Scott reviewed proposed changes to the FY 2017-2018 Fee Schedule. Proposed changes are as follows:

- Parks and Recreation Fees: In order to be in compliance with the PARTF grant, non-resident fees can only be twice the amount of residential fees.

Parks and Recreation Director Gary Johnson explained that in 2015 when the non-resident fees were increased by 10% was when the Town went out of compliance with the PARTF grant. This was only recently discovered by staff.

- Water Meter Set Fees, Sewer Tap Fees, Water Tap Fees, Out of Town Base Fees, Irrigation Fees

Public Utilities Director Ted Credle explained the current fees do not cover the cost of the meter or the manpower needed for installation. The fees were increased to encourage a developer to hire a private contractor and allow Town staff to simply inspect the installation of the meters.

Mayor Moore questioned how the Town was losing money on these services and explained that the increase in fees could have a huge impact on potential development in the Town. He requested that staff gather information on how our fees compare with other municipalities and Johnston County. Mayor Pro-Tem Ashley further requested that staff compile actual costs of the meters and bring all the information back to Council.

Councilman Harris made a motion, seconded by Mayor Pro-Tem Ashley, to discontinue offering Water Meter Set services, Sewer Tap Services, Water Tap Services, Out of Town Base Services, and Irrigation Services. Councilman Harris voted in favor of the motion. Mayor Pro-Tem Ashley, Councilman Scott, Councilman Dunn, Councilman Rabil and Councilman Lee voted against the motion. Motion denied 5 to 1.

- Penalties for Violating Town Ordinance Concerning, Fats, Oils and Greases

Public Utilities Director Ted Credle explained that these penalties were increased because improper disposal of fats, oils and grease causes major problems to the system.

- Electric rates

Town Manager Michael Scott informed the Council that the sentence “Unpaid bills are subject to disconnection without additional notice” were added to all of the electric rates.

2. Budget Discussion

a. Public Utilities

i. Water Fund Revenues

Town Manager Michael Scott highlighted some line items in the Water Fund revenue’s proposed FY 17-18 budget. They are as follows:

- 30-3560-000 Penalties: This is a new line item to account for penalties
- 30-3571-000 Wholesale Water Sales: This line item has been changed to reflect the \$.50 increase if the contract with Johnston County is amended.

ii. Water Plant

Public Utilities Director Ted Credle highlighted some line items in the Water Plant’s proposed FY 17-18 budget. They are as follows:

- 30-7200-0200 Salaries: An adjustment has been proposed for the water plant superintendent because he actually earns less than the average for his position.
- 30-7200-0250 Overtime: This line item has increased because the water plant has one vacancy.
- 30-7200-1700 Equipment Maintenance and Repair: This line item has increased due to the need to repair several water pumps.
- 30-7200-3300 Supplies and Operations: This line item has increased due to the need for more caustic and polymer.
- 30-7200-7400 capital outlay proposed altitude valves at the water tank and river bank refurbishment permitting and design.

Town Manager Michael Scott informed the Council that staff is working with the Town of Selma to press some of their sludge. This could potentially be an additional revenue source.

Public Utilities Director Ted Credle informed the Council that the water plant expansion design in the amount of \$90,000 and the finished water tank design in the amount of \$60,000 was removed from the budget. Town Manager Michael Scott stated that both items would need to be discussed when the Johnston County water contract was discussed. Ted Credle explained to the Council that he estimated to explain the water plant would cost \$10-15 million.

iii. Water/Sewer

Town Manager Michael Scott highlighted some line items in the Water Plant’s proposed FY 17-18 budget. They are as follows:

- 30-7220-3400 Sewage Treatment: Johnston County is proposing a \$.21 per thousand gal rate increase effective September 1st. If this is adopted, it was recommended that those costs be passed on to the customer.
- 30-7200-3501 Contract Services: This line item was increased to add the Grid One contract for water meter reading services.
- 30-7220-9101: Transfer to W/S Capital Projects: The amount listed is one third of the finance software
- 30-7720-7400 Capital Outlay: The AMI Nexgrid amount was reduced to \$210,000 because it takes longer to install the water meters.

Town Manager Michael Scott informed the Council that the proposed formal budget would be sent to the Council on May 23rd. Notification would be in the newspaper on Wednesday May 24th with the Public Hearing Scheduled for June 6th. He asked for feedback from the Council on the proposed salary increases.

Councilman Harris stated the Council should address the issue of Police Officer retention and turnover.

Councilman Scott informed the Council the Employee Benefits Committee discussed the importance of longevity pay and one employee suggested to allow employees to receive a certain level of compensation from their vacation time around the holidays.

Councilman Scott suggested that the Ava Gardner funds be restricted until the audit is complete. He further suggested that any non-profit receiving funds from the Town should have to provide an accounting of those funds.

It was the consensus of Council to include funds for the Smithfield Selma High School. The Town Manager stated that \$5,000 could be allocated for the school. The Council discussed donating funds to the Marching Band, the Basketball team, and / or the Robotics team

3. Consideration and approval of an Audit Contract with Thompson Price, Scott, Adams & Co. PA

Mayor Pro-Tem Ashley made a motion seconded by Councilman Harris, to approve the audit contract with Thompson Price, Scott, Adams & Co. PA. Unanimously approved.

Adjourn

There being no further business, Councilman Scott made a motion, seconded by Councilman Harris, to adjourn the meeting. Unanimously approved.

ATTEST:

M. Andy Moore, Mayor

Shannan L. Williams, Town Clerk



Request for City Council Action

**Consent
Agenda
Item:** Police
Department
Children at
Play Sign
Date: 06/06/2017

Subject: Children at Play Sign
Department: Police Department
Presented by: Chief R.K. Powell
Presentation: Consent Agenda

Issue Statement

I received a request to place one "Slow Children at Play" sign at the entrance to Pine Street on the right hand side of the highway. This street is a dead end street and residents are concerned about children that are playing in the area. The police chief has reviewed this area and has no objection to the signage.

Financial Impact

None

Action Needed

The Council's approval to place the "Slow Children at Play" sign on Pine Street.

Recommendation

I have reviewed this request and recommend the sign be placed at the entrance to Pine Street just before Old Goldsboro Street.

Approved: City Manager City Attorney

Attachments: 1. Staff Report



Staff Report

**Consent
Agenda
Item:** **Police
Department
Children at
Play Sign**

I have received several complaints about vehicles on Pine Street traveling too fast in the area. The residents are concerned for the children that play in the area and are often walking on the street since there are no sidewalks in the area. Pine Street is a two lane street, with two way traffic which ends in a cul-de-sac and the speed limit is 25 MPH. No accidents have been reported on Pine Street during the last year.

I am requesting the "Slow Children at Play" sign be placed on the right hand side of Pine Street. The sign will be placed on the right side of the street just before Old Goldsboro Street and will be on the Town right of way. The sign will not affect in of the residents yard that live on Pine Street.



Request for City Council Action

Consent Agenda Item: Police Department Promotion
Date: 06/06/2017

Subject: Promotion
Department: Police Department
Presented by: Chief R.K. Powell
Presentation: Consent Agenda

Issue Statement

This is a request to promote one officer from the rank of Police Officer I (PO I) to Police Officer II (PO II), moving from pay grade 16 to pay grade 17. Under the Town's Employee Handbook, all promotions to a higher pay grade will be accompanied by an increase to the next pay grade minimum salary or a 5% increase, whichever is greater.

Financial Impact

This salary increase will be covered by the Police Department's current budget and will not require a budget amendment to the current salary line item. In this case the required salary increase for the current budget year will be \$ 154.41 (annually starting next year \$1502.42).

Action Needed

This Officer has followed the attached career ladder policy previously approved by the Council found in the support documentation and has earned the promotion. The Police Chief recommends this promotion and a five percent salary increase, moving him to the next pay grade in the current Town salary schedule.

Recommendation

It is requested this Officer be allowed this promotion

Approved: City Manager City Attorney

- Attachments:
1. Chapter 500 Personnel Policy 504: Promotions & Career Development
 2. Training Record



Chapter 500
Personnel Policy 504: Promotions & Career Development
Effective Date: January 1, 2014 Revised Date: September 1, 2015
Approved by: Chief Michael L. Scott

Michael L. Scott

I. POLICY STATEMENT

It shall be the policy of the Department to select the most qualified candidates to fulfill the duties and responsibilities of each position within the agency. All aspects of this policy are in keeping with the Department's goals as an equal opportunity employer.

II. COMMENTARY

The purpose of this directive is to establish guidelines for the administration of the Department's promotion process.

A career ladder program will provide for the advancement of police officers who demonstrate increasing levels of knowledge, skills, and abilities. Advancement and promotional processes will be administered fairly and impartially, using testing and evaluation mechanisms that evaluate past performance as well as future potential through the use of job-related criteria.

III. PROCEDURES

A. Administration

1. The Smithfield Police Department is responsible for the administration of the promotion process. When deemed necessary, assistance may be utilized from other entities within or outside of Town government.
2. The Chief of Police has the authority and responsibility for administering the Department's promotion process. All promotional materials will be maintained and secured in the Chief's office.
3. Responsibilities of the Chief of Police include:
 - a) Maintaining authority over all phases of the process
 - b) Determining the skills, knowledge, and abilities required for each position
 - c) Initiating promotional processes on an as-needed basis
 - d) Selecting a candidate for promotion at the completion of the process

4. The Chief of Police may delegate selected duties to other Departmental employees to facilitate the promotional process.

5. When it is deemed in the best interest of the Department, the Chief of Police may waive any of the prescribes qualifications or eligibility requirements, except those established by the North Carolina Criminal Justice Education and Training Standards Commission or other legal authority.

B. Vacancy Announcements

1. Prior to the commencement of any promotional process, the Department will post written notices announcing the following information:

- a) Description of the position to be filled;
- b) Description of eligibility requirements;
- c) Closing date

2. Personnel eligible to participate in the promotional process will submit a letter of intent through the chain of command to the Chief of Police. The candidate's supervisor and each person in the chain of command will indicate approval or disapproval of the candidate's suitability to participate in the process. Disapprovals must be justified in writing and forwarded to the Chief of Police.

3. Once the application period for the given position has been officially closed, all eligible applicants who meet the minimum requirements for the position will be considered for the Department's promotional process. The Chief of Police or designee will ensure the eligibility of the applicants prior to the beginning of the promotion process.

4. When deemed necessary, the Chief of Police has the authority to order a written test for any promotional process. Written tests given will be standardized, validated, and approved by the Town Human Resources Department.

5. An officer who is not recommended for promotion by his/her supervisor will receive a written recommendation for improvement and a follow-up date for review by the supervisor. The officer has the right to appeal through the appropriate chain of command to the Chief of Police.

C. Promotional Procedures

1. Chief of Police or designee will conduct a review of applicable Human Resources and Departmental personnel records in order to evaluate the promotional potential of the candidates. This review serves to verify law enforcement credentials, certifications, and work performance history of the applicants to ensure that the minimum qualifications have been met for each applicant. Candidates are not ranked at this point of the process; however, candidates who do not meet all the preferred qualifications for the position may be eliminated at this stage of the process. Candidates are ranked according to their promotional potential only at the completion of the assessment center phase of the promotion process.

2. The promotional process will consist of an assessment designed to measure each candidate's ability to perform the specific job; The assessment will evaluate each candidate's performance in handling job-related problems and situations through specially-developed simulation exercises; Promotional assessments may include, but are not limited to, written projects, oral presentations, oral interviews, conflict role plays, and counseling role plays.
3. Prior to each promotional process, promotional procedures will be reviewed to determine current applicability. A description of the selection process will be provided to each candidate.
4. The Chief of Police will evaluate the Department's promotional process as needed. The process will be evaluated for validity and effectiveness. All components of the promotion process will be job related and non-discriminatory. Tests used in the process will be purchased from a commercial vendor that have completed validity studies for job relatedness and non-discriminatory practices.
5. For general promotional purposes, lateral entry from other agencies for supervisory positions will not be commonly practiced. However, prior experience at another law enforcement agency may be used toward meeting the requirements for a higher level position after initial entry requirements (including probationary period) are met. Prior experience with another agency will be assessed and a lateral-entry candidate's eligibility for hire above the classification of entry level officer will be evaluated by the Chief of Police on a case-by-case basis. (Exception to this is the position of Chief of Police and any other senior management positions as determined by the Town Manager).
6. Newly hired and newly promoted personnel will serve a probationary period of six months as required by the Town of Smithfield *Personnel Policy*. An evaluation of performance will be conducted after the completion of six months for newly promoted personnel. Newly hired personnel will be evaluated in accordance with Departmental standards.

D. Minimum Qualifications for Promotion

1. Sergeant

To be eligible for promotion to the position of Sergeant, candidates must:

- a) Have served as a Police Officer II for two years;
- b) Have completed a total of 172 training hours;
- c) Within 12 months of promotion to Sergeant, an officer must complete First Line Supervision;
- d) Have been awarded the Intermediate Law Enforcement Certificate by the North Carolina Criminal Justice Education and Training Standards Commission;
- e) Have received a rating of "Better than Satisfactory" or higher on the last two annual performance appraisals or a rating of "Outstanding" on the last annual performance appraisal;
- f) The effect of disciplinary action on eligibility for advancement is at the supervisor's discretion.

2. Lieutenant

To be eligible for promotion to the position of Lieutenant, candidates must:

- a) Have served as a Sergeant for two years;
- b) Have completed a total of 80 hours of Management/Supervision Training;
- c) Have been awarded the Intermediate Law Enforcement Certificate by the North Carolina Criminal Justice Education and Training Standards Commission;
- d) Have received a rating of "Better than Satisfactory" or higher on the last two annual performance appraisals or a rating of "Outstanding" on the last annual performance appraisal;
- e) The effect of disciplinary action on eligibility for advancement is at the supervisor's discretion.

3. Captain

To be eligible for promotion to the position of Captain, candidates must:

- a) Have served as a Lieutenant with the Smithfield Police Department for two years;
- b) Have been awarded the Advanced Law Enforcement Certificate by the North Carolina Criminal Justice Education and Training Standards Commission;
- c) Have received a rating of "Better than Satisfactory" or higher on the last two annual performance appraisals or a rating of "Outstanding" on the last annual performance appraisal;
- d) The effect of disciplinary action on eligibility for advancement is at the supervisor's discretion.

7. Newly hired and newly promoted personnel will serve a probationary period of six months as required by the Town of Smithfield *Personnel Policy*. An evaluation of performance will be conducted after the completion of six months for newly promoted personnel. Newly hired personnel will be evaluated in accordance with Departmental standards.

E. Review and Appeal

1. Within (5) working days of the conclusion of a promotional process, candidates may review their performance results in each element of the promotional process to include:

- a) Review of the answer key to any written exams administered, unless prohibited by the leaseholder of the test
- b) Review of the written results of scored elements of the selection process
- c) Review of reports/materials used in the selection process

However, in accordance with NCGS 160A-168(C1), testing or examination materials may be withheld from disclosure to the employee or other persons if the material was used solely to determine qualifications for promotion and in the opinion of the agency the disclosure of such material would compromise the objectivity or the fairness of the testing or examination process.

2. Candidates may contest any results filed by requesting a meeting with the Chief of Police or designee administering the process. The Chief of Police or designee will conduct a review of the report(s) and discuss findings with all staff in the supervisory chain of command.

3. The Chief of Police or designee will inform the contesting employee of the final decision at the completion of the review.

4. If an employee feels that fair treatment has not been received during any portion of the promotional process, he/she is urged to use the Department's grievance procedures contained in Policy 507.

F. Career Ladder

1. The career ladder program will include the following classifications.

- a) Police Officer I
- b) Police Officer II
- c) Master Police Officer

2. Each level in the career ladder will have certain minimum requirements necessary to qualify for advancement or promotion to the next level. Upon fulfilling the requirements necessary for advancement to Police Officer II and Master Police Officer the officer will submit a memorandum to the Chief of Police containing the following information:

- a) Hire date
- b) Date of last advancement, if applicable
- c) Level of education
- d) Complete list of required classes and dates attended
- e) Date awarded applicable law enforcement certificate(s)

3. This memorandum must be endorsed by the officer's Team Commander and the appropriate Division Commander. The Division Commander will forward the memorandum to the Chief of Police after having verified the information contained therein.

4. An officer who is not recommended for advancement will receive a written recommendation for improvement and a follow-up date for review by the supervisor. The officer has the right to appeal through the appropriate chain of command to the Chief of Police.

5. After consideration of all factors deemed relevant by the Chief of Police, the officer will be notified of the advancement decision within 30 days following receipt of the memorandum by the Chief of Police.

G. Minimum Qualifications for Advancement

1. Police Officer I

Entry-level candidates must:

- a) Meet the basic requirements established by the North Carolina Criminal Justice Education and Training Standards Commission
- b) Meet minimal requirements for employment with the Town of Smithfield as set forth in the Town of Smithfield Personnel Policy
- c) Appear before a Department review board made up of officers selected by the Chief of Police
- d) Pass an extensive background investigation and successfully complete a psychological evaluation, physical examination, drug test, and polygraph examination

All finalists will be interviewed by the Chief of Police. Within the first two years of employment, officers are required to attend the following classes after completing Field Training:

- a) Officer Survival (minimum 24 hours)
- b) Standardized Field Sobriety Testing
- c) Public Speaking

2. Police Officer II

To be considered for advancement to Police Officer II, candidates must:

- a) Have completed the following time in grade as a Police Officer I, based on level of education:

No Degree -3 years as a Police Officer I

Associate Degree - 2 years as a Police Officer I

Bachelors Degree - 1 year as a Police Officer I

An officer with a minimum of five years full-time previous law enforcement experience with another agency will be eligible for advancement to Police Officer II after one year of service with the Smithfield Police Department, provided that all other requirements for Police Officer II are met.

- b) Have completed a total of 160 training hours, including:
 - 40 hours of Community Policing Training
 - 40 hours of Traffic Enforcement Training
 - 40 hours of Investigations Training
 - 40 hours of training in any law enforcement topic

- c) Have been awarded the Basic Law Enforcement Certificate by the North Carolina Criminal Justice Education and Training Standards Commission
- d) Have received a rating of "Satisfactory" or higher on the last annual performance appraisal
- e) The effect of disciplinary action on eligibility for advancement is at the supervisor's discretion.

3. Master Police Officer

To be considered for advancement to Master Police Officer, candidates must:

- a) Have served as a Police Officer II for two years

An officer with a minimum of five years previous full time law enforcement experience with another agency will be eligible for advancement to Master Police Officer after one year of service with the Smithfield Police Department as a Police Officer II, provided that all other requirements for Master Police Officer are met.

- b) Have completed a total of 280 training hours, including:

40 hours of Management/Supervision Training

80 hours of Community Policing Training (includes 40 hours as Police Officer II)

160 hours of training in any law enforcement topic

- c) Have been awarded the Intermediate Law Enforcement Certificate by the North Carolina Criminal Justice Education and Training Standards Commission
- d) Have received a rating of "Better than Satisfactory" or higher on the last two annual performance appraisals or a rating of "Outstanding" on the last annual performance appraisal
- e) The effect of disciplinary action on eligibility for advancement is at the supervisor's discretion.

Name: Galindo, G.J.

Social Security No.:

Date of Birth:

Date of Employment:

SMITHFIELD POLICE DEPARTMENT
TRAINING RECORD

| COURSE TITLE | LOCATION | COURSE LENGTH | DATE COMPLETED |
|---|--|---------------|----------------|
| Community Policing | Wilson CC | 8 hours | 11/13/2013 |
| Crisis Intervention Training | Fayetteville Tech | 40 hours | 02/28/2014 |
| Ground Defense Training | Wilson CC | 40 hours | 03/12/2014 |
| Verbal Judo: Tactical Communication for the CJ Professional | NC Justice Academy | 24 hour | 05/30/2014 |
| Close Quarters Combative | Wake Tech | 16 hours | 06/04/2014 |
| General Inquiries | DCI | | 02/11/2015 |
| JMST: A Juvenile-Now What? | JCC | 2 hours | 03/12/2015 |
| Legal Update | JCC | 4 hours | 03/12/2015 |
| Law Enforcement Intelligence Update | JCC | 2 hours | 04/14/2015 |
| Domestic Violence: Teen Dating Violence | JCC | 2 hours | 04/14/2015 |
| Missing and Abducted children | JCC | 2 hours | 04/16/2015 |
| Firearms Qualification | JCC | 4 hours | 04/29/2015 |
| Firearms Qualification | Department | 6 hours | 04/29/2015 |
| Officer Safety: Use of Force Overview | JCC | 4 hours | 05/12/2015 |
| Active Shooter Overview | JCC | 2 hours | 05/12/2015 |
| Law Enforcement Training-A Common Purpose | JCC | 8 hours | 06/10/2015 |
| CJLeads | NC Office of Information Technology Services | 4 hours | 06/24/2015 |
| Bloodborne Pathogens | On-Line | 3 hours | 08/27/2015 |

| | | | |
|--|----------------------|-----------|------------|
| | | | |
| NHTSA/DWI Detection and Standardized Field Sobriety Testing | GHSP | 32 hours | 08/20/2015 |
| Intoximeter Permit | | | 02/01/2016 |
| Radar Operator Certification course | Wake Tech | 40 hours | 03/04/2016 |
| Legal Update | Pitt Community | 4 credits | 04/06/2016 |
| JMST: The Color of Justice | Pitt Community | 2 credits | 04/06/2016 |
| Human Trafficking Awareness | Pitt Community | 2 credits | 04/06/2016 |
| Firearms Training (Classroom Only) | JCC | 4 hours | 04/14/2016 |
| Taser Refresher | JCC | 2 hours | 04/14/2016 |
| NC Firearms Laws: Citizens and Guns | On-Line | 2 hours | 07/05/2016 |
| Law Enforcement Intelligence Update | On-Line | 4 hours | 07/05/2016 |
| Leadership: Modeling Appropriate Behavior (Law Enforcement) | On-Line | 2 hours | 07/05/2016 |
| Recovery of Mobile Devices and Preservation of Electronic Evidence | On-Line | 2 hours | 07/05/2016 |
| Basic Interview and Interrogation | Wilson Comm. College | 40 hours | 01/27/2017 |
| General Inquiries | DCI | | 01/31/2017 |
| Field Training Officer | Justice Academy | 40 hours | 02/17/2017 |
| Officer Safety/Readiness Training | Justice Academy | 45 hours | 04/28/2017 |
| | | | |
| | | | |

Signature of Training Officer

Date



Request for City Council Action

**Consent
Agenda
Item:** **Advisory
Board
Recommendation**

Date: 06/06/2017

Subject: Advisory Board Appointments
Department: General Government
Presented by: Shannan Williams
Presentation: Consent Agenda

Issue Statement

The Town Council is asked to make a recommendation to the Johnston County Board of Commissioners to reappoint Ashley Spain to serve on the Planning Board as an ETJ Member.

Financial Impact

N/A

Action Needed

The Town Council is asked to make a recommendation to the Johnston County Board of Commissioners to reappoint Ashley Spain to the Planning Board as an ETJ Member.

Recommendation

Recommend to the Johnston County Board of Commissioners to reappoint Ashley Spain to serve as an ETJ member of the Town of Smithfield's Planning Board.

Approved: City Manager City Attorney

Attachments:

Ashley Spain – Board Application



Staff Report

**Consent
Agenda
Item** **Advisory Board
Recommendation**

Article 3, Section 3-1 of the Town of Smithfield’s current Unified Development Ordinance states the Planning Board shall consist of seven members and two alternate members. Five members and one alternate member shall be citizens and residents of the Town and shall be appointed by the Town Council. Two members and one alternate member shall be citizens and residents of the Extraterritorial Jurisdiction (ETJ) of the Town as described in NCGS 160A-360 and shall be appointed by the Johnston County Board of Commissioners.

Ashley Spain currently serves as an ETJ member. His second term is set to expire on June 30, 2017.

The Town has received an application from Mr. Spain for consideration to be reappointed to the Planning Board.

Council is asked to consider this application and make a recommendation to the Johnston County Board of Commissioners to reappoint Ashley Spain to a three year term on the Town of Smithfield’s Planning Board as .



Town of Smithfield
Board, Commission, or Committee
Application

Name: Spain Ashley L
Home Address: 1749 Yelverton Grove Rd Smithfield NC 27577
Business Name & Address: Spain Farms Nursery
Telephone Numbers: (Home) (Mobile) 919-524-6922 (Email) spainfarms1@nc.rr.com

Please check the Board(s) that you wish to serve on:

- Appearance Commission
Board of Adjustment In Town Resident
Board of Adjustment ETJ Member
Historic Properties Commission
Library Board of Directors
Parks/Recreation Advisory Commission
Planning Board In-Town Resident
Planning Board ETJ Resident
Other:

Interests & Skills: Hunting, Fishing, Equipment operations

Circle highest level of education completed: (High School) 10 11 12 GED College 1 2 3 4 5 6

Recent Job Experiences: NC Forest Service Forest Fire Equipment operator, OWNER Spain Farms Nursery - dirt pit solid waste disposal site, Grass mowing for Solar Company

Civic or Service Organization Experience: None

Town Boards previously served on and year(s) served: Planning Board 6 yrs.

Please list any other Boards/Commissions/Committees on which you currently serve: Fire Tax Board

Why are you interested in serving on this Board/Commission/Committee? To be able to help
Smithfield grow in a responsible manner
Understand how town Gov. is run

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes No If yes, please explain disposition: _____

Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Smithfield Town Council? Yes No If yes, please explain: _____

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate and if necessary. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/Committee. I understand regular attendance to any Council Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less than the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee, it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Printed Name: Ashley Spain
Signature: Ashley Spain Date: 5-8-17

Return completed for to:
Shannan Williams
Town Clerk
P. O. Box 761
Smithfield, North Carolina 27577
Phone: (919) 934-2116 Fax: (919) 989-8937 E-Mail: shannan.williams@smithfield-nc.com

**Applicants are required to be a resident of the Town of Smithfield for In-Town positions
and within the Town's ETJ for ETJ positions**



Staff Report

**Business
Agenda
Item:** **New
Hire /
Vacancy
Report**

Date of Meeting: June 06, 2017

Date Prepared: May 31, 2017

Staff Work By: Tim Kerigan, HR Director

Background

Per Policy, upon the hiring of a new or replacement employee, the Town Manger or Department Head shall report the new/replacement hire to the Council on the Consent Agenda at the next scheduled monthly Town Council meeting.

In addition, please find the following current vacancies:

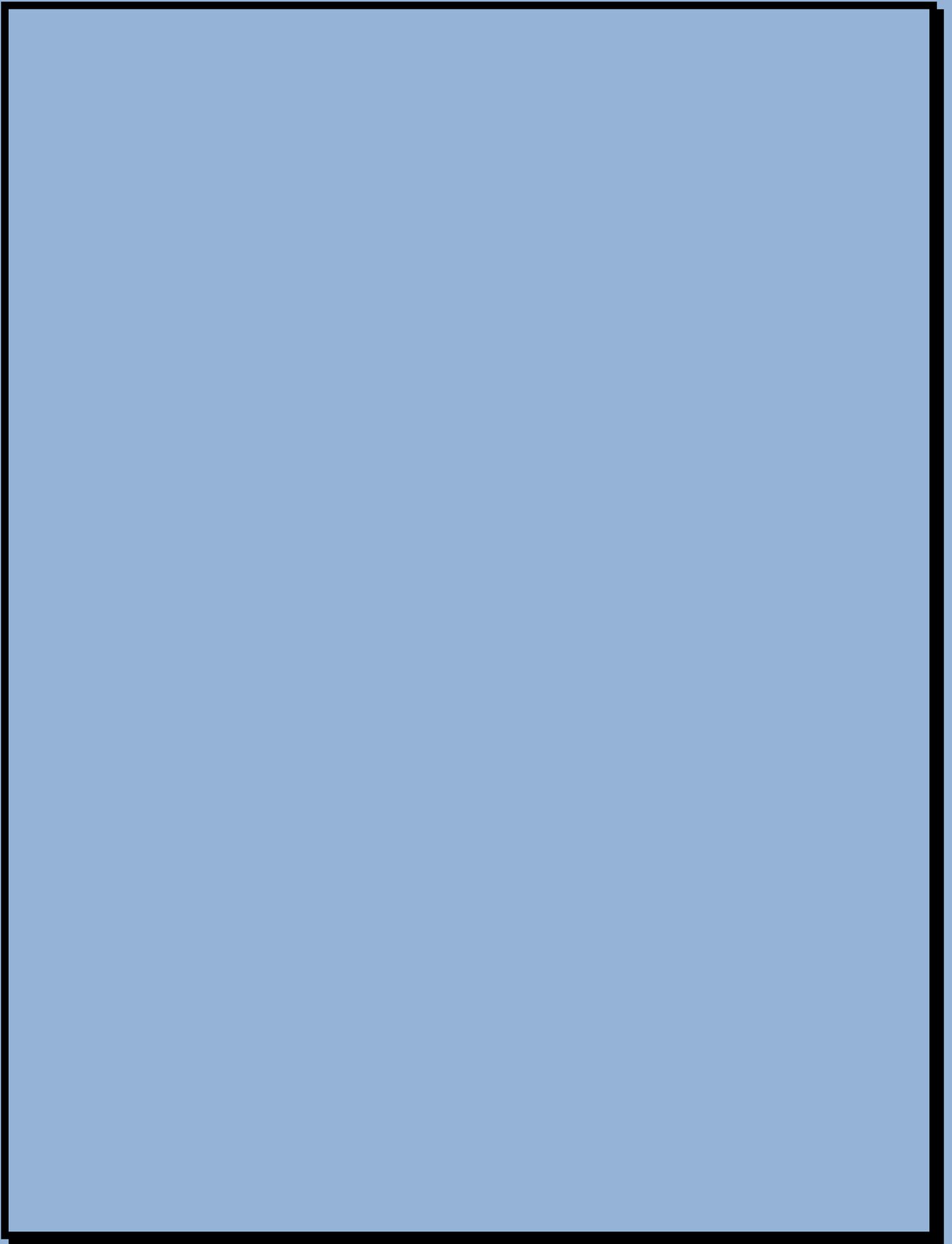
| <u>Position</u> | <u>Department</u> | <u>Budget Line</u> |
|----------------------------|-------------------|--------------------|
| Police Officer | Police | 10-5100-0200 |
| Sanitation Equip. Operator | PW – Sanitation | 10-5800-0200 |
| Planning Director | Planning | 10-4900-0200 |

Action Requested

The Town Council is asked to acknowledge that the Town has successfully filled the following vacancies in accordance with the Adopted FY 16-17 Budget.

| <u>Position</u> | <u>Department</u> | <u>Budget Line</u> | <u>Rate of Pay</u> |
|------------------------------|-------------------|--------------------|-------------------------------|
| Firefighter I | Fire | 10-5300-0200 | \$15.18/hr (\$33,153.128/yr.) |
| Facility Maint Specialist II | P&R | 10-6200-0200 | \$11.86/hr. (\$24,668.80/yr.) |
| Summer Camp Counselor | P&R | 10-6220-0230 | \$9.00/hr. |
| Summer Camp Counselor | P&R | 10-6220-0230 | \$10.00/hr. |
| P/T SRAC Receptionist | P&R | 10-6220-0210 | \$9.00/hr. |

Business Items





Request for City Council Action

Business **Community**
Agenda **Survey**
Item: **Selection**
Date: 06/06/2017

Subject: Consideration to Approve Community Survey

Department: General Government

Presented by: Stephen Walker

Presentation: Business Agenda

Issue Statement: Consider approving a community survey. An estimate request was sent to several companies that specialize in conducting such surveys. Staff recommends awarding the contract to ETC Institute.

Financial Impact: \$18,770 for FY16-17 Budget.

Action Needed:

Consider approving **the staff's** recommendation to employ ETC Institute **for the Town's** Community Survey.

Recommendation: It is the **staff's** recommendation that ETC Institute be awarded a contract to conduct a community survey

Approved: City Manager City Attorney

Attachments: Staff Report and Presentation



Staff Report

**Business Contract of
Agenda Community
Item: Survey**

The City Manager has expressed his interest in conducting a Community Survey. An estimate request was e-mailed to several firms that have conducted similar surveys for other local municipalities. One exception to the e-mail requests was the National Research Center. The National Research Center has an itemized cost of services list **on the agency's** website.

After a comparison of four estimates, ETC Institute provided an estimate of \$18,770. After evaluating the estimates, ETC Institute appears to be the least expensive option. Several communities throughout North Carolina have contracted ETC Institute, to complete similar surveys. Local municipalities that have recently contracted ETC Institute include Raleigh, Durham, Wilmington, and **Fayetteville**. **ETC Institute's** surveys compile analytical data in an easy to comprehend format. Below is a list of the agencies that were contacted, and the estimate that was provided.

An itemized estimate from ETC Institute has been provided. According to the estimate, 400 surveys would cost \$15,520. Cross-tabulations of demographic groups compared to other variables would cost an additional \$1,500.00. An on-site presentation will cost \$1,750. The total cost of the ETC Institute survey is \$18,770.

The survey can be financed by the contingency line from the General, Water and Sewer, and Electric funds. Currently, the General Fund has \$123,432 the Water and Sewer Fund has \$105,231, and the Electric Fund has \$303,502 in contingency, for the remainder of the fiscal year. \$6,256.67 can be taken from each account to fund the project.

| | Estimate | Cross Tabulations | Additional Fees | Presentation |
|--------------------------|------------------------|-------------------|-----------------|--------------|
| National Research Center | \$14,265 | | \$5,760 | |
| Decision Analyst | \$ 20,000- \$25,000 | | | |
| BKL Research | \$19,850 | | | |
| ETC Institute | \$15,520 | \$1,500 | | \$1,750 |



Request for City Council Action

Consent **Railroad**
Agenda **Quiet**
Item: **Zone**
Date: 06/06/2017

Subject: Railroad Quiet Zone
Department: General Government
Presented by: Michael Scott, Town Manager
Presentation: Consent

Issue Statement:

A local developer and land owner has requested that the Town research the possibility of having a quiet zone through the railroad crossing located at Peedin Road.

Financial Impact:

Staff Time

Action Needed:

Approve the staff to work with the railroad, CSX, and the local developer/land owner to evaluate the feasibility of creating a quiet zone across the Peedin Road railway crossing.

Recommendation:

Approve the investigation.

Approved: City Manager City Attorney

Attachments:

Staff Report



Staff Report

Consent **Railroad**
Agenda **Quiet**
Item: **Zone**

A local land owner and developer owns land adjacent to Venture Drive and Magnolia Drive. The developer has requested the Town of Smithfield make application to CSX to create a quiet zone, an area where the CSX railroad will not blow its horn, through the area of the Peedin Road Crossing. There is no cost to the Town to make this application. Currently the railroad crossing at the Peedin Road location is of a type that might allow for a quiet zone to be created. A quiet zone must be a minimum of one-half mile in length as measured along the railroad track. It appears there is this distance between the Peedin Road Crossing and the nearest railroad crossing at Lee Street. It is also possible additional equipment or the relocation of equipment may be necessary to meet the requirements of a quiet zone. The cost of any required changes would be brought back to Council for approval. Only a government entity can make application for a quiet zone.

Town Staff is willing to work with the local developer and CSX to determine if a quiet zone is feasible and affordable. Prior to making this determination, an application must be filed with CSX so additional investigation can be completed.



Request for City Council Action

**Business
Agenda
Item:** NCDOT
Purchase of
Ava Gardner
Blvd.
Date: 06/06/2017

Subject: Offer to Purchase Ava Gardner Blvd. from NCDOT
Department: Administration
Presented by: Michael Scott & Paul Embler
Presentation: Business Agenda

Issue Statement NCDOT has extended an offer to purchase Ava Gardner Blvd. right of way and roadway improvements as part of the Booker Dairy Road Extension Project U-3334B-038

Financial Impact The Town of Smithfield will receive \$620,450.00 in compensation for the sale of Ava Garner Blvd.

Action Needed The Town Council needs to adopt a resolution authorizing the acceptance of NCDOT offer to purchase and authorize the Mayor/Manager to sign the document on behalf of the Town of Smithfield.

Recommendation Staff based on review of NCDOT's offer to purchase and associated appraisal by the Town Attorney and a review by an independent appraiser recommends the Town Council to accept the offer.

Approved: City Manager City Attorney

Attachments: Offer to Purchase and Appraisal



Staff Report

**Business
Agenda
Item:** **NCDOT
Purchase of
Ava Gardner
Blvd.
06/06/2017**

On May 23, 2017 staff received via email and offer to purchase Ava Gardner Blvd. from NCDOT. NCDOT is offering \$620,450.00 for approximately 1.4 acres of land with associated roadway improvements. The appraisal was forwarded to the Town Attorney for review. The Town Attorney then engaged an appraiser to review the appraisal and the offer to purchase. The recommendation from the Town Attorney is to accept the offer to purchase. The monies offered for the land are comparable to recent property sales and the monies offered for roadway improvements are well within acceptable industry standards for the cost of roadway construction.

North Carolina Department of Transportation-Right of Way Unit REVIEW CERTIFICATION

TIP/Parcel No.: U-3334B/038 WBS Element: 34929.2.5 County: JOHNSTON
 Owner(s): Town of Smithfield, A Municipal Corporation in Johnston County, NC FedAid Project: STP-1923(12)

I HEREBY CERTIFY THAT, to the best of my knowledge and belief the facts and data reported by me and used in the review process are true and correct.

I understand that this estimate of value is to be used in connection with a highway project and/or NCDOT Real Estate transaction.

The analyses, opinions, and conclusions in this **Review Report** are limited only by the critical assumptions and limiting conditions stated in this **Review Report** and are my personal, unbiased professional analyses, opinions, and conclusions.

I have no direct or indirect, present or prospective interest in the subject property or in any benefit from the acquisition of the subject property and I have no personal interests or bias with respect to the parties involved.

I have , have not , performed ANY appraisal and ANY other services as an appraiser or any other capacity, regarding the property that is the subject of this appraisal within the three year period immediately preceding acceptance of this assignment.

My compensation is not contingent on an action or event resulting from the analyses, opinions, or conclusions in, or the use of, this **Review Report**.

My estimate of the value of all items which are Compensable under State law but not eligible for Federal Aid reimbursement is \$ 0

I personally inspected the subject parcel. I did did not personally inspect all sales/rentals considered to be comparable to the subject parcel.

My analyses, opinions, and conclusions were developed and this **Review Report** was prepared in compliance with NCDOT Real Estate Appraisal Standards and Legal Principles and the Uniform Standards of Professional Appraisal Practice. The appraisals in this assignment are to be made in accordance with all of the requirements set out in the NCDOT Real Estate Appraisal Standards and Legal Principles and the Uniform Standards of Professional Appraisal Practice and shall also comply with all applicable Local, State, and Federal laws, ordinances, regulations, restrictions and/or requirements; and any additions, revisions and/or supplements thereto. No one provided me with significant professional assistance with this **Review Report**.

My opinion of the difference, if any, in the "Market Value" of the entire tract **Before the Acquisition** and the "Market Value" of the remaining property immediately **After the Acquisition** is \$ 620,450, as allocated:

Allocation

Right Of Way \$ 436,700
 Permanent Easements \$ 0
 Temporary Easements \$ 150

| | |
|--------------------------------|-------------------|
| Total Value of Land Acquired | \$ <u>436,850</u> |
| Value of Improvements Acquired | \$ <u>176,400</u> |
| Damage to Remainder | \$ <u>7,200</u> |
| Benefits to Remainder | \$ <u>0</u> |
| DIFFERENCE | \$ <u>620,450</u> |



Donna Rodgers

REVIEW APPRAISER



04/21/2017

DATE OF CERTIFICATION

Un-Economic Remnant to the Owner is a Factor Yes No

Area 0.025 acre Amount \$ 250

Brad Ross

Administrative Approval

05/16/2017

DATE:

**North Carolina Department of Transportation
Right of Way Branch
Appraisal Summary Sheet**

1. TIP/Parcel No.: U-3334B / 038 WBS Element: 34929.2.5 County: Johnston

2. Owner(s): Town of Smithfield, A municipal Corporation in Johnston County, NC Fed Aid Project: STP-1923(12)

3. Plan Sheet No.: 11-12 Survey Stations: SS 117+00 to SS 128+00, SL L

| 4. Land Areas: | AREA LT. OF R/W | AREA IN R/W | AREA RT. OF R/W | TOTAL |
|-------------------------------------|-----------------|-------------|-----------------|----------|
| | 0.000-Ac | 1.426 Ac | 0.025-Ac | 1.451 Ac |
| 5. Less: Land Area in Existing R/W: | 0.000-Ac | 0.000-Ac | 0.000-Ac | 0.000-Ac |
| 6. Appraise Net Areas | 0.000-Ac | 1.426 Ac | 0.025-Ac | 1.451-Ac |

7. Easements:

| | | | | | |
|------|-----------------|------|-----------------|--------|-----------------|
| TCE: | <u>0.023</u> Ac | AUE: | <u>0.000</u> Ac | PDE: | <u>0.000</u> Ac |
| TDE: | <u>0.000</u> Ac | PUE: | <u>0.000</u> Ac | PCE: | <u>0.000</u> Ac |
| TUE: | <u>0.000</u> Ac | DUE: | <u>0.000</u> Ac | Other: | <u>0.000</u> Ac |

| 8. Improvements Lt. of R/W | Improvements to be Acquired | Improvements Rt. Of R/W |
|----------------------------|-----------------------------|-------------------------|
| None | Asphalt | None |
| | | |
| | | |

9. Rights and Interests to be Appraised: **Unencumbered Fee Simple Interest**
(Subject to Existing Easements and Restrictions as Affected by Highway Acquisition.)

10. Estimated "MARKET VALUE" of Property Immediately Before:

| | |
|-----------------|----------------|
| Land \$ | <u>444,300</u> |
| Improvements \$ | <u>176,400</u> |
| TOTAL \$ | <u>620,700</u> |

11. Estimated "MARKET VALUE" of Property Immediately After:

| | |
|-----------------|------------|
| Land \$ | <u>250</u> |
| Improvements \$ | <u>0</u> |
| TOTAL \$ | <u>250</u> |

12. "DIFFERENCE" Between Before and After Value (If Benefited, Type "BENEFITS") \$ 620,450

Charles Richard Birkholz December 14, 2016
Signed Date of Appraisal

Name: Charles Richard Birkholz #A4939 Phone: (919) 455-7309
Address: 324 S. Wilmington St, Suite 163
Raleigh, NC 27601
E-Mail Address: Richard@OakwoodValuation.com



TABLE OF CONTENTS

Appraisal Summary Sheet 1

Problem Identification3

Scope Of Work5

General Assumptions And Limiting Conditions.....6

Description And Analysis Of The Neighborhood And District.....7

Neighborhood Analysis 19

Description Of The Corridor.....22

Description Of The Improvements 24

Site Plan (Sheet 11).....25

Site Plan (Sheet 12).....26

Tax Information 27

Zoning Information.....28

Zoning Map.....29

Public And Private Restrictions 29

History Of The Property 30

Highest And Best Use.....30

Valuation Of The Corridor.....33

Cost Approach 34

Reconciliation And Final Value Estimate.....55

Description Of The Acquisition.....55

Description Of The Remainder And Effects Of The Acquisition.....56

Acquisition Map (Sheet 11).....57

Acquisition Map (Sheet 12).....58

Highest And Best Use Of The Remainder59

Valuation Of The Property - After The Taking59

Cost Approach – After59

Reconciliation And Final Value Estimate – After The Taking.....62

Difference In Before And After Values.....62

Photo Log.....65

Photographs Of Subject66

Addenda

- Allocation
- Photographs of Subject Property
- Qualifications of the Appraiser
- Certificate of Appraiser



PROBLEM IDENTIFICATION

Type of Appraisal:

This is an Appraisal Report as designated by the Uniform Standards of Professional Appraisal Practice (USPAP).

Identification of Client and Intended Users of the Appraisal:

The client is the North Carolina Department of Transportation (NCDOT) and/or its assigns. Intended users of the appraisal are the NCDOT and/or its assigns (including Right-of-Way Consulting Firms acting as agents to the NCDOT), the North Carolina Department of Justice, the Federal Highway Administration (FHWA), and the appropriate Trial Court and Jury.

Intended Use of the Appraisal:

The intended use of the appraisal is to assist in the acquisition of private property for public use under North Carolina eminent domain laws. The purpose of the appraisal is to estimate the market value of the property before and after the acquisition.

Identification of the Property to be Appraised:

The subject consists of a 1.451-acre tract of land improved with a transportation corridor abutting land zoned for commercial use. The subject is known locally as Ava Gardner Avenue. Additionally, the property is under the ownership of the Town of Smithfield. Given that the property is owned by a municipality, it does not have a physical address and has not been assigned a tax identification number. The property is irregular in shape and is generally located to the north of US 301/Bright Leaf Boulevard between several commercially improved and one large vacant commercial site.

Property Interest to be Appraised:

The property interest to be appraised is Fee Simple Interest.



Type and Definition of Value:

The type of value included in this appraisal report is Market Value. As defined in The Appraisal of Real Estate, Fourteenth Edition, market value is: “The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress.”

Because the subject consists of a transportation corridor, Across-the-Fence Value (ATF) is employed. The definition of ATF value is: “In corridor valuation, a value opinion based on comparison with adjacent lands including the consideration of adjustment factors such as market conditions, real property rights conveyed, and location.”¹

Appraisal Dates:

| | |
|--------------------|------------|
| Effective: | 12/14/16 |
| Inspection: | 12/14/16 |
| Report: | 04/17/2017 |

Existing Use of the Property and Use of the Property as of the Effective Date of Appraisal:

The property currently consists of a 1.451-acre tract of land improved with a public road (transportation corridor) known locally as Ava Gardner Avenue. The use of the property indicated in the appraisal is for continued corridor use.

¹ The Dictionary of Real Estate Appraisal (Sixth Edition), Appraisal Institute, Chicago, IL., 2015p. 3



SCOPE OF WORK

Extent of Inspection of the Property:

According to the NCDOT, the subject of this report includes a public roadway containing 1.451 acres known locally as Ava Gardner Avenue. According to the Summary Sheet, the property is owned by Town of Smithfield. The appraiser contacted Mr. Paul Embler (Planning Director for the Town of Smithfield) to arrange for an inspection. The subject was inspected on December 14, 2016, which shall also serve as the effective date of this report. The appraiser walked the entire parcel taking photos at various locations and noting the shape, topography, and abutting uses.

Type and Extent of Research Performed for the Highest & Best Use of the Property:

In preparing this appraisal report, the surrounding environment was identified including legal, economic, and physical characteristics that contribute to the highest and best use of the property and that have an impact on the value of the property. Because of the subject's unique use (transportation corridor), the appraiser consulted numerous sources and published articles found in the Appraisal Institute's Lum Library regarding corridor valuation. As will be presented, the most recognizable approach to valuing corridors is an "Across the Fence" or ATF valuation. An analysis of abutting uses and values were investigated as the basis for the subject's land value. After the valuation analysis, a Corridor Factor is applied which represents the value of the assembled corridor. As will be illustrated in the Highest and Best Use section to follow, greatest value is brought to the land with a corridor use.

Type and Extent of Analysis used to arrive at Value Conclusions:

The subject consists of transportation corridor (road) under the ownership of the Town of Smithfield. For a special purpose property such as the subject, the cost approach is utilized. Roadway corridors do not typically transact in the marketplace rendering the sales comparison approach as inapplicable. Additionally, this type of improvement does not typically generate income. Therefore, the income approach has been omitted. A sales comparison approach will be



employed as the basis for the underlying, "Across the Fence" land value. As noted, an ATF method of valuing the underlying land is the most recognizable approach to valuing a corridor which includes the application of a Corridor Factor to recognize the plottage associated with an assembled corridor. The valuation technique used within this report is a generally accepted appraisal method and produces a credible assignment result.

The proposed project will leave an exceeding small remainder. Because the remainder can no longer be used for corridor purposes and the size of the remainder offers nominal utility to an abutting property, damages are considered. In the after valuation, the per unit value is brought forward from the before analysis and adjusted to reflect damages arising from the taking.

GENERAL ASSUMPTIONS AND LIMITING CONDITIONS

Hazardous Material Statement

Unless otherwise stated in this report, the existence of hazardous material, which may or may not be present on the property, was not observed by the appraiser. The appraiser has no knowledge of the existence of such materials on or in the property. The appraiser, however, is not qualified to detect such substances. The presence of substances such as asbestos, urea-formaldehyde foam insulation or other potentially hazardous materials may affect the value of the property. The value estimate is predicated on the assumption that there is no such material on or in the property that would cause a loss in value. No responsibility is assumed for any such conditions, or for any expertise or engineering knowledge required to discover them. The client/property owner is urged to retain an expert in this field, if desired. That is, the subject property is appraised "as clean".

Americans with Disabilities Act

The appraiser has not made a specific compliance survey and analysis of the subject parcel to determine whether or not it is in conformity with the various detailed requirements of the American with Disabilities Act ("ADA"). It is possible that a compliance survey of the property together with a detailed analysis of the requirements of the ADA could reveal that the subject



parcel is not in compliance with one or more of the requirements of the Act. If so, this fact could have a negative effect upon the value of the property. Since the appraiser has no direct evidence relating to this issue, the appraiser did not consider possible non-compliance with the requirements of ADA in estimating the value of the subject.

Statement Regarding Prior Services

I/we have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding the acceptance of this assignment.

DESCRIPTION AND ANALYSIS OF THE NEIGHBORHOOD AND DISTRICT

In this section of the report, factors that directly or indirectly affect the economic viability of the subject area are examined. General location as well as employment, population and household growth trends, and income levels will be examined to provide an understanding of the economic/demographic characteristics of the area in which the subject is located.

Location

Specifically, the subject area is located in the Town of Smithfield, Johnston County, North Carolina. Smithfield is located roughly 30 miles to the southeast of downtown Raleigh and is considered to be a bedroom community for the larger metropolitan market. Johnston County is included in the Raleigh Metropolitan Statistical Area and, given Smithfield's proximity to both the Raleigh-Cary MSA and the Durham-Chapel Hill MSA, both are examined. Nationally, the larger market is known as "The Triangle."

The three cities of Raleigh, Durham and Chapel Hill are identified locally and regionally as the Triangle area, although nationally, the area is known mainly as Raleigh/Durham. The Raleigh/Cary and the Durham/Chapel Hill MSA's comprise the Triangle, and are located approximately 250 miles south of Washington, DC, 370 miles northeast of Atlanta, Georgia, and 150 miles west of the North Carolina coast. Its geographic location in the north-central portion of the state provides excellent access to other major markets, which contributes to the area's economic growth. This area analysis focuses primarily on the Triangle area, which includes Durham, Orange and Wake



Counties. Information will also be introduced regarding the Research Triangle Park, which has a substantial impact on the Triangle area economy and the subject. The Triangle has certain qualities that attract new businesses and motivate existing companies to expand including:

- Research Triangle Park and its concentration of technology related industries
- Well educated workforce and three major universities
- Central location in the Eastern United States
- High quality of life and lower cost of living
- Lower business costs compared to other major technology centers

Transportation

Highway System - The Triangle area has an excellent transportation system. Interstate highways serving the Triangle include Interstate 85 (north/south primarily, but running east/west with Interstate 40 between Greensboro and Durham), and Interstate 40 (east/west). Interstate 85 extends west of Durham to Greensboro/High Point and south to Charlotte, South Carolina and Atlanta. Interstate 85 also extends northward toward Richmond, Virginia. From Interstate 85 in Durham, the Durham East/West Expressway (State Highway 147) extends through the Research Triangle Park, connecting with Interstate 40. Interstate 40 crosses the entire State of North Carolina from Wilmington on the coast to the mountainous western border and extends westward to California. In the Triangle area, the highway links the Research Triangle Park, the Raleigh/Durham Airport, southern Raleigh, southern Durham, and Chapel Hill. Major thoroughfares serving the area include I-40, US 1, US 64, NC 54, NC 55, and the northwest and northeast quadrants of the I-540 Loop that has been completed. The southern end of the loop, proposed to connect Garner with Holly Springs, has been under scrutiny. Two routes have been proposed, and both are under protest. One would affect an endangered Mussel that inhabits the area, and the other would travel through the middle of town. Lawmakers have since approved a measure to allow the road to travel through the middle of town, but a resolution has not been made.

Raleigh/Durham International Airport (RDU) - The main airport serving the Triangle area is Raleigh/Durham International Airport (RDU). Located between Raleigh and the Research



Triangle Park, the airport has excellent access along a recently opened roadway system from Interstate 40. On January 24, 2011, the second phase of Terminal 2 officially opened featuring an additional 15 shops and restaurants and a \$68 million-dollar modernization project in Terminal 1 began in July 2013. The turmoil in the airline industry has seen reductions in service at the smaller hubs like RDU. Even so, its presence and proximity to the subject area is a major benefit.

Economy/Employment

Since the mid-1980's, the Triangle area has been consistently touted as one of the fastest-growing markets in the country. As notable as the pace of its growth is, it is the character of that growth that is paramount in importance. Because of the business/industry profile in the Research Triangle region and the concentration of major universities and medical centers in the three-county area, the Triangle has the largest per-capita concentration of Ph.D. scientists, physicians and engineers among the 100 largest metropolitan areas in the nation. Area schools graduate about 12,000 students annually creating a supply of educated employees for local employers. These institutions are primarily Duke University in Durham, the University of North Carolina in Chapel Hill, and North Carolina State University in Raleigh. Duke University, one of the nation's best-known private institutions, has a student body enrollment in excess of 14,000, and the teaching faculty numbers about 1,600. Graduate degrees are offered in many fields, including business, divinity, engineering, law, medicine, the sciences, and others. The University of North Carolina was the first state university in the country to accept and graduate students. UNC is comprised of 14 colleges and schools, including more than 70 traditional academic departments and numerous affiliated institutes and organizations. The university's student body numbers over 29,000, with a full-time faculty of more than 2,300. N.C. State University is one of the nation's major public universities with a student enrollment of approximately 32,000 and over 2,000 faculty members. NCSU is particularly noted for its engineering, design, and textile colleges. The university offers 115 undergraduate, 169 masters, 61 doctoral fields, and a doctor of veterinary medicine degree. The combined enrollment for these three universities is in excess of 75,000.

In recent years, the Raleigh/Durham region has received a lot of favorable national attention. Magazines, newspapers, and business organizations have praised the area for its excellent overall



business climate, for its high quality of life, for its relatively low cost of living, and for being one of the best places in the country to start and relocate a business.

Research Triangle Park - The economic engine that tends to influence all sectors of the Triangle economic base is the Research Triangle Park (RTP), which grew out of a cooperative effort by the three major universities in the Triangle area. Founded in 1959, the Research Triangle Park is the earliest and largest planned research-oriented industrial park in the world. It is centrally located within 15 miles (15 to 20 minutes driving time) of each of these major cities and universities and contains 7,000 acres. Park tenants are a very select group of firms engaged in research and development and/or scientifically oriented production. More than 130 private, governmental and non-profit organizations employ nearly 50,000 people in the Triangle area.

U.S. Government research facilities, including the Environmental Protection Agency and the National Institute of Environmental Health Sciences, occupy about 10% of the Park's developed acreage. Special state-supported initiatives such as the Microelectronics Center of North Carolina, the Supercomputing Center, and the North Carolina Biotechnology Center are also located in the park. The largest private company in the Park is IBM Corporation, which has a 500-acre campus and 5.5 million square feet of buildings in the RTP, as well as a 700-acre complex just east of the park, and other facilities in Raleigh and elsewhere in the Triangle area.

There are about 15.8 million square feet of building space in the Park. Most of the developed portion of the Research Triangle Park is in Durham County. In 1993, the Research Triangle Park opened 2,300 acres for new development, of which 1,800 acres are in Wake County. Electronics/software development represents the largest sector (37%), followed by telecommunications (29%), healthcare (12%), environmental sciences (10%), and biotechnology (5%). Major tenants include IBM, GlaxoSmithKline, Nortel, and the U.S. Environmental Protection Agency.

Trends in Labor Force and Unemployment Rates – The Triangle area provides employment for over 95 percent of its residents who seek work. The stable employment base, anchored by universities, medical centers, and government jobs, has resulted in unemployment trends that have smoother peaks and valleys than the state and national rates.



Unemployment rates in the Raleigh/Cary and Durham/Chapel Hill MSA’s have remained low for several years and have consistently been below the state and national averages. However, volatility in the housing and financial markets nationwide has been well documented and the MSA’s are feeling this contraction. For the Raleigh/Cary and the Durham/Chapel Hill MSA’s, the unemployment rates have continued to drop since their respective peaks in 2010. As of June 2016, unemployment rates for the Triangle MSA’s continued to outperform state and national averages. Johnston County has seen slightly higher unemployment numbers over the charted period relative to the Raleigh-Cary and Durham-Chapel Hill MSA’s yet has, historically, outperformed state averages.

| UNEMPLOYMENT RATES | | | | | | | | | | | |
|--|------|------|------|-------|-------|-------|------|------|------|------|-------|
| Metro Area | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016* |
| USA | 4.6% | 4.6% | 5.8% | 9.7% | 9.1% | 8.3% | 8.1% | 7.4% | 6.2% | 5.3% | 5.0% |
| North Carolina | 4.8% | 4.8% | 6.3% | 10.5% | 10.9% | 10.5% | 9.5% | 8.0% | 6.1% | 5.3% | 5.3% |
| Johnston County | 4.0% | 4.1% | 5.7% | 9.9% | 9.9% | 9.5% | 8.4% | 7.0% | 5.6% | 5.2% | 5.2% |
| Ral-Cary MSA | 3.7% | 3.6% | 4.9% | 8.7% | 9.0% | 8.6% | 7.7% | 6.3% | 4.9% | 4.8% | 4.5% |
| Durham-Chapel Hill | 3.7% | 3.6% | 4.9% | 8.7% | 9.0% | 8.6% | 7.4% | 6.2% | 5.0% | 5.5% | 4.6% |
| Not Seasonally Adjusted. *Average Through June | | | | | | | | | | | |
| Source: Employment Security Commission | | | | | | | | | | | |

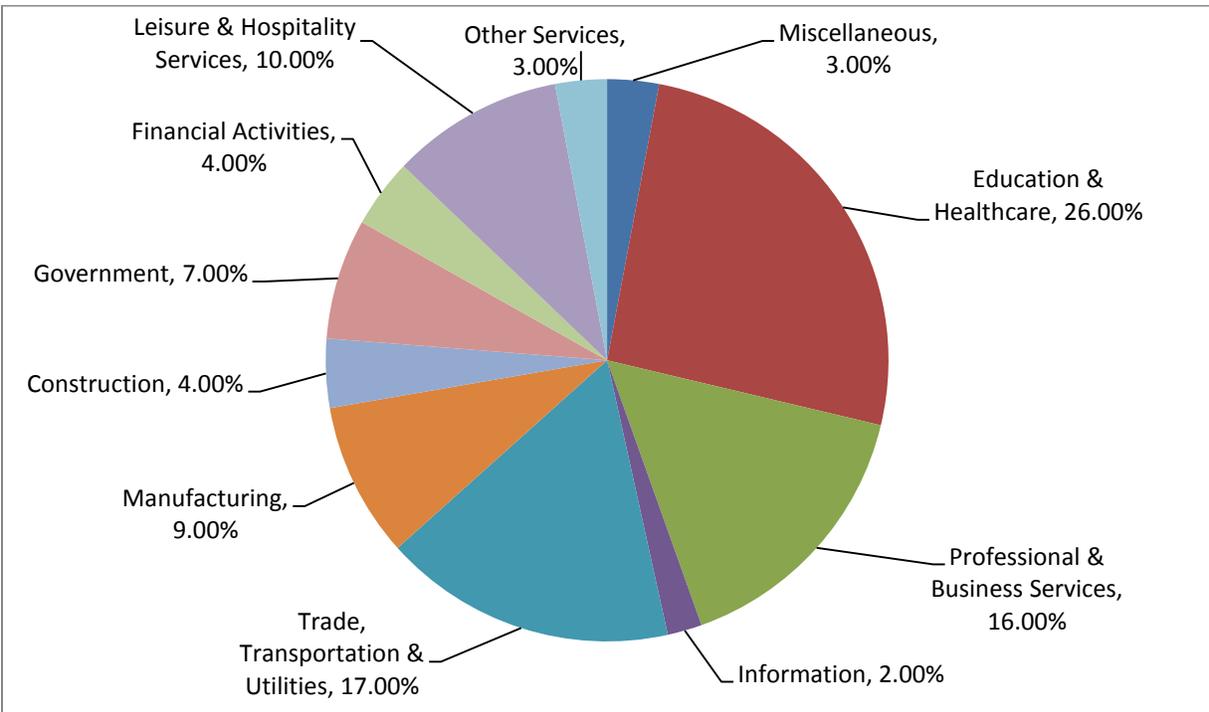
Employment growth is a vital component for continued population growth and demand for housing and services. While an average of about 25,000 new jobs per year had been added to the Triangle in the 1990’s, including a record 55,000 jobs in 1997, job growth has steadily declined before bottoming out in 2002. Since 2002, the MSA’s have seen modest gains in employment peaking at the end of 2006. 2009 saw a contraction with employment numbers plummeting and with the exception of Johnston County, that trend continued through 2010. Even so, the Triangle’s employment numbers fared better than the state average. 2011 through the latest period saw improved employment growth with numbers that continued to outpace state averages.



| Annual Average Employment (Total All Industries) | | | | | | | | | | | | |
|---|-----------------|-----------------|-------------|---------------|-----------------|-------------|------------------|-----------------|-------------|-----------------|-----------------|-------------|
| YEAR | Ral-Cary MSA | NO. NEW JOBS | % GROWTH | Dur-CH MSA | NO. NEW JOBS | % GROWTH | State of N.C. | NO. NEW JOBS | % GROWTH | Johnston Co. | NO. NEW JOBS | % GROWTH |
| 2002 | 445,069 | | | 228,050 | | | 3,930,736 | | | 62,490 | | |
| 2003 | 452,149 | 7,080 | 1.6% | 226,345 | (1,705) | -0.7% | 3,973,635 | 42,899 | 1.1% | 64,022 | 1,532 | 2.5% |
| 2004 | 464,689 | 12,540 | 2.8% | 230,539 | 4,194 | 1.9% | 4,031,081 | 57,446 | 1.4% | 65,728 | 1,706 | 2.7% |
| 2005 | 483,659 | 18,970 | 4.1% | 235,859 | 5,320 | 2.3% | 4,123,857 | 92,776 | 2.3% | 67,718 | 1,990 | 3.0% |
| 2006 | 511,641 | 27,982 | 5.8% | 244,879 | 9,020 | 3.8% | 4,261,325 | 137,468 | 3.3% | 71,163 | 3,445 | 5.1% |
| 2007 | 521,914 | 10,273 | 2.0% | 245,004 | 125 | 0.1% | 4,283,826 | 22,501 | 0.5% | 72,010 | 847 | 1.2% |
| 2008 | 534,493 | 12,579 | 2.4% | 251,294 | 6,290 | 2.6% | 4,280,354 | (3,472) | -0.1% | 73,394 | 1,384 | 1.9% |
| 2009 | 518,808 | (15,685) | -2.9% | 247,671 | (3,623) | -1.4% | 4,104,049 | (176,305) | -4.1% | 70,719 | (2,675) | -3.6% |
| 2010 | 525,500 | 6,692 | 1.3% | 242,435 | (5,236) | -2.1% | 4,136,257 | 32,208 | 0.8% | 73,576 | 2,857 | 4.0% |
| 2011 | 535,351 | 9,851 | 1.9% | 247,479 | 5,044 | 2.1% | 4,183,052 | 46,795 | 1.1% | 74,613 | 1,037 | 1.4% |
| 2012 | 554,871 | 19,520 | 3.6% | 254,894 | 7,415 | 3.0% | 4,275,449 | 92,397 | 2.2% | 76,499 | 1,886 | 2.5% |
| 2013 | 570,981 | 16,110 | 2.9% | 255,896 | 1,002 | 0.4% | 4,318,319 | 42,870 | 1.0% | 78,292 | 1,793 | 2.3% |
| 2014 | 599,581 | 28,600 | 5.0% | 260,237 | 4,341 | 1.7% | 4,370,379 | 52,060 | 1.2% | 80,868 | 2,576 | 3.3% |
| 2015 | 625,420 | 25,839 | 4.3% | 267,183 | 6,946 | 2.7% | 4,495,473 | 125,094 | 2.9% | 83,732 | 2,864 | 3.5% |
| 2016* | 643,407 | 17,987 | 2.9% | 273,096 | 5,913 | 2.2% | 4,583,281 | 87,808 | 2.0% | 86,086 | 2,354 | 2.8% |
| *Average Through June | | | | | | | | | | | | |
| Source: N.C. Employment Security Commission | | | | | | | | | | | | |
| http://d4.nccommerce.com/LausSelection.aspx | | | | | | | | | | | | |

We have also examined the employment by sector (type of employment) in the Triangle MSA. As is true throughout the state and nation, Triangle area employment is becoming ever more service-oriented. The Triangle's economy is broadly based. Primary influences are Education and Healthcare, Professional & Business Services, and Trade, Transportation and Utilities. The diversity makes for a stable economy that is less susceptible to recession, but it does not provide immunity. The following chart shows the composition of the employment base in the Triangle.





The following table presents the largest employers in the Triangle area. Employment in this area is dominated by state government, plus a few large employers in the public and private sectors and numerous small and medium-sized employers.



| Industry Base (2,500+ Employees) | |
|--|-------------------------|
| Triangle MSA's | |
| Name of Employer | No. of Employees |
| State of NC | 76,394 |
| Duke Univ. & Med. Ctr. | 34,863 |
| Wake Co. Public Schools | 17,572 |
| UNC-Chapel Hill | 16,217 |
| IBM (Durham) | 10,000 |
| UNC Health Care System | 8,200 |
| WakeMed Health | 8,423 |
| NC State University | 8,080 |
| Cisco Systems | 5,500 |
| Rex Healthcare | 5,400 |
| GlaxoSmithKline | 5,175 |
| SAS (Wake) | 5,159 |
| Durham Public Schools | 4,600 |
| Wake Co. Government | 4,341 |
| Wells Fargo | 4,100 |
| Blue Cross Blue Shield | 3,800 |
| Duke Energy | 3,700 |
| City of Raleigh | 3,244 |
| Affiliated Computer Services | 2,915 |
| Source: Research Triangle Regional Data Book | |

Johnston County:

| Industry Base | |
|--------------------------------|-------------------------|
| Johnston County | |
| Name of Employer | No. of Employees |
| Johnston Co. Schools | 1,000+ |
| Johnston Memorial Hospital | 1,000+ |
| Grifols Therapeutics, Inc | 1,000+ |
| County of Johnston | 1,000+ |
| Asplundh Tree Expert Co | 1,000+ |
| Wal-Mart | 500-999 |
| Food Lion | 500-999 |
| Novo Nordisk | 500-999 |
| Flanders Airepure | 500-999 |
| Johnston Tech | 500-999 |
| Caterpillar | 500-999 |
| Allegiance Staffing | 250-499 |
| Nike Retail Service | 250-499 |
| Sysco Raleigh | 250-499 |
| McDonald's | 250-499 |
| Tri-Arc Food Systems | 250-499 |
| Lowe's Home Centers | 250-499 |
| Town of Clayton | 250-499 |
| Employer Solutions | 250-499 |
| Airflow Products Co | 100-249 |
| Source: AccessNC; 4th Qtr 2015 | |



Demographic Information

Population – The Triangle’s economy is still perceived to be healthy, and as such, it still draws new residents. In 2007, the area added 4.7% to its population while the nation grew by only 1%. Three-quarters of the increase was from net in-migration. Even when the local economy was coming out of the last recession in 2003, relocations accounted for 60% of the population increase. Coming off the current slowdown will be no different as expansion of high-paying sciences and professional services jobs will attract job seekers and population growth is expected to remain in the 3.5% range in the medium term. Expansion of consumer-oriented services and the housing market will accompany the robust rise in population.

The following chart illustrates the projected increase in population which, on a percentage basis should be representative of the Triangle region.

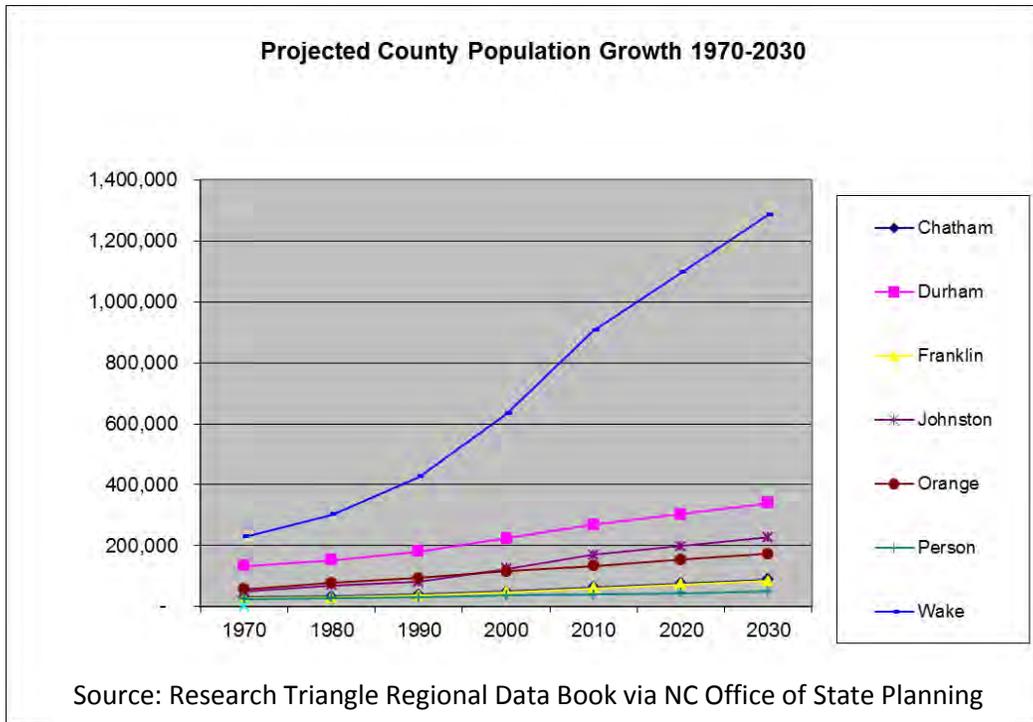
| | 1970 | 1980 | 1990 | 2000 | 2010 | 2020 | 2030 |
|-----------------|---------|---------|---------|---------|---------|-----------|-----------|
| Chatham | 29,554 | 33,415 | 38,979 | 49,812 | 63,806 | 75,869 | 88,459 |
| Durham | 132,681 | 152,235 | 181,844 | 224,572 | 268,412 | 304,081 | 339,482 |
| Franklin | 26,820 | 30,055 | 36,414 | 47,636 | 60,836 | 72,626 | 84,440 |
| Johnston | 49,667 | 70,599 | 81,306 | 123,265 | 169,669 | 198,084 | 226,494 |
| Orange | 57,567 | 77,055 | 93,662 | 116,106 | 134,201 | 153,380 | 172,994 |
| Person | 25,914 | 29,164 | 30,180 | 35,718 | 39,448 | 44,061 | 48,821 |
| Wake | 229,006 | 301,429 | 426,311 | 633,333 | 906,788 | 1,096,426 | 1,286,185 |

Source: Research Triangle Regional Data Book via NC Office of State Planning

The Raleigh-Cary MSA grew 41% from 2000 to 2010 and has been projected to grow another 29% through 2020. Additionally, the Durham-Chapel Hill MSA grew 18% from 2000 to 2010 and is projected to add another 19% of its population through 2020.

While the Triangle's growth is partially internally generated (expansion of existing industry and government), there are external factors that have also contributed substantially to the Triangle area's growth. Industries and companies are relocating from the North to the South due to lower employment costs, lower building and utility costs, and the perception of a very high "quality of life." With this business investment has come a population influx, which produced a strong demand for new housing and supporting commercial facilities.





Municipal Population – Johnston County:

| Johnston County Municipal Population | | | | |
|--------------------------------------|---------------|---------------|----------------|---------------|
| City | April 2000 | July 2012 | 2000-12 Growth | % Change |
| Benson (Part) | 2,993 | 3,344 | 351 | 11.73% |
| Clayton (Part) | 8,126 | 16,529 | 8,403 | 103.41% |
| Four Oaks | 1,514 | 1,950 | 436 | 28.80% |
| Kenly (Part) | 1,475 | 1,180 | -295 | -20.00% |
| Micro | 454 | 444 | -10 | -2.20% |
| Pine Level | 1,319 | 1,734 | 415 | 31.46% |
| Princeton | 1,090 | 1,203 | 113 | 10.37% |
| Selma | 5,914 | 6,119 | 205 | 3.47% |
| Smithfield | 10,867 | 10,988 | 121 | 1.11% |
| Wilson's Mills | 1,296 | 2,357 | 1,061 | 81.87% |
| Total (Municipalities): | 35,048 | 45,848 | 10,800 | 30.81% |

Source: Research Triangle Regional Data Book 2013-2014

The most current information available includes the period extending from April 2000 through July 2012 for the Johnston County area. As illustrated, the vast majority of growth is occurring in the Clayton area of the County with 103.41% growth over the 12-year period. The municipalities within Johnston County have experienced substantial and strong growth over the charted period at 30.81% or 2.57% per year.



Income/Cost of Living - According to the US Department of Housing and Urban Development, Wake County typically has the highest median household income as compared to all other major counties.

| Cost of Living Index | | | | | | | |
|----------------------|-----------------|---------------|-------------|--------------|----------------|--------------|------------------|
| | Composite Index | Grocery Items | Housing | Utilities | Transportation | Health Care | Goods & Services |
| United States | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 |
| Atlanta | 97.6 | 103.6 | 92.5 | 93.0 | 100.3 | 96.3 | 99.7 |
| Austin | 95.4 | 88.5 | 86.5 | 101.8 | 98.0 | 100.3 | 101.5 |
| Baltimore | 107.9 | 108.0 | 143.4 | 90.5 | 100.1 | 88.6 | 90.8 |
| Boston | 135.6 | 118.2 | 168.4 | 133.8 | 108.9 | 118.0 | 130.2 |
| Charlotte | 94.3 | 99.9 | 83.5 | 107.7 | 99.8 | 97.9 | 93.7 |
| Jacksonville | 98.3 | 102.3 | 80.2 | 108.2 | 106.9 | 92.7 | 105.5 |
| Nashville | 88.9 | 91.9 | 74.1 | 93.6 | 92.1 | 81.5 | 97.7 |
| Raleigh | 94.6 | 103.0 | 80.1 | 103.9 | 101.7 | 104.7 | 95.5 |
| Richmond | 100.6 | 101.0 | 87.0 | 107.2 | 98.6 | 103.2 | 109.3 |
| San Jose | 157.0 | 122.0 | 265.7 | 130.4 | 111.5 | 119.9 | 104.2 |

Source: ACCRA Cost of Living Index 1st Qtr 2014

In comparison to the rest of the state, and nation as a whole, per capita income for the Raleigh-Durham area has consistently been much higher. Regarding cost of living, the American Chamber of Commerce Researchers Association collects comparative cost data for metropolitan areas in the United States for a mid-management level family. The national average is an index of 100.0. This current index for the counties that make up the Triangle area illustrates the moderate cost of living. Combined with the relatively high income levels, these factors contribute to the favorable quality of life enjoyed by residents of the area, which continues to promote population and job growth.

| Per Capita Income | | | | | | |
|-------------------|-----------|-----------|----------|----------|----------|----------|
| County | 2005 | 2009 | 2010 | 2011 | 2012 | 2014 |
| Chatham | \$ 39,380 | \$ 44,247 | \$46,034 | \$48,191 | \$50,697 | \$51,593 |
| Durham | \$ 35,535 | \$ 37,748 | \$37,917 | \$38,654 | \$40,963 | \$42,830 |
| Franklin | \$ 26,602 | \$ 28,870 | \$28,926 | \$29,670 | \$31,063 | \$31,826 |
| Harnett | \$ 36,898 | \$ 28,746 | \$28,666 | \$29,247 | \$30,059 | \$31,324 |
| Johnston | \$ 29,736 | \$ 32,155 | \$32,501 | \$34,149 | \$35,218 | \$34,930 |
| Orange | \$ 39,558 | \$ 45,163 | \$46,700 | \$48,683 | \$51,702 | \$52,989 |
| Person | \$ 26,398 | \$ 28,733 | \$28,811 | \$29,386 | \$31,237 | \$33,113 |
| Wake | \$ 39,503 | \$ 40,478 | \$41,115 | \$42,555 | \$44,839 | \$49,695 |
| North Carolina | \$ 31,905 | \$ 34,001 | \$34,604 | \$36,028 | \$37,049 | \$40,759 |
| United States | \$ 35,452 | \$ 38,637 | \$39,791 | \$41,560 | \$42,693 | \$46,049 |

Source: Research Triangle Regional Data Book and Bureau of Economic Analysis



Summary

After maintaining healthy growth at the beginning of 2008, the Raleigh-Cary and Durham-Chapel Hill MSA's both experienced stalls in the economy. However, beginning in 2011, modest gains were made in employment in both MSA's. Professional/business services and education/healthcare are still eking out gains, offsetting the slight contraction in manufacturing. The robust expansion in construction has come to an end. This is being reflected in the downturn in the area's housing market since the beginning of the year amid mounting credit problems. Flat job numbers and an expanding labor force are behind the rise in the unemployment rate.

Even so, the Raleigh-Cary and Durham-Chapel Hill MSA's highly educated; technically efficient workforce rivals that of other technologically-oriented, new economy areas. The mix of top-notch facilities supported by business networks and leading research institutions lures many science-based firms to the area. In addition to having a quality workforce and developed sciences clusters, the area has distinct cost advantages across the board compared to most other areas. One of the biggest advantages is that the qualified workforce comes with a much lower price tag than in other tech hubs. The low cost of living and perceived high quality of life also contribute to the availability of labor.

The Triangle area has a diverse economy, which includes some relatively large segments such as government and education. Thus, it tends to fare better than other metropolitan areas during years of recession. The Triangle has been one of the fastest growing areas in the nation since the mid-1980's. Employment and population growth has created demand for housing and commercial development during the last ten years, especially in areas accessible to the Research Triangle Park and Raleigh. The general outlook is favorable, and it is expected that additional commercial and residential growth will occur concurrently as the need arises.

In the near term, it is anticipated that the MSA's economy continue to be driven by science-based industries, services, and government. Better prospects for job growth than in most areas support in-migration and strong population growth. Lower exposure to manufacturing reduces the risks associated with production cuts. The long-term outlook is for the Triangle to perform well above average as the area continues to attract new firms, not only in its established industries, but also as it continues to become more diverse.



NEIGHBORHOOD ANALYSIS

The subject neighborhood consists of the Bright Leaf Boulevard (US 301) corridor which is one of Johnston County's premier commercial districts. Bright Leaf Boulevard is generally bounded by Buffalo Road and US Highway 70 Bypass to the north, Interstate 95 to the east and south, and downtown Smithfield to the west. Bright Leaf Boulevard is a four-lane road with center turning lanes and includes a variety of commercial (retail), office, and institutional uses. In the vicinity of the subject project, a 2014 MPSI survey revealed the following traffic counts:

| Traffic Counts | | | |
|---|---------------------|---------------|--------------------|
| Road | Cross Street | Source | Count (VPD) |
| Booker Dairy | Buffalo | 2014 MPSI | 5,259 |
| Booker Dairy | Brightleaf | 2014 MPSI | 6,325 |
| Brightleaf | Booker Dairy | 2014 MPSI | 20,344 |
| VPD = Vehicles Per Day | | | |
| <i>Data Provided By CoStar Demographics</i> | | | |

Uses along the Project Corridor:

Traveling east along Booker Dairy Road from its intersection with Buffalo Road, immediate uses consist of commercial (State Employees Credit Union and several small offices buildings), civic uses (Smithfield Community Park and the Smithfield Recreation & Aquatics Center), and institutional (Smithfield-Selma Senior High School, Neuse Charter School, and the Grace Community Assembly of God). East of Bradford Street, uses transition to residential extending south to Eden Drive. South of Eden Drive, uses consist of a mixture between residential and office before becoming purely commercial-retail in nature closer to Bright Leaf Boulevard.

Bright Leaf Boulevard is a major commercial corridor in Johnston County with correspondingly higher traffic counts (see previous chart). Major commercial users along Bright Leaf Boulevard in the vicinity of the project include a Wal-Mart Supercenter, The Centre Pointe Plaza (Dollar Tree, Belk, Bures Outlet, local in-line retail bays, McDonald's, Taco Bell, American Pride). Opposite Centre Pointe is the Lowe's Home Improvement center, Hardee's, Applebee's, Murphy Express, Mattress Firm, and CVS. Lining the northern margin of Bright Leaf Boulevard (west of Booker Dairy Road) are automotive dealerships including Classic Ford of Smithfield and Deacon

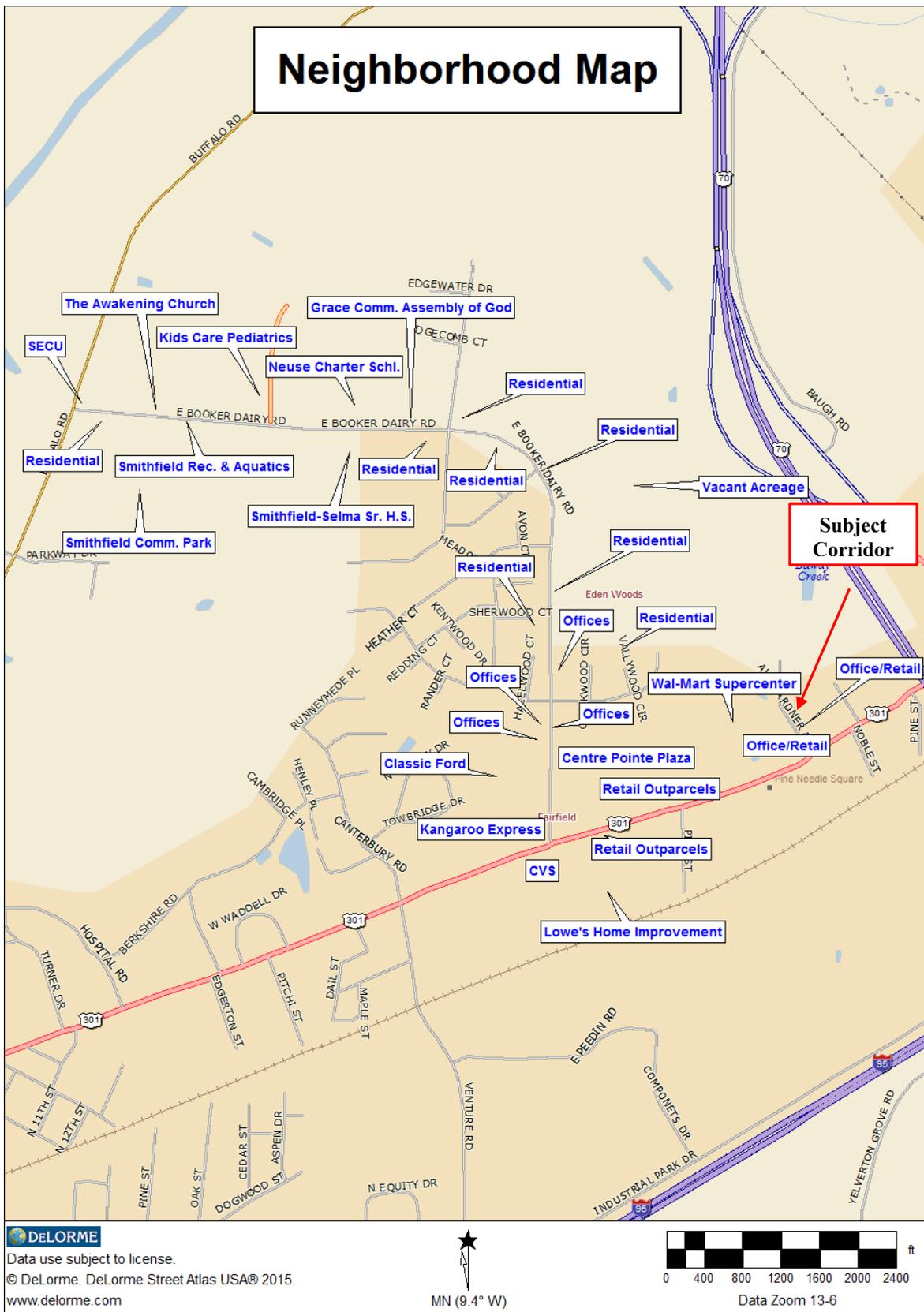


Jones Buick/GMC. Other nearby uses include Kangaroo Express and numerous smaller retail-oriented users.

Summary

In conclusion, the project corridor includes a mixture of uses that, when coupled with its proximity to downtown Smithfield, the Smithfield Outlets, highways/linkages, and the greater Triangle MSA, makes the area desirable. Johnston County and Smithfield have seen strong recent population growth and this trend is anticipated to continue in response to job growth occurring throughout the Triangle Region. Mortgage interest rates are at or near all-time lows resulting in increasing home prices for the region and the subject's immediate market area. As the economic outlook continues improve nationally and locally, the project area will continue to see population and job growth and a corresponding demand for real estate.





DESCRIPTION OF THE CORRIDOR

As will be discussed in the Highest and Best Use section, the subject site is a special-purpose property given its configuration making it only suitable for corridor use. According to *The Dictionary of Real Estate Appraisal*, a corridor is defined as follows:

A long, narrow strip of land or real property rights for which the highest and best use is to provide an economic benefit by connecting the end points, and sometimes serving intermediate points along the way. Most corridors provide these connections for energy (oil and gas pipelines, electrical power transmission lines), transportation (road, rail, aqueducts, canals, aviation, aircraft overflight), or communications (fiber-optic lines) purposes. Abandoned corridors may or may not have a highest and best use of continued corridor use.²

The description of the subject land is based on information provided by the NCDOT. According to the NCDOT, the property contains a total of 1.451 acres (63,191.242 square feet per CADD). The appraiser has adopted the area calculations provided on the Summary Sheet and reserves the right to revise should any information be provided to the contrary.

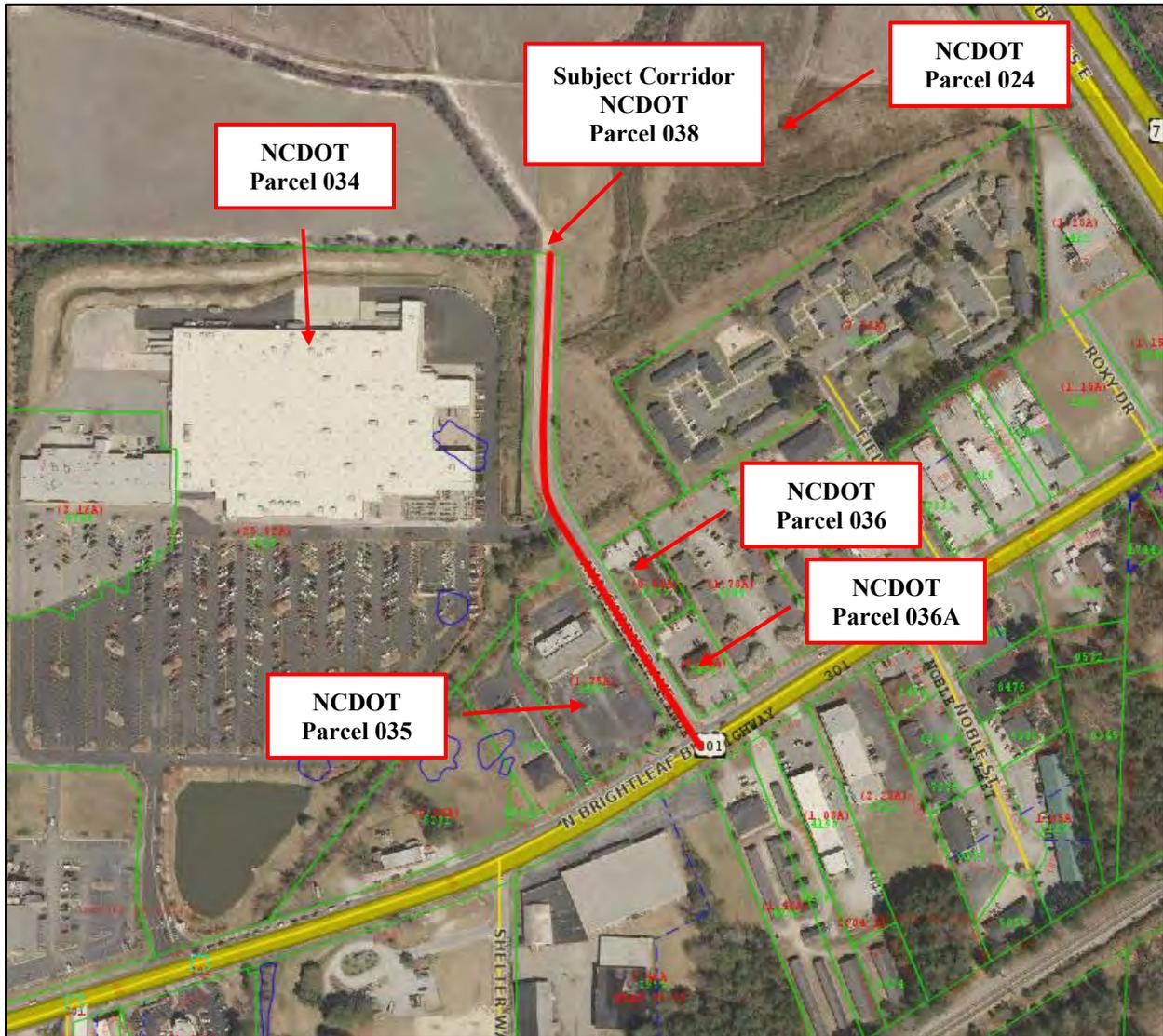
An inspection of the adjoining users along the corridor revealed commercially-oriented properties. The zoning along the entire corridor is B-3 (commercial). The subject corridor adjoins five sites with three sites adjoining the corridor to the east and two sites adjoining to the west as follows:

| Parcels Adjoining Subject along Ava Gardner Avenue | | | | | | | | | |
|--|-----------|---------------------------|------------------|--------------------------------|----------------|----|-------------------------------|------------------|----------------|
| NCDOT Parcel No. | Tax ID# | Abutting Owner | Abutting Acreage | Frontage on Road (Linear Feet) | Corridor Width | | Aprox. SF Land Area Adjoining | Adjoining Zoning | Adjoining Use |
| 036A | 14L10199C | Ragsdale/Millard | 0.461 | 199.873 | x | 30 | = | 5,996 | B-3 Imp. Comm. |
| 036 | 14L10199I | Ragsdale/Millard | 0.460 | 200.000 | x | 30 | = | 6,000 | B-3 Imp. Comm. |
| 024 | 14057009 | Nell M. Howell Rev. Trust | 211.750 | 633.882 | x | 30 | = | 19,016 | B-3 Vac. Comm. |
| 035 | 14057020C | TRMIHA, LLC | 1.741 | 399.980 | x | 30 | = | 11,999 | B-3 Imp. Comm. |
| 034 | 14057012D | Wal-Mart RE Trust | 26.128 | 669.018 | x | 30 | = | 20,071 | B-3 Imp. Comm. |
| Total Adjoining Parcels Frontage per CADD: | | | | 2,102.753 | x | 30 | = | 63,083 | |
| Size of Subject Corridor as indicated by CADD: | | | | 1,051.377 LF (Avg.) | x | 60 | = | 63,191.242 | |

² The Dictionary of Real Estate Appraisal, (Fourth Edition), Appraisal Institute, 2002, Page 67.



Corridor Aerial Map



As illustrated on the previous map, the subject land consists of the Ava Gardner Avenue right-of-way. The right-of-way is perpendicular to North Bright Leaf Boulevard and is currently a dead-end street terminating into NCDOT Parcel 024. According to the CADD information provided to the appraiser, the subject corridor measures 59.929 feet wide at its intersection with Bright Leaf Boulevard. The eastern margin of Ava Gardner Avenue is indicated at 1,033.755 linear feet while the western margin is 1,068.999 linear feet. The average subject frontage is calculated at 1,051.377 linear feet. The subject corridor terminates into NCDOT Parcel 024 which is indicated at 60 feet in width.



DESCRIPTION OF THE IMPROVEMENTS

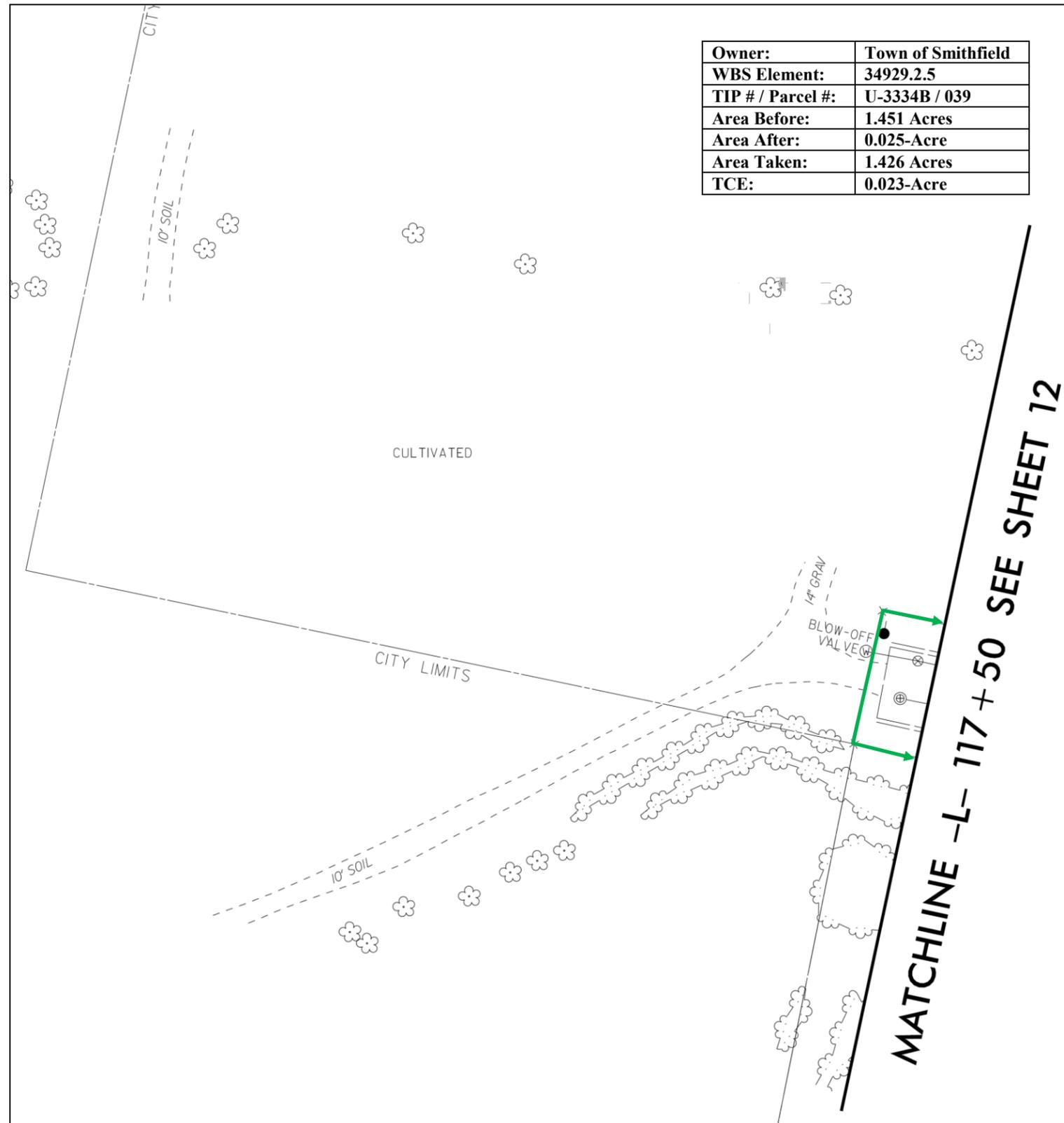
The subject is improved with asphalt paving and concrete curbing throughout the length of the corridor. According to the NCDOT plans, the subject roadway consists of a 32-foot wide, asphalt-paved area. As previously detailed, the subject has an average frontage of 1,051.377 linear feet. Therefore, the asphalt paving is calculated at 33,644 square feet (1,051.377 LF x 32 Feet).

Additionally, the corridor includes concrete curb and gutters lining both sides of the road, which was previously calculated at 2,102.753 linear feet. Landscaping was noted along the corridor which straddles the property line of the abutting owner-sites. During the appraisal process of the abutting sites, landscaping was assumed to be in their respective ownerships. The appraiser reserves the right to revise this report and those of the abutting properties should it be determined that the landscaping is within the Ava Gardner Avenue right-of-way. Street lighting was also noted but these appear to be the property of the utility company and have been excluded from the valuation. Further, the appraiser is not qualified to place estimates on the condition or value of subsurface improvements such as water, sewer, or communications infrastructure. Even so, these improvements will be relocated as part of the project.

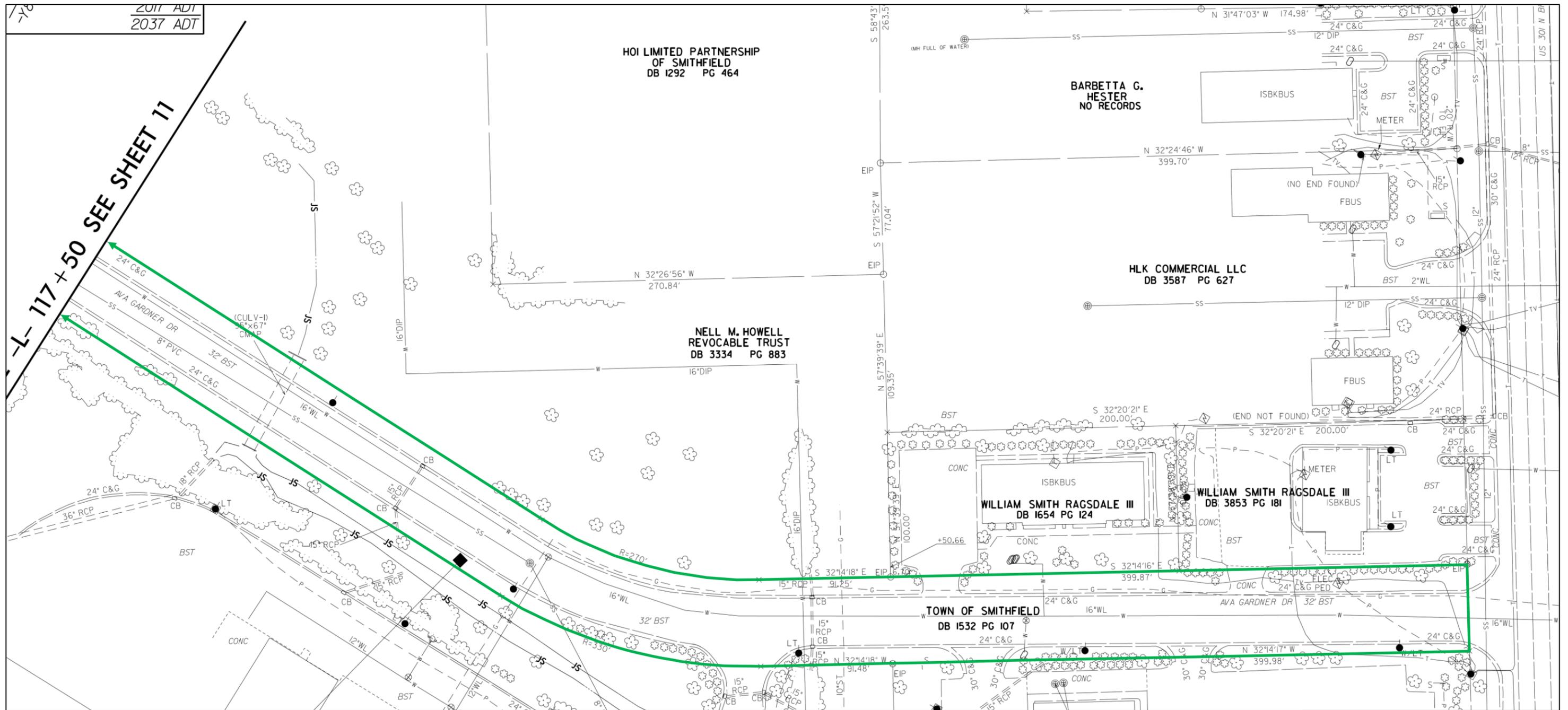
Lastly, a “Welcome to the Town of Smithfield” sign was noted near the corner of Ava Gardner Avenue and Bright Leaf Boulevard. A physical inspection of the adjoining site (NCDOT Parcel 035) revealed the sign to be located on this parcel. Accordingly, the value of the sign was included in the appraisal of NCDOT Parcel 035.



SITE PLAN (SHEET 11)



SITE PLAN (SHEET 12)



| | |
|--------------------------|---------------------------|
| Owner: | Town of Smithfield |
| WBS Element: | 34929.2.5 |
| TIP # / Parcel #: | U-3334B / 039 |
| Area Before: | 1.451 Acres |
| Area After: | 0.025-Acre |
| Area Taken: | 1.426 Acres |
| TCE: | 0.023-Acre |



ZONING INFORMATION

Given that the subject property consists of a public road, it is not zoned. The properties abutting Ava Gardner Avenue, which serve as the basis for the subject’s valuation, are within the Town of Smithfield’s zoning jurisdiction and are currently zoned B-3 (Highway Entranceway Business District). The purpose of the district is to allow commercial uses with proper regulations and safeguards to promote the safe and efficient movement of traffic, and the orderly development of land along major arteries leading into town, while enhancing and preserving the environmental and aesthetic qualities of these areas.

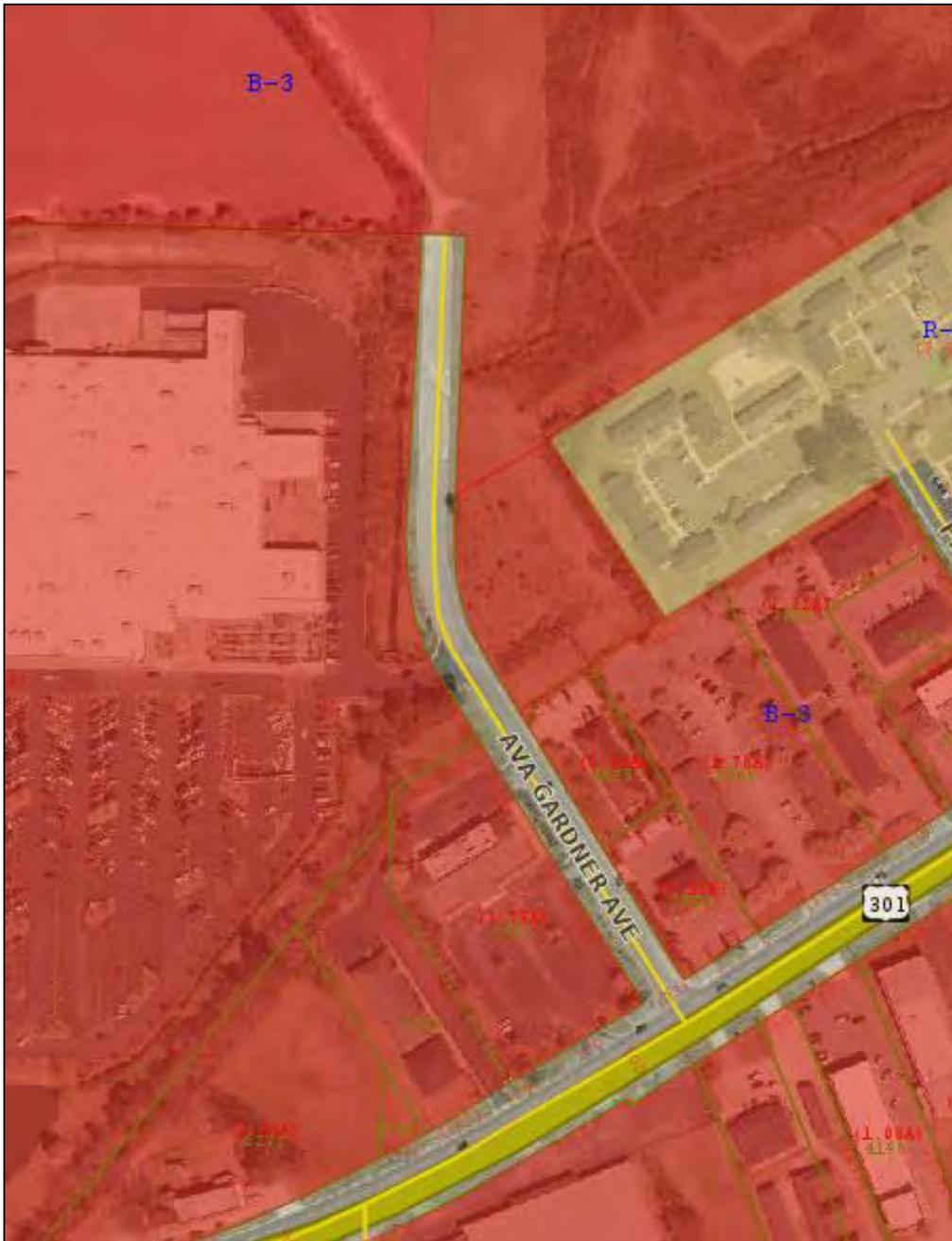
The Dimensional Standards for the B-3 District are as follows:

| | |
|--------------------------|--------------------|
| Minimum Lot Size: | 12,000 Square Feet |
| Min. Front Yard Setback: | 50 Feet |
| Min. Side Yard Setback: | 15 Feet |
| Min. Rear Yard Setback: | 25 Feet |
| Minimum Lot Width: | 125 Feet |
| Maximum Height | 40 Feet |

Because the subject consists of a long, 60± foot wide public road, the subject’s minimum lot width is below that which is required by zoning. Accordingly, the subject could not be developed with a commercial use in a stand-alone capacity.



ZONING MAP



PUBLIC AND PRIVATE RESTRICTIONS

Easements for utilities and restrictive covenants may result in minimal restrictions on the subject property. Other than the zoning requirements previously described, there are no other restrictions that prevent the property from being used in the highest and best use capacity.



HISTORY OF THE PROPERTY

The subject is owned by the Town of Smithfield per instrument dated June 20, 1996 and recorded in Deed Book 1532, Page 107. The deed transferred ownership from Rudolph A. Howell and wife, Nell M. Howell to the Town of Smithfield. There is no excise tax on the deed. There are no other know transactions of the subject property in the last five years.

HIGHEST AND BEST USE

According to *The Appraisal of Real Estate*, published by the Appraisal Institute, Highest and Best Use is defined as follows:

The reasonably probable use of a property that results in the highest value.

To be reasonably probable, a use must meet certain conditions:

- The use must be *legally permissible*
- The use must be *physically possible*
- The use must be *financially feasible*

Uses that meet the three criteria of reasonably probable uses are tested for *economic productivity*, and the reasonably probable use with the highest value is the highest and best use.³

Two analyses are generally made when considering the highest and best use of a property: (1) the site is viewed as if vacant and available for development; and (2) the property is analyzed based on its existing improvements and location. The subject consists of an improved property requiring two analyses.

As Vacant:

The properties abutting the subject corridor are all zoned B-3 which allows for a variety of commercial development. As a vacant site, the subject corridor could be incorporated into a larger commercial development which would provide internal access to the abutting properties. However,

³ *The Appraisal of Real Estate*, published by Appraisal Institute, Fourteenth Edition, 2013, p. 332.



such a recombination of the subject and adjoining tracts (which are under separate ownership) would be highly speculative.

Further confounding the value of the subject corridor is the fact that the subject provides access to the sites which it abuts. In the absence of the subject corridor, one of the sites (NCDOT Parcel 036) would be landlocked. Therefore, the value of the abutting NCDOT Parcel 036 is dependent, at least in part, to the subject corridor. Similarly, the subject corridor provides supplemental access and value to the remaining abutting parcels.

Under fee simple ownership, the subject corridor could be put to two possible uses: either separately or in combination with one another: 1) subdivision and sale to adjoining property owners; and/or 2) continued utilization as a corridor for transportation use. As part of a potential assemblage with adjoining landowners, the acquisition of the right-of-way abutting their land would be advantageous for several reasons, including:

- In some instances, property owners own land on both sides of the corridor. Purchase of the subject property would make their lands contiguous.
- Purchase of corridor land would enlarge small ownerships.
- Purchase of corridor land would provide better access to several ownerships.

If the corridor were liquidated, costs would be incurred including marketing costs, real estate commissions, appraisal fees, survey fees, legal fees, etc. In addition, some time would elapse in marketing the corridor, and portions of the corridor might require a lengthy marketing period. Because of the time required for sell-out, and the fact that some parcels would possibly never sell, subparceling the entire corridor would not produce the highest return and would, therefore, not be the highest and best use of the subject property.

There has been some demand by governmental agencies (city, county, state) and utility companies (electrical transmission lines, pipelines, water and sewer lines, fiber optic lines, telephone lines), as well as rapid transit lines, for long narrow corridors of land. It should be noted that the greatest demand for corridor properties is found in urban areas. All or portions of the subject corridor would be well suited for such uses as road widening, utility line corridor (sewer, electric, telecommunications, pipeline, etc.), or a rapid transit corridor. "A number of states...recently have



been acquiring abandoned corridors as a matter of policy, land banking them on the theory that future transportation and communication needs well could justify holding them on an interim basis."⁴

An important element in the highest and best use analysis of corridor real estate is consideration of the avoidance of cost. There has been substantial demand for long narrow strips of land connecting two points with resulting benefits, i.e.: economic advantages. "One reason a buyer (may be) interested in acquiring an existing corridor is to avoid the cost of assembling a new one."⁴ These costs can be substantial and may include, in addition to land costs, severance damages, building acquisition and demolition expense, relocation assistance, delays, negotiating premiums, appraisal costs, title costs, project management costs, legal and litigation fees, environmental impact and mitigation, etc. Oftentimes, these expenses can exceed the cost of the land itself and can make a proposed project economically infeasible. The subject property does adjoin several ownerships and assembling a corridor of similar to the subject would be a moderate undertaking given the economy of land in this area. Additionally, the subject corridor might be desirable to avoid the cost of assembling a similar corridor. On the other hand, the advantage of acquiring a new corridor is that it can be assembled to follow a specific route. According to information provided by the NCDOT, the subject corridor is to be acquired as part of a future transportation route.

The final criterion in highest and best use analysis examines uses that are financially feasible and maximally productive. General neighborhood analysis revealed the abutting land uses to be primarily commercial in nature.

Given its size and shape, the subject is well suited for continued use as a corridor. Typical corridors include railroads, electricity, fiber optics, trails/paths, highways, etc. or some combination thereof.

⁴ Dolman, John P., MAI, CRE, and Seymour, Charles F., MAI, CRE, "Valuation of Transportation/ Communication Corridors," *The Appraisal Journal*, October 1978, pp. 509-522.



As Improved:

To maintain the existing transportation corridor improvements. No other use would justify the removal of the improvements at this time.

VALUATION OF THE CORRIDOR

Since the subject consists of a special-purpose property with a highest and best use for continued corridor operation, methods for valuing similar properties were analyzed. The complexities of valuing a corridor property have been well document and debated over the years. The most common method utilized is the Across the Fence Method or ATF. According to *The Dictionary of Real Estate Appraisal*, ATF is defined as follows:

“In corridor valuation, a value opinion based on comparison with adjacent lands including the consideration of adjustment factors such as market conditions, real property rights conveyed, and location.”⁵

Additionally, the ATF value is based on a comparison with adjacent lands without regard for size, shape, or topography. The ATF value accounts for location and market conditions without consideration of what is known as a “Corridor Factor”. Again, *The Dictionary of Real Estate Appraisal* is referenced which revealed the following definition:

In the valuation of existing corridors, a factor that expresses the ratio of the price paid for a transportation or communication corridor (i.e., the sale price of an existing corridor) and the across the fence (ATF) value. Typically used in the valuation of existing corridors and not the assembly of a new corridor.⁶

Based on a Winter 2005-2006 article found in *Real Estate Issues*, the key to understanding corridor valuation is “plottage.” According to the article, an assemblage of land gives the land an enhanced value over and above the sum of the values of the individual component lots. The article references John P. Dolman and Charles F. Seymour’s “Valuation of Transportation/Communication Corridors,” whereby they state that functional corridors are intrinsically valuable because they are

⁵ The Dictionary of Real Estate Appraisal (Sixth Edition), 2015, Appraisal Institute, Page 53.

⁶ Ibid, Page 67.



assemblages, and assemblage enhances the value of the component lots. Plottage is reflected by applying the Corridor Factor.

The traditional approaches to value include the sales comparison, income, and cost approaches. In valuing transportation corridors, these approaches may not always be applicable.

The sales comparison approach is based on the principle of substitution, which states that a knowledgeable buyer would not pay more for a given property than the cost of an equally desirable substitute. However, in the case of special purpose properties like the subject, sales of existing transportation corridors are rare, and where these sales have taken place, factors aside from real estate have influenced the price. Furthermore, substantial differences in location (i.e., *Charlotte v. Hoffman*) make such comparisons unreliable.

The income approach is not usually used to value transportation corridors. Essentially, there is no way to apportion the revenue derived from a single segment or a small portion of the integrated system.

The cost approach is typically used to value special use properties. In estimating the value of a transportation corridor, a blend between the cost approach and the sales comparison approach is employed, previously referred to as the ATF method. This method is predicated on the notion that the subject should be worth as least as much as the parcels through which it passes. Once the incremental values of the adjoining parcels are tallied, the appraiser recognizes the plottage that occurs through the assemblage by consideration of a Corridor Factor.

COST APPROACH

ATF Method: As previously detailed, the valuation of transportation corridors has been well documented and debated. The ATF method has evolved and emerged as the most widely used method in assisting the valuation of special purpose properties. In effect, this method is similar to an automated valuation method (AVM) but is more reliable since sales were found from within the subject's specific market area. Of note, this methodology does not employ a regression analysis to account for differences between sales. Such a mathematical exercise is overly complicated and the appraiser chose to make general adjustments to the sales selected for the



analysis. To recognize plottage, a Corridor Factor is applied to the ATF value to arrive at the overall value. The Corridor Factor is expressed through the ratio of the price paid for a transportation corridor and the ATF value. Ideally, the appraiser would have several sales of corridors for which to analyze both the sale price and the ATF values. However, no such sales are available. Nearly all of the data available to the appraiser through the Appraisal Institute's Lum Library indicates Corridor Factors typically range between 1.00 and 2.00.

Land Value:

As previously detailed, the value of the subject corridor will be assisted by the across the fence, or ATF values of the properties through which the corridor passes. The subject corridor includes five adjoining parcels all with commercial zoning and use. The analysis includes sales of properties similar to the properties adjoining the corridor. Further, Oakwood Valuation Group, LLC has appraised each of the abutting parcels.

In valuing the corridor, the abutting land is considered and apportioned based on the abutting lot's frontage on the corridor. The abutting frontage on the corridor was found in CADD data provided to the appraiser for this project.

The sales presented on the following pages were selected as the most comparable. Typically-sized commercial sites will be presented first followed by larger, shopping center sales for the segment abutting this property type. Lastly, large commercial land sales are presented for the segment abutting the 211.750 parcel. As noted, each of the abutting properties has been appraised by Oakwood Valuation Group, LLC.



**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY BRANCH**

RECORD ID NO: 403

Date: August 31, 2016 **Deed Book/Page:** 4826/727 **Stamps:** \$884 **County:** Johnston
Grantor: Sherrie Steckel et al **Grantee:** Mohamed & Sons, Inc.
Location: 109 North Brightleaf Boulevard, Smithfield, NC, 27577
Sales Price: \$442,000 **Confirmed by (Name):** Jim Perricone (Broker), (919) 585-5321, Public record, Deed, Costar
Financing: Cash to seller
Condition of Sale and Reason Bought/Sold: Market transaction, Purchased for commercial development
Days On Market: Unk Days **Prior Sale:** None in last five years
Present Use: Vacant land **Zoning:** B-2, Commercial
Highest and Best Use: Commercial
Size: 0.914 Acres±, 39,802 SF **Shape:** Rectangular **Topography:** Level
Existing R/W Area: None **Area Cleared/Wooded:** Cleared
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All public
Access: Good via Brightleaf Blvd. **Frontage:** 144 ± Ft on North Brightleaf Boulevard
Improvements: 6,170 SF commercial building

Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$483,732/Acre, \$11.10/SF (Gross); \$12.19/SF (Net) **Tax ID:** 15022006

Other Pertinent Information: 0.914-acre was purchased on August 31, 2016 for commercial development. At the time of sale, the site was improved with a 6,170 square foot building given no consideration in the purchase price. The listing broker stated that he did not know the cost of demolition, but based on a Marshall and Swift estimate of approx. \$7 per square foot of building area, that cost would equal roughly \$43,200. Therefore, the total cost is adjusted to \$485,200 (\$12.19 per square foot). A 2015 MPSI traffic survey revealed 16,846 vehicles per day on Brightleaf.



Taken By: Oakwood Valuation Group, LLC
Date Inspected: November 30, 2016



**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY BRANCH**

RECORD ID NO: 384

Date: November 13, 2014 **Deed Book/Page:** 4526/23 **Stamps:** \$950 **County:** Johnston
Grantor: Barbetta, LLC **Grantee:** C4 Development, LLC
Location: 107 N. Pollock Street, Selma, NC, 27576
Sales Price: \$475,000 **Confirmed by (Name):** Charles Hester (Grantor), 919-965-0666, Public Record, Deed
Financing: Cash to seller
Condition of Sale and Reason Bought/Sold: Market transaction, Purchased for Family Dollar
Days On Market: Unk Days **Prior Sale:** None in last five years
Present Use: Family Dollar **Zoning:** CB, Commercial
Highest and Best Use: Commercial
Size: 1.033 Acres±, 44,997 SF **Shape:** Rectangle **Topography:** Generally level
Existing R/W Area: None **Area Cleared/Wooded:** Cleared
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All public
300 ± Ft on Pollock Street; 150± Ft on Anderson Street; 150±
Access: Good via Pollock St. **Frontage:** Ft. W. Waddell Street
Improvements: None at time of sale

Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$459,826/Acre, \$10.56/SF **Tax ID:** 14027029
Other Pertinent Information: 1.033 acre site was purchased 10/13/14 for \$475,000 or \$10.56 per square foot. The site is rectangular and has frontage on 3 roads. The site has since been improved with a Family Dollar retail store. A 2015 MPSI traffic survey revealed 13,114 vehicles per day along Pollock.



Taken By: Oakwood Valuation Group, LLC
Date Inspected: August 22, 2016

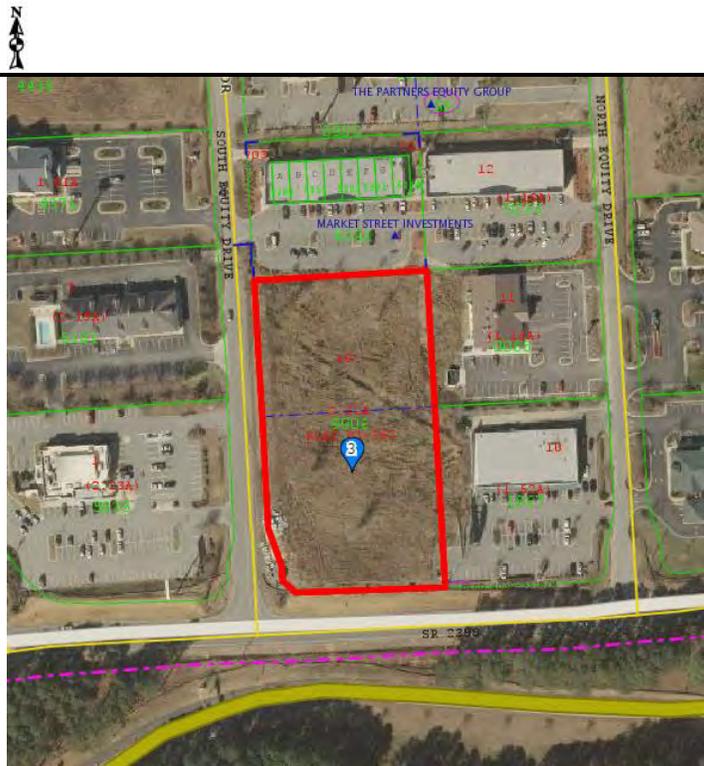


**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY BRANCH**

RECORD ID NO: 383

Date: May 01, 2015 **Deed Book/Page:** 4592/722 **Stamps:** \$2,100 **County:** Johnston
Grantor: Partners Equity Group **Grantee:** Chi-Smithfield, LLC
Location: 130 South Equity Drive, Smithfield, NC, 27577
Sales Price: \$1,050,000 **Confirmed by (Name):** John Shallcross (Broker), (919) 934-3852, Public Record, Deed, Plat
Financing: Cash to Seller
Condition of Sale and Reason Bought/Sold: Market transaction, Purchased for Starbucks and Chipotle and Buffalo Wild Wings
Days On Market: 2,242 Days **Prior Sale:** None in last five years
Present Use: Starbucks, Chipotle, Buffalo Wild Wings **Zoning:** B-3 CUD, Commercial
Highest and Best Use: Commercial
Size: 2.650 Acres±, 115,422 SF **Shape:** Rectangular **Topography:** Generally Level
Existing R/W Area: None **Area Cleared/Wooded:** Cleared
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All Public
442 ± Ft on South Equity Drive; 211 ± Ft on Industrial Park
Access: Good via S. Equity Drive **Frontage:** Drive
Improvements: None at time of sale

Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$396,268/Acre, \$9.10/SF **Tax ID:** 15008045T
Other Pertinent Information: 2.650 acre site was purchased 5/1/15 for \$1,050,000 or \$9.10 per square foot. The site is rectangular in shape and has frontage on two roads. The site is improved with two buildings which hold Starbucks and Chipotle, and Buffalo Wild Wings. A 2015 MPSI traffic survey revealed 11,666 cars per day.



Taken By: Oakwood Valuation Group, LLC
Date Inspected: August 22, 2016



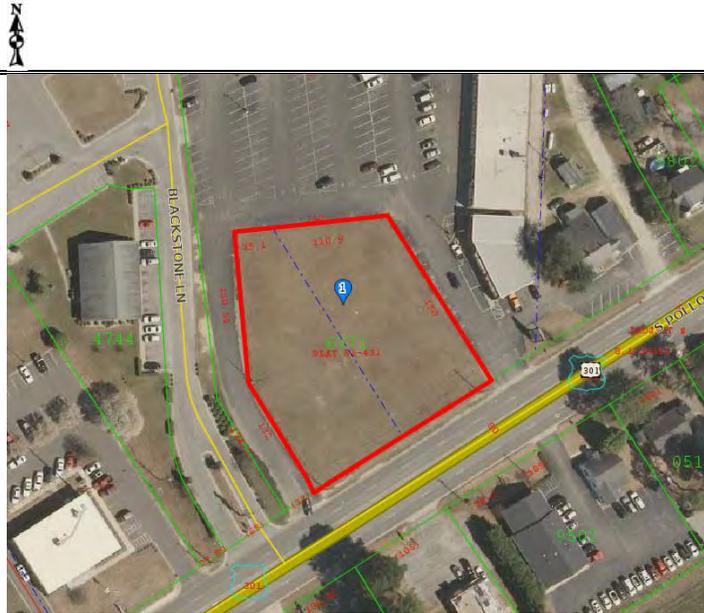
**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY BRANCH**

RECORD ID NO: 382

Date: August 20, 2015 **Deed Book/Page:** 4645/456 **Stamps:** \$904 **County:** Johnston
Grantor: Scratch Land Company, LLC **Grantee:** AutoZone Development, LLC
Location: 1170 South Pollock Street, Selma, NC, 27576
Sales Price: \$452,000 **Confirmed by (Name):** Bill Honaker (Grantor), 919-965-0175, Public Record, Deed, Plat
Financing: Cash to seller
Condition of Sale and Reason Bought/Sold: Market transaction, Purchased for AutoZone
Days On Market: Unk Days **Prior Sale:** Sold 3/2012 per DB 4098/803. \$200,000
Present Use: AutoZone **Zoning:** GB, Commercial
Highest and Best Use: Commercial
Size: 0.971 Acres±, 42,310 SF **Shape:** Irregular **Topography:** Generally Level
Existing R/W Area: None **Area Cleared/Wooded:** Cleared
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All Public
Access: Good via S. Pollock Street **Frontage:** 200 ± Ft on S Pollock Street; 228± Ft on Blackstone Lane
Improvements: None at time of sale

Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$465,354/Acre, \$10.68/SF **Tax ID:** 14047004A

Other Pertinent Information: 0.971-acre was purchased 8/20/15 for \$452,000 or \$10.68 per square foot. The site has frontage on two roads and access to public utilities. The site has since been improved with an AutoZone store. A 2015 MPSI traffic survey revealed 11,768 cars per day on S. Pollock.



Taken By: Oakwood Valuation Group, LLC
Date Inspected: November 30, 2016



Small Commercial Land Sales



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**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY BRANCH**

RECORD ID NO: 233

Date: March 26, 2015 **Deed Book/Page:** 15961/1021 **Stamps:** \$7,049 **County:** Wake
Grantor: Franklin Village, LLC **Grantee:** Columbia Heritage, LLC
Location: 916 Forestville Road, Wake Forest, NC, 27587
Sales Price: \$3,524,500 **Confirmed by (Name):** David Batten (Broker), 919-554-2855, Deed, Pub. Recs., CoStar
Financing: Cash to Seller
Condition of Sale and Reason Bought/Sold: Market Transaction, Bought for development with shopping center w/outparcels
Days On Market: 510 Days **Prior Sale:** Portion of property sold 9/27/12 per DB 14960/1371 \$450,000
Present Use: Vacant Land **Zoning:** CU NB, Commercial
Highest and Best Use: Shopping Center
Size: 19.063 Acres±, 830,384 SF **Shape:** Irregular **Topography:** Generally Level
Existing R/W Area: None **Area Cleared/Wooded:** Mostly Wooded
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All Public
Access: Good via Forestville Rd and Rogers Road **Frontage:** 1,003 ± Ft on Forestville Rd; 258± Ft on Rogers Rd
Improvements: None at time of sale

Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$184,887/Acre, \$4.24/SF **Tax ID:** 0252645, 0094252, 0303623

Other Pertinent Information: "The Shoppes at Heritage Village" will be a 49,000 SF Publix-anchored center with outparcels. The site has frontage and access along Rogers Road, Forestville Road and a non-exclusive access easement off Foundation Drive. Additionally, approximately 5.15 acres located on the southwestern portion of the site is severed by the presence of the Neuse River buffer. The site is also encumbered by a City of Raleigh sewer easement. The severed portion is accessible by the easement off Foundation Dr. Since the initial purchase, the site has undergone significant site work and the Public store is under construction.



Taken By: Oakwood Valuation Group, LLC
Date Inspected: April 28, 2015



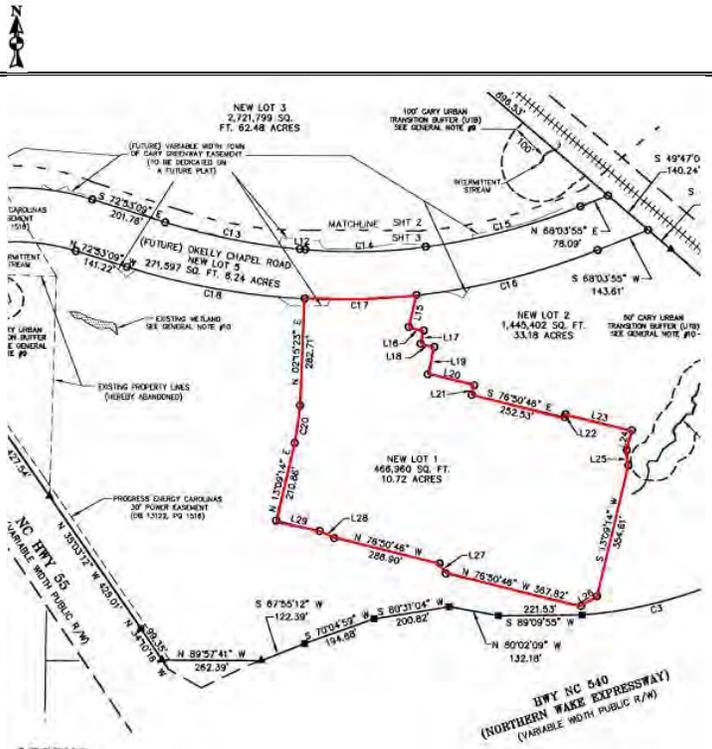
**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY BRANCH**

RECORD ID NO: 163

Date: January 03, 2013 **Deed Book/Page:** 15089/643 **Stamps:** \$6,000 **County:** Wake
Grantor: KRG/Prisa II Parkside, LLC **Grantee:** Target Corporation
Location: 7129 OKelly Chapel Road, Cary, NC, 27519
Sales Price: \$3,000,000 **Confirmed by (Name):** Press Release, Deed, Pub. Recs, CoStar
Financing: Cash to Seller
Condition of Sale and Reason Bought/Sold: Market Transaction, Bought for development with Target store
Days On Market: Unk. Days **Prior Sale:** No prior sales known in previous five years
Present Use: Shopping Center **Zoning:** GCM - General Commercial, Commercial
Highest and Best Use: Shopping Center
Size: 10.720 Acres±, 466,960 SF **Shape:** Irregular **Topography:** Generally Level
Existing R/W Area: None **Area Cleared/Wooded:** Mostly Wooded
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All Public
Access: Good via OKelly Chapel Rd (Proposed) **Frontage:** 295 ± Ft on O'Kelly Chapel Rd
Improvements: None at time of sale

Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$279,853/Acre, \$6.42/SF **Tax ID:** 0414276

Other Pertinent Information: Target has acquired 10.72 acres of raw land for the construction a 135,300 square foot store. The Target store will be located within Phase 1 of Parkside Town Commons, a mixed-use development consisting of nationally recognized retailers and a 294-unit multi-family project. Phase 1 will include the aforementioned Target store, a Harris Teeter containing 53,000 SF, a Petco with 12,500 SF, several smaller retail bays, and pad sites.



Taken By: Oakwood Valuation Group, LLC
Date Inspected: January 24, 2014



**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY BRANCH**

RECORD ID NO: 258

Date: February 24, 2015 **Deed Book/Page:** 15935/1814 **Stamps:** 21,300 **County:** Wake
Grantor: TEN Associates, Limited Partnership **Grantee:** CRP-Apex II, LLC
Location: US 64 @ Laura Duncan Road, Apex, NC, 27523
Sales Price: \$10,650,000 **Confirmed by (Name):** T. Everett Nichols, (919) 786-9928, Costar, Deed, Public Record
Financing: Cash to Seller
Condition of Sale and Reason Bought/Sold: Market Transaction, Purchased Shopping Center
Days On Market: Unk Days **Prior Sale:** None in Last 5 Years
Present Use: Construction of Shopping Center **Zoning:** PC-CZ, Commercial
Highest and Best Use: Commercial
Size: 37.825 Acres±, 1,647,672 SF **Shape:** Irregular **Topography:** Rolling
Existing R/W Area: None **Area Cleared/Wooded:** Wooded
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All Public
Access: Good Via US Hwy 64 **Frontage:** 2,320 ± Ft on US Hwy 64
Improvements: None at Time of Sale

Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$281,557/Acre, \$6.46/SF **Tax ID:** 0427893, 0427894, 04270891, 0427892

Other Pertinent Information: 37.825 acres of raw land was purchased on 2/24/15 for \$10,650,000 or \$6.46/SF. Additional Costs were incurred by the need for two breaks in controlled access along the US 64 frontage. Price of the breaks was \$768,700 and recorded in DB 16091 PG 535. Total Cost equals \$11,418,700. The site is irregular in shape, has adequate frontage on US 64, and was wooded at the time of sale. Construction on a Costco Wholesale-anchored shopping center has begun. The project includes about 300,000 square feet of new retail and commercial space. The Costco Building will be approx. 149,500 square feet.



Taken By: Oakwood Valuation Group, LLC
Date Inspected: October 17, 2014



**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY BRANCH**

RECORD ID No: 305

Date: February 19, 2016 **Deed Book/Page:** N/A **Stamps:** N/A **County:** Wake
Grantor: Food Lion, LLC **Grantee:** N/A - Active Listing
Location: 205 Jones Dairy Road, Wake Forest, NC, 27587
Sales Price: \$3,700,000 **Confirmed by (Name):** Debbie Holloway (Seller), (704) 496-7126, Public Record, Deed, Costar
Financing: Cash to Seller
Condition of Sale and Reason Bought/Sold: Market Transaction, Offered as a shopping center site (former Food Lion site)
Days On Market: Unk Days **Prior Sale:** Prior Sale 7/2/12 (Raw Land) \$1,800,000 per Broker (Deed Incorrect)
Present Use: Vacant land, graded and pad ready **Zoning:** HB, Commercial
Highest and Best Use: Commercial
Size: 13.485 Acres±, 587,399 SF **Shape:** Irregular **Topography:** Gradually Sloping downward NW to SE
Existing R/W Area: None **Area Cleared/Wooded:** Cleared
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All Public
Good via Jones Dairy Road & Wait Ave (NC
Access: 98) **Frontage:** 1,221 ± Ft on Jones Dairy Road; 1,059± Ft on Highway 98
Improvements: None at Time of Sale

Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$274,382/Acre, \$6.30/SF **Tax ID:** 0296876 & 0374555

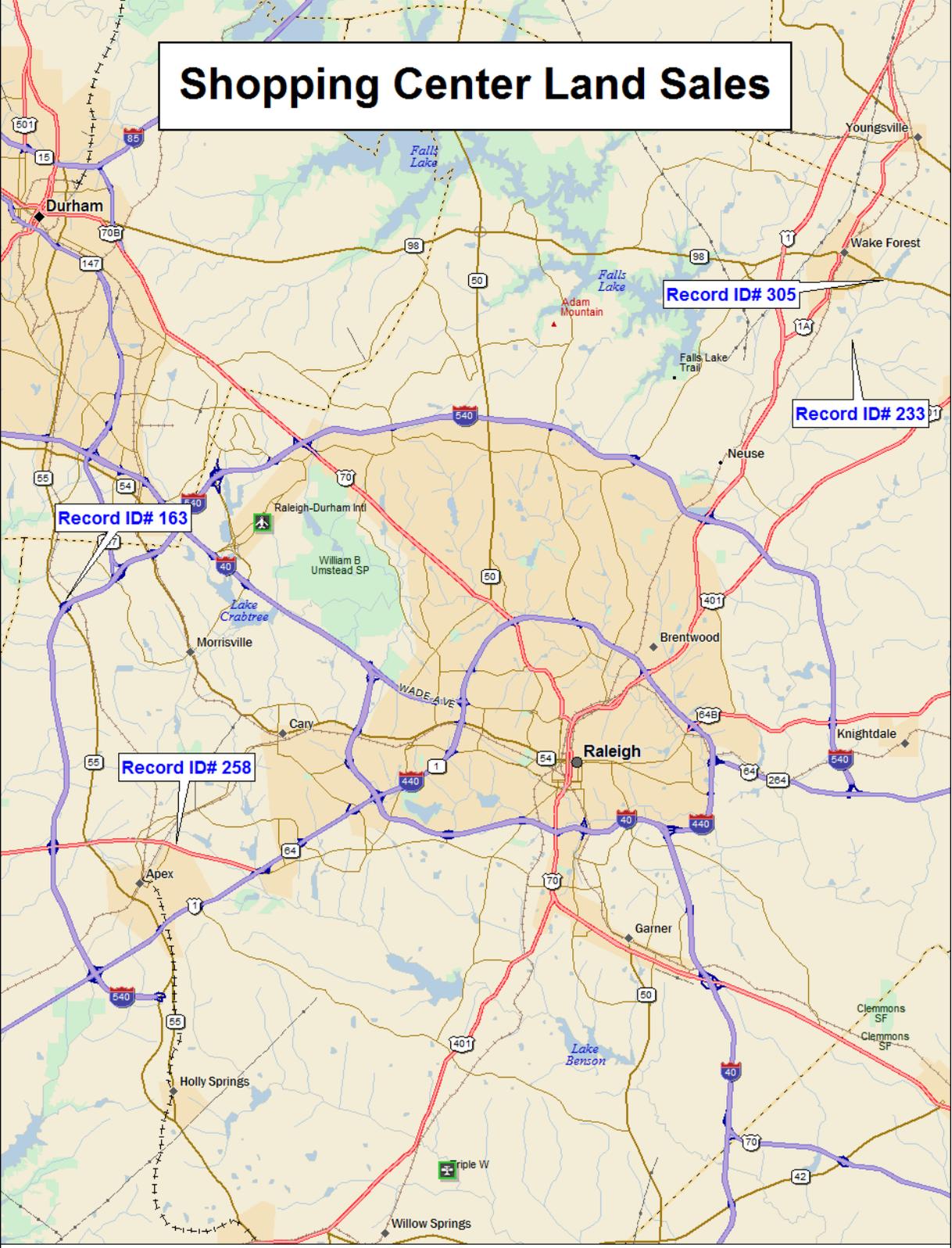
Other Pertinent Information: The site was originally purchased by Food Lion to be developed with a shopping center. According to the broker, the site (raw land) sold to Food Lion on 7/2/12 for \$1,800,000 (stamps on deed incorrect). Approximately 4.838 acres of the property is encumbered by floodway/floodplain/greenway easement. Since the initial purchase, the site has undergone considerable site work (grading, retaining walls, road widenings, etc.). The property is now offered for sale at \$3,700,000 or \$6.30 per square foot.



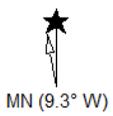
Taken By: Oakwood Valuation Group, LLC
Date Inspected: February 19, 2016



Shopping Center Land Sales



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Data Zoom 9-7



**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY BRANCH**

RECORD ID No: 429

Date: July 30, 2015 **Deed Book/Page:** 4635/139 **Stamps:** \$1,250 **County:** Johnston
Grantor: Michael J. Abdalla, Sr. **Grantee:** Fishback Company, LLC
Location: US 70 at I-95 Exit 97, Selma, NC, 27576
Sales Price: \$625,100 **Confirmed by (Name):** Julian Marshall (Broker), 919-595-8989, Deed, Public Records, CoStar
Financing: Cash to Seller
Condition of Sale and Reason Bought/Sold: Market Transaction, Hold for Future Investment
Days On Market: Unknown Days **Prior Sale:** No sales known in previous five years.
Present Use: Vacant Land **Zoning:** GB, Commercial
Highest and Best Use: Commercial Development
51.765 Acres±, 2,254,883 Irregular
Size: SF **Shape:** rectangle **Topography:** Level
Existing R/W Area: None **Area Cleared/Wooded:** Wooded
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All Public Nearby
564 ± Ft on JR Road; 1,086± Ft on US HWY 70A Bypass
Access: Good via JR Road **Frontage:** (Controlled); 878± Ft US HWY 70A (Controlled)
Improvements: None at time of sale

Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$12,076/Acre, \$0.28/SF **Tax ID:** 14M12001A

Other Pertinent Information: 51.765 acre site located along JR Road in Selma. The tax records and deed indicate a sale price of \$625,000 but the broker confirmed the sale price of \$625,100. The site borders US Highway 70 E and the 70 Bypass (both controlled) at exit 97 on Interstate 95. The site has access along JR Road which is a narrow paved, dead end road. For a distribution type development, JR Road would have to be upgraded for truck use and/or a second ingress/egress point might be necessary to make the site viable for maneuverability. At the time of the field inspection, the site remained vacant and has since been offered for sale by Jay Taylor with SVN Commercial along with an adjoining site for \$1,770,000 (63.08 acres total offered at \$28,060 per acre). According to Mr. Taylor, the site had previously been listed by David Devine with Colliers International for \$2,546,550 but the listing expired. Mr. Taylor noted that demand for large tracts in this area cooled after CSX abandoned its plans to construct an intermodal rail hub in Selma.



Taken By: Oakwood Valuation Group, LLC
Date Inspected: March 08, 2017



NORTH CAROLINA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY BRANCH

RECORD ID No: 430

Date: January 31, 2014 **Deed Book/Page:** 3190/336, 342, 347, 353 **Stamps:** \$7,127 **County:** Harnett
Grantor: Weeks; Carolina Eastern-Benson, Inc.; Tart Trust **Grantee:** Rooms To Go Distribution Company LLC
Location: 901 Rooms To Go Way, Dunn, NC, 28334

Sales Price: \$3,563,500 **Confirmed by (Name):** Jim Allaire (Broker) via Triangle Business Journal, Deed, Public Records, Fay. Observer; CoStar

Financing: Cash to Seller

Condition of Sale and Reason Bought/Sold: Market Transaction, Purchased for the development of a distribution facility and showroom

Days On Market: Unknown Days **Prior Sale:** No sales known in previous five years

Present Use: Room to Go distribution facility and showroom **Zoning:** I-100, Industrial

Highest and Best Use: Industrial Development

Size: 116.271 Acres±, 5,064,765 SF **Shape:** Irregular **Topography:** Level

Existing R/W Area: None **Area Cleared/Wooded:** Cleared

Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** Extended to site and paid for by grants from Dunn

Access: Good via Rooms To Go Way **Frontage:** 2,704 ± Ft on Rooms To Go Way; 694± Ft on I-95

Improvements: Farm buildings given no consideration in the purchase price

Lessor: N/A **Lessee:** N/A

Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A

1526-46-8343;1526-47-7666;1526-47-8120;1526-25-9378;1526-36-5382;1526-37-8140;1526-58-1305;1526-48-8105

Unit Price: \$30,648/Acre, \$0.70/SF **Tax ID:** 48-8105

Other Pertinent Information: 116.271 acres (net of service road) purchased by Room to Go for the development of a 1.45 million square-foot distribution facility and showroom. The site has approximately ½ mile of frontage and visibility along Interstate 95 and is situated off exit 75 in Dunn. Furthermore, the site is located approximately 6 miles south of the I-40/I-95 interchange, 30 miles south of Raleigh, and 30 miles north of Fayetteville. According to published news reports, the specific location made the site ideal for the distribution facility. Construction of the site has been facilitated by a series of state and county incentives. The State Commerce Department provided a grant valued at \$200,000 and the City of Dunn along with Harnett County covered most of the cost to extend water and sewer. The NCDOT also provided a service road and other highway improvements. In total, the project will result in the addition of roughly 225 jobs.



Taken By: Oakwood Valuation Group, LLC

Date Inspected: March 02, 2017



NORTH CAROLINA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY BRANCH

RECORD ID No: 431

Date: December 23, 2013 **Deed Book/Page:** 4399/57 **Stamps:** \$2,450 **County:** Johnston

Grantor: Walthom Group, VII **Grantee:** Promenade Apartments, LLC

Location: Close to corner of US HWY 70 Bus. and Shotwell Rd. , Clayton, NC, 27520

Sales Price: \$1,225,000 **Confirmed by (Name):** Norwood Thompson w/Grantor 919-553-5400; Clayton Planning Department, Deed, Public Records, CoStar

Financing: Cash to Seller

Condition of Sale and Reason Bought/Sold: Market Transaction, Bought for development with 288-unit apartment project

Days On Market: Unknown Days **Prior Sale:** No sales known in previous five years.

Present Use: Stallings Mill Apartment project under construction **Zoning:** PD-R, Commercial

Highest and Best Use: Commercial, multi-family

Size: 22.464 Acres±, 978,551 SF **Shape:** Irregular **Topography:** Sloped: High Side - Shotwell Rd.(East), Low Side - Western creek boundary

Existing R/W Area: None **Area Cleared/Wooded:** Cleared

Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All Public

Access: Good via US HWY 70 Bus. and Shotwell Rd. **Frontage:** 914 ± Ft on US HWY 70; 333± Ft on Shotwell Road

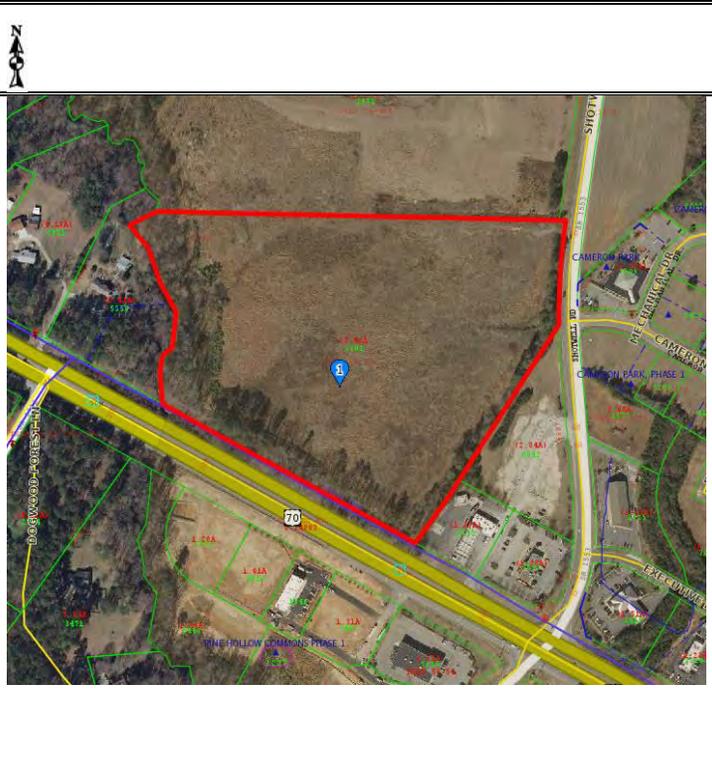
Improvements: None at time of sale

Lessor: N/A **Lessee:** N/A

Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A

Unit Price: \$54,531/Acre, \$1.25/SF **Tax ID:** 05G02205C

Other Pertinent Information: 22.460 acre site located near the corner of US Highway 70 (Business) and Shotwell Road in Clayton. The site has visibility and right-in, right-out access along US 70 Business as well as full-movement ingress/egress along Shotwell Road. The site is located in Clayton - a bedroom community for Raleigh and an area experiencing a population boom with a corresponding high demand for real estate. The western 1/3 of the site is located within a floodplain which, based on the site plan, did not impede development. The site is currently under construction with a 288-unit apartment project to be called Stallings Mill.



Taken By: Oakwood Valuation Group, LLC
Date Inspected: March 08, 2017



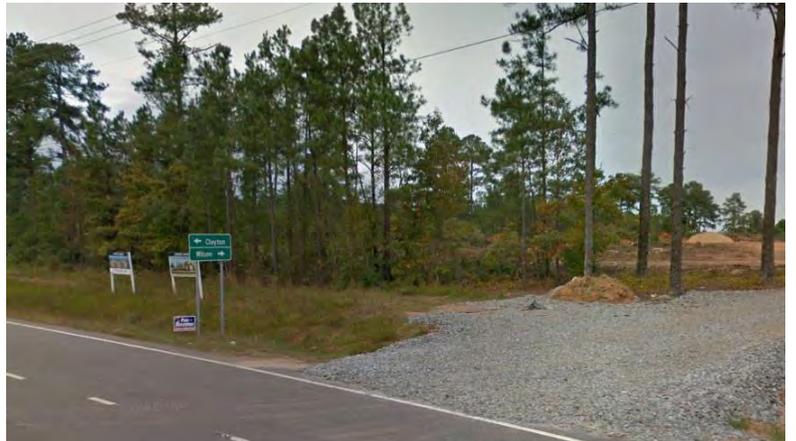
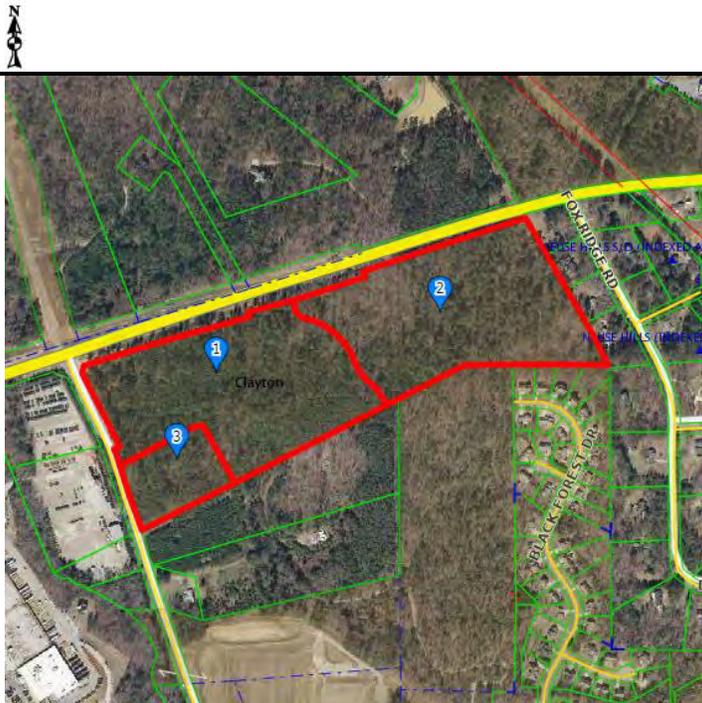
**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY BRANCH**

RECORD ID No: 432

Date: September 19, 2016 **Deed Book/Page:** 4835/313, 316, 319 **Stamps:** \$4,000 **County:** Johnston
Grantor: James & Carolyn Hunt et al **Grantee:** The Shoppes at Glen Laurel; The Pines at Glen Laurel; Tellico Greens LLC
Location: 1430 North Carolina 42, Clayton, NC, 27527
Sales Price: \$2,000,000 **Confirmed by (Name):** Multiple Sources, N&O, Clayton Planning, Deed, Public Records
Financing: Cash to Seller
Condition of Sale and Reason Bought/Sold: Market Transaction, Development of commercial/retail, self-storage facility and apartments
Days On Market: Unknown Days **Prior Sale:** No sales known in previous five years.
Present Use: Commercial/retail and apartment units currently under construction **Zoning:** PD-MU, Commercial
Highest and Best Use: Mixed-use
Size: 44.649 Acres±, 1,944,910 SF **Shape:** Irregular **Topography:** Level
Existing R/W Area: None **Area Cleared/Wooded:** Wooded
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All Public
Access: Good via NC-42 and Glen Laurel Rd. **Frontage:** 2,449 ± Ft on NC HWY; 42 991± Ft on Glen Laurel Road
Improvements: None at time of sale

Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$44,794/Acre, \$1.03/SF **Tax ID:** 05104003W, 05104003V, 05104003

Other Pertinent Information: 44.649 acre site located at the corner of NC Hwy 42 and Glen Laurel Road in Clayton. The site is to be developed with 240 apartment units, strip retail bays, and a self-storage facility. The site has good visibility and access via three driveway cuts along NC 42 and two along Glen Laurel Road. The project will also have internal access. The site was zoned I-2 at the time the property was placed under contract. The sale was contingent upon site plan approval and a change in zoning to PDM-U which was approved.



Taken By: Oakwood Valuation Group, LLC
Date Inspected: October 01, 2016



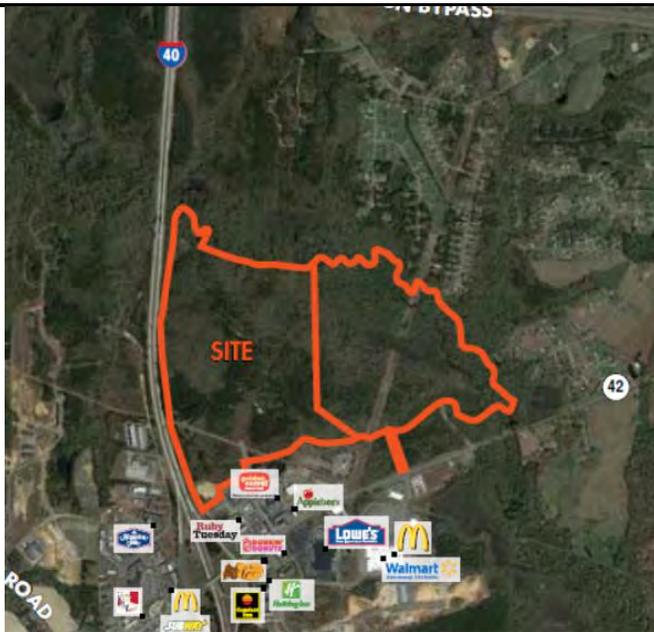
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY BRANCH

RECORD ID No: 433

Date: March 08, 2017 **Deed Book/Page:** N/A – Former Listing **Stamps:** N/A **County:** Johnston
Grantor: Son-Lan Classic Development Co., LLC **Grantee:** _____
Location: Near intersection of NC 42 and I-40 Exit 312, Garner, NC, 27529
Sales Price: \$9,900,000 **Confirmed by (Name):** Karl Hudson (Broker), 919-987-1012, Deed, Public Records, CoStar
Financing: Cash to Seller
Condition of Sale and Reason Bought/Sold: Offered at Market,
Days On Market: 1,195 Days **Prior Sale:** Multi-family portion of listing sold 12/22/2016 for \$1,700,000
Vacant and ready for development; 19.41 acres currently under
Present Use: construction with multi-family units **Zoning:** IHI-SUD, Commercial
Highest and Best Use: Commercial and mixed use multi-family
Size: 297.295 Acres±, 12,950,186 SF **Shape:** Irregular **Topography:** Varying degrees of slope.
Existing R/W Area: None **Area Cleared/Wooded:** Wooded
Soil Type: Typical **Drainage:** Appears Adequate **Available Utilities:** All Public
4,430 ± Ft on Son Lan Parkway; 4,600± Ft on I-40 (Controlled
Access: Good from Son-Lan Parkway **Frontage:** Access); 425± Ft. Bratton Drive
Improvements: None at the time of listing.

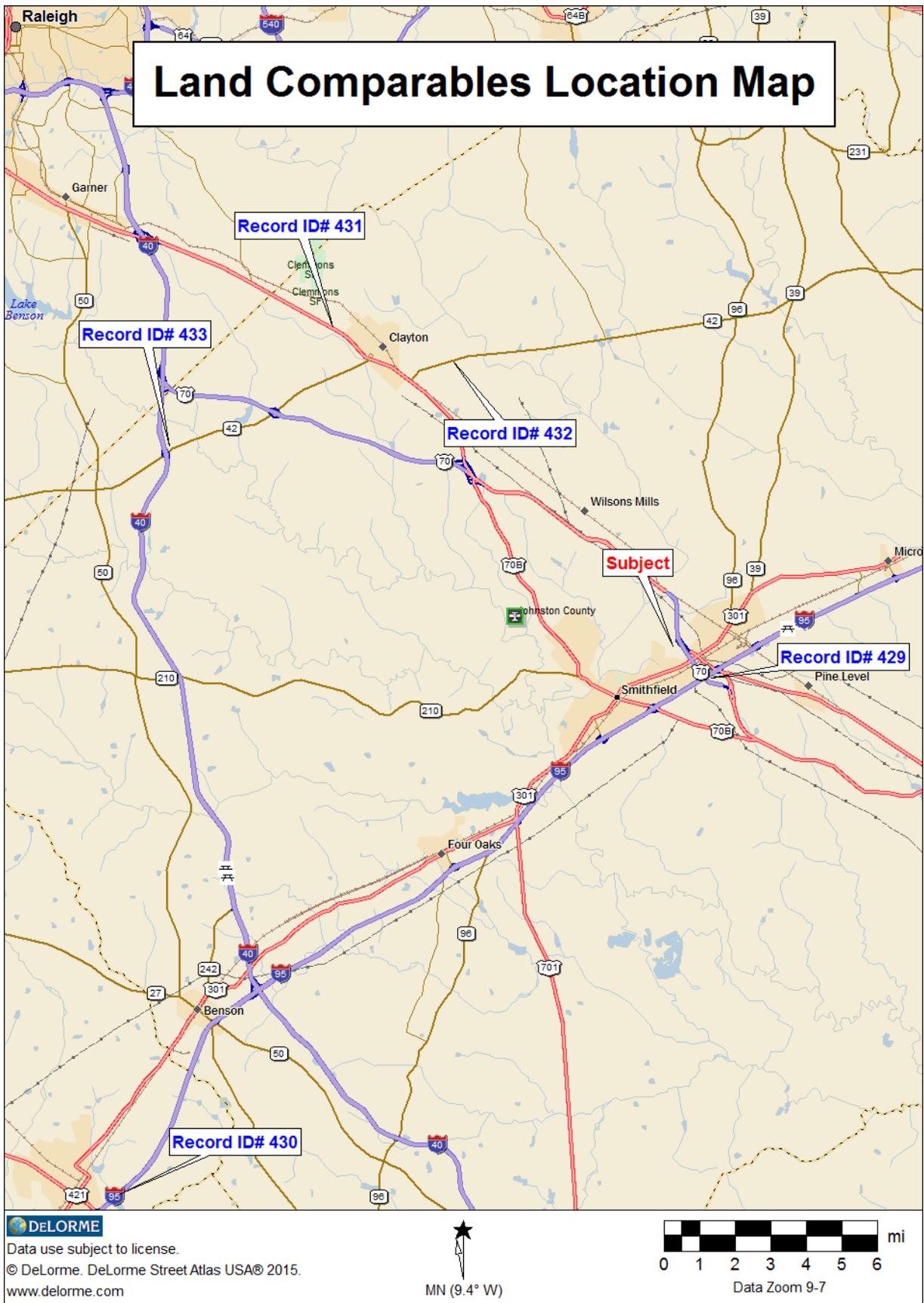
Lessor: N/A **Lessee:** N/A
Rentable Area: N/A **Rent:** N/A **V & C:** N/A **Expenses:** N/A **Term:** N/A
Unit Price: \$33,300/Acre, \$0.76/SF **Tax ID:** 06E02002;06D01022

Other Pertinent Information: 297.295 acre site consisting of a former offering by Karl Hudson with Foundry Commercial. The site is located along NC Highway 42 at the I-40 interchange (exit 312). The site has extensive visibility along I-40 (approximately 4,600 feet) and good ingress/egress via the recently improved Son-Lan Parkway. According to the broker, the listing has expired and the seller is currently undertaking the development of the single-family residential section and has sold off 19.41 acres to a multi-family developer (currently under construction).



Taken By: Oakwood Valuation Group, LLC
Date Inspected: March 08, 2017





| Summary of Area Land Sales | | | | | | |
|---|------------|------------------------|----------------|--------------|-------------------------------------|------------------------|
| Sale Record ID No. | Sale Date | Address | Land Area (SF) | Sale Price | Sale Price Adj. For Mkt. Conditions | Adj. Sale Price Per SF |
| Small Commercial Land Sales | | | | | | |
| *403 | 08/31/16 | 109 N. Brightleaf | 39,802 | \$485,200 | \$489,373 | \$12.30 |
| 384 | 10/13/14 | 107 N. Pollock | 44,997 | \$475,000 | \$505,970 | \$11.24 |
| 383 | 05/01/15 | 130 S. Equity | 115,422 | \$1,050,000 | \$1,101,135 | \$9.54 |
| 382 | 08/20/15 | 1170 S. Pollock | 42,310 | \$452,000 | \$469,899 | \$11.11 |
| Shopping Center Land Sales | | | | | | |
| 233 | 03/26/15 | 916 Forestville | 830,384 | \$3,524,500 | \$3,706,717 | \$4.46 |
| 163 | 01/03/13 | 7129 O'Kelly Chapel | 466,960 | \$3,000,000 | \$3,355,200 | \$7.19 |
| **258 | 02/24/15 | US 64 @ Laura | 1,647,672 | \$11,418,700 | \$12,037,594 | \$7.31 |
| 305 | Active | 205 Jones Dairy | 587,399 | \$3,700,000 | \$3,700,000 | \$6.30 |
| Large Commercial Acreage Sales | | | | | | |
| 429 | 07/30/15 | US 70 @ JR Road | 2,254,883 | \$625,100 | \$650,917 | \$0.29 |
| 430 | 01/31/14 | 901 Rooms to Go Way | 5,064,765 | \$3,563,500 | \$3,870,317 | \$0.76 |
| 431 | 12/23/13 | US 70 @ Shotwell Rd | 978,551 | \$1,225,000 | \$1,334,393 | \$1.36 |
| 432 | 09/19/16 | NC 42 @ Glen Laurel Rd | 1,944,910 | \$2,000,000 | \$2,014,200 | \$1.04 |
| ***433 | Off Market | I-40 @ NC 42 | 12,950,186 | \$9,900,000 | \$8,415,000 | \$0.65 |
| Notes | | | | | | |
| *Rec. ID# 403 was adjusted up \$43,200 for demolition | | | | | | |
| **Rec. ID# 258 was adjusted up \$768,700 for additional cost to obtain access | | | | | | |
| ***Rec. ID# 433 adjusted down for average list to sale price differential | | | | | | |

The area sales are first adjusted for conditions affecting the purchase price. Record ID# 403 was adjusted for the additional costs associated with the demolition of a structure. The cost to raze the existing building was estimated at \$43,200. Record ID# 258 incurred \$768,700 in additional costs to acquire a break in control of access along US Highway 64. Record ID# 433 was adjusted for the average difference between offering price and sales price (15%).

Next, the sales are adjusted for changes in market conditions that occurred after their respective sale dates. The adjustment for market conditions is to compensate a property for appreciation or depreciation experienced in the marketplace because of inflation and or supply and demand factors over time the Raleigh/Cary MSA has been growing in spite of the state and national housing slow-down. However, in 2007 through the end of 2011, the state and national economic climate was dismal and the Triangle area saw a real estate contraction with no market evidence of appreciation. 2012 saw significant growth with land prices escalating at an estimated 3% annual rate through 2015. Hence, any sales occurring after 2012 are adjusted to reflect upward-trending real estate values at 3% per year.



Conclusions: After adjustments are made to the area sales to reflect the net purchase to the land and for changes in market conditions, the appraiser will ascribe a unit value to the parcels fronting along the corridor. The unit value is also provided with consideration of land values as estimated by Oakwood Valuation Group, LLC for the abutting properties.

The analysis produces the following conclusions of ATF value:

| Value of Corridor (Prior to Corridor Factor) | | | | | | | | | | | | |
|--|-----------|---------------------------|------------------|--------------------------------|----------------|----|-------------------------------|------------------|---------------|---------------|-------------------|------------------|
| NCDOT Parcel No. | Tax ID# | Abutting Owner | Abutting Acreage | Frontage on Road (Linear Feet) | Corridor Width | | Aprox. SF Land Area Adjoining | Adjoining Zoning | Adjoining Use | Est. Value/SF | Value of Corridor | |
| 036A | 14L10199C | Ragsdale/Millard | 0.461 | 199.873 | x | 30 | = | 5,996 | B-3 | Imp. Comm. | \$12.00 | \$71,954 |
| 036 | 14L10199I | Ragsdale/Millard | 0.460 | 200.000 | x | 30 | = | 6,000 | B-3 | Imp. Comm. | \$12.00 | \$72,000 |
| 024 | 14057009 | Nell M. Howell Rev. Trust | 211.750 | 633.882 | x | 30 | = | 19,016 | B-3 | Vac. Comm. | \$0.46 | \$8,748 |
| 035 | 14057020C | TRMIHA, LLC | 1.741 | 399.980 | x | 30 | = | 11,999 | B-3 | Imp. Comm. | \$11.25 | \$134,993 |
| 034 | 14057012D | Wal-Mart RE Trust | 26.128 | 669.018 | x | 30 | = | 20,071 | B-3 | Imp. Comm. | \$6.75 | \$135,476 |
| Total Adjoining Parcels Frontage per CADD: | | | | 2,102.753 | x | 30 | = | 63,083 | | | | \$423,171 |
| Size of Subject Corridor as indicated by CADD: | | | | 1,051.377 LF (Avg.) | x | 60 | = | 63,191.242 | | | Rounded: | \$423,150 |
| Total Frontage per CADD | | | | 2,102.754 LF | | | | | | | | |

As previously detailed, ATF value is based on a comparison with adjacent lands without regard for size, shape, or topography. The ATF value accounts for location and market conditions without consideration of what is known as a “Corridor Factor”. Again, *The Dictionary of Real Estate Appraisal* is consulted which revealed the following definition:

In the valuation of existing corridors, a factor that expresses the ratio of the price paid for a transportation or communication corridor (i.e., the sale price of an existing corridor) and the across the fence (ATF) value. Typically used in the valuation of existing corridors and not the assembly of a new corridor.⁷

As indicated by professionals utilizing the ATF method, the key to understanding corridor valuation is “plottage.” An assemblage of land gives the land an enhanced value over and above the sum of the values of the individual component lots. John P. Dolman and Charles F. Seymour’s article “Valuation of Transportation/Communication Corridors,” states that functional corridors are intrinsically valuable because they are assemblages, and assemblage enhances the value of the component lots. Plottage is reflected by applying the “Corridor Factor”.

To recognize plottage, a Corridor Factor is applied to the ATF value to arrive at the overall value. The Corridor Factor is expressed through the ratio of the price paid for a transportation

⁷ Ibid, Page 67.



corridor and the ATF value. As mentioned earlier, the ideal situation would be for the appraiser to have several sales of corridors for which to analyze both the sale price and the ATF values. However, no such sales are available. In this instance, the appraiser has had to rely on previous research done in the arena of corridor valuation. While some of the sales are dated, the ratio is insulated by time. Nearly all of the data available to the appraiser through the Appraisal Institute’s Lum Library indicates that Corridor Factors typically range between 1.00 and 2.00. Given the subject’s location and that the subject corridor is short by comparison to a typical corridor that sometimes includes over 100 miles of transportation facilities; the appraiser has applied a Corridor Factor of 1.05. Therefore, the overall value of the subject is calculated as follows:

| Corridor Factor | |
|-------------------------|-------------------|
| Value of Corridor | \$ 423,150 |
| x Corridor Factor: | 1.05 |
| Concluded Value: | \$ 444,308 |
| Rounded: | \$ 444,300 |
| Size of Corridor (SF) | 63,191.242 |
| Implied Value/SF | \$ 7.03 |

Improvement Value

The contributing value of the subject improvements is based on estimate of the reproduction cost (as if new) and the deduction of accrued depreciation (since the improvements are not new). The estimate of reproduction costs for the subject is provided by utilizing Marshall Valuation Service, a nationally recognized cost index. The value of the street improvements is as follows:

| STREET IMPROVEMENTS | | | | | |
|---|--------|----------|------------|-----------|----------------|
| Item | Units | Cost* | Cost New | % Deprec. | Depr. Cost (R) |
| Asphalt Paving | 33,644 | \$ 5.84 | \$ 196,481 | 20% | \$ 157,200 |
| Concrete Curbing & Gutters | 2,103 | \$ 11.41 | \$ 23,995 | 20% | \$ 19,200 |
| Total | | | \$ 220,476 | | \$ 176,400 |
| *Includes Entrepreneurial Incentive @ 15% | | | | | |



RECONCILIATION AND FINAL VALUE ESTIMATE

The appraiser has performed a valuation of the subject corridor utilizing the ATF method with consideration of a Corridor Factor. This methodology is widely accepted as the most appropriate to the valuation of existing corridors. Intrinsic in the valuation of the corridor is the individual values of the properties through which the subject passes. In this instance, the strength of the approach is that the appraiser did, in fact, appraise each of the properties adjoining the subject corridor. Therefore, the value estimate is believed to be well supported since the value of the abutting sites relied on the same sales data provided in the corridor valuation. The cost of the improvements was provided by the Marshall & Swift Commercial Cost guide with the appraiser’s estimate of depreciation. In the absence of a contractor’s “take-off” detailing potential features not included in the Marshall estimate, the estimate provided is believed the best available and has been adopted for this analysis. Therefore, given these conclusions, it is my opinion that the market value for the subject is as follows:

| FINAL VALUE ESTIMATE - BEFORE | |
|--------------------------------------|-------------------|
| Land Value | \$ 444,300 |
| Value of Street Improvements | \$ 176,400 |
| Total | \$ 620,700 |

DESCRIPTION OF THE ACQUISITION

The acquisition affecting the subject is part of a larger project that involves the extension of SR 1923 (Booker Dairy Road) from SR 1003 (Buffalo Road) to US 301 (Bright Leaf Boulevard). Work to be included in the project includes grading, paving, drainage infrastructure, the installation of culverts, and signals.

Land:

According to the Summary Sheet, the taking consists of 1.426 acres (62,114.725 square feet per CADD) of the subject property. The area being acquired in fee consists of the majority of the property with the exception of 0.025-acre (1,076.519 square feet).



As part of the project, a Temporary Construction Easement (TCE) containing 0.023-acre (988.976 square feet per CADD) will be located on the remainder. The TCE consists of an area fronting NCDOT Parcel 035. The TCE is triangular in shape and is needed to facilitate construction of the highway project. After completion of the project, the land area will revert to the property owner. As such, the easement is deemed less impacting than that of a permanent taking.

Improvements:

Improvements within the acquisition area include the asphalt paved roadway along with concrete curbing and gutters.

DESCRIPTION OF THE REMAINDER AND EFFECTS OF THE ACQUISITION

Land:

Without consideration of the easements, the remainder includes a total of 0.025-acre (1,076.519 square feet) for a reduction in size of 98.30%.

Improvements:

There are no remaining improvements in the after condition.

Effects of the Acquisition:

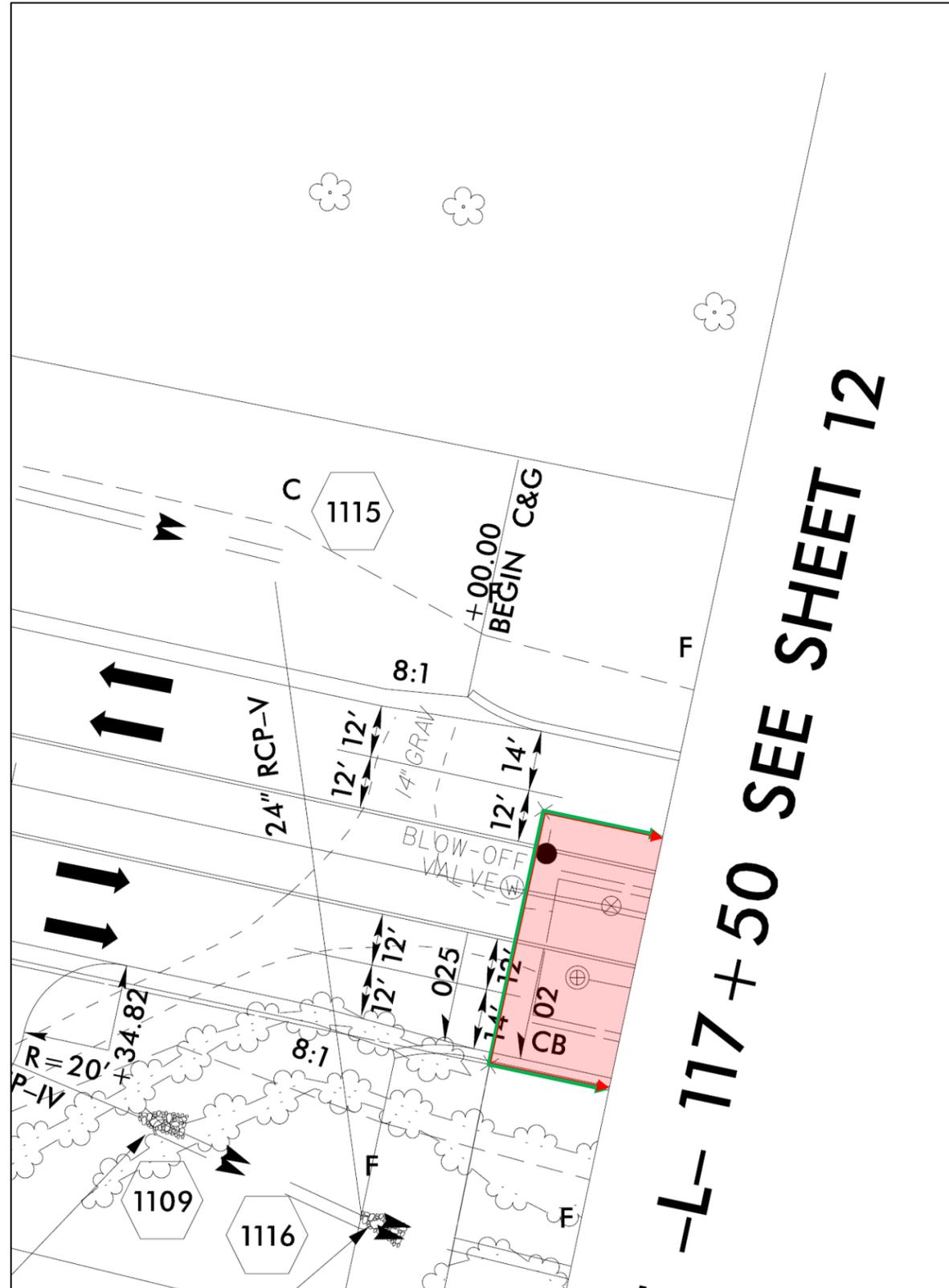
Land:

The subject has seen a 98.30% reduction in land area. In the after condition, the subject remainder is too small for development and can no longer be used for corridor purposes. Accordingly, the remainder is considered to be impaired, resulting in damages.

On the following acquisition map, the subject's property lines are highlighted in Green, the area acquired in fee is highlighted in Red and the TCE in Yellow.



ACQUISITION MAP (SHEET 11)

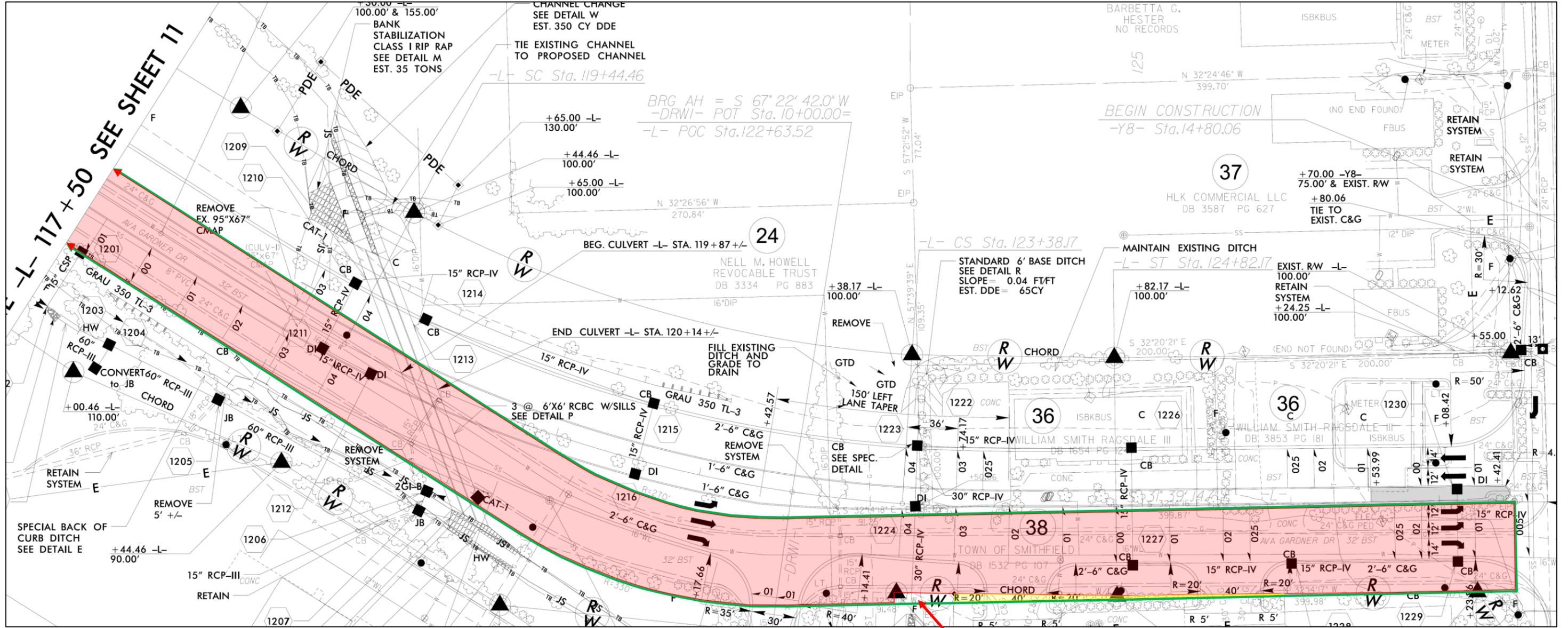


-L- 117 + 50 SEE SHEET 12

| | |
|--------------------------|--------------------|
| Owner: | Town of Smithfield |
| WBS Element: | 34929.2.5 |
| TIP # / Parcel #: | U-3334B / 039 |
| Area Before: | 1.451 Acres |
| Area After: | 0.025-Acre |
| Area Taken: | 1.426 Acres |
| TCE: | 0.023-Acre |



ACQUISITION MAP (SHEET 12)



**0.025-Ac
Remainder**

| | |
|--------------------------|--------------------|
| Owner: | Town of Smithfield |
| WBS Element: | 34929.2.5 |
| TIP # / Parcel #: | U-3334B / 039 |
| Area Before: | 1.451 Acres |
| Area After: | 0.025-Acre |
| Area Taken: | 1.426 Acres |
| TCE: | 0.023-Acre |



HIGHEST AND BEST USE OF THE REMAINDER

The subject has seen a reduction in land area of 99.84% with a remaining size of 0.025-acre (1,076.519 square feet). The subject has been made significantly smaller rendering the site as only suitable for continued corridor use as part of the NCDOT project or for assemblage with the adjoining property to the west. Since the NCDOT project did not include the subject remnant, it is assumed that it is not needed to facilitate the highway project. Therefore, the only conceivable use is in assemblage with the adjoining site. Given its exceedingly small size and nominal utility, the remainder is considered to be impaired resulting in damages.

VALUATION OF THE PROPERTY - AFTER THE TAKING

In the before-value section of this report, the appraiser utilized the cost approach. The same methodology is applied in the after condition.

COST APPROACH – AFTER

Much of the data from the before-value analysis is incorporated herein, modified to reflect the effects of the taking.

Land Value – After

The subject site has been reduced to 0.025-acre (1,076.519 square feet). In order to estimate damages to the remainder arising out of its change in size and highest and best use, the same sales analyzed in the before condition are brought forward and applied to the after condition. In the before condition, the subject had a total value of \$444,300 which equates to \$7.03 per square foot. Because the remainder is exceedingly small and offers nominal utility to the assembled site, damages are considered.

The degree to which a remainder property loses value by virtue of a taking is a subjective estimate in that there are no clearly defined formulaic methods to determine the loss in value. However, much of the subjectivity involved in the estimate can be removed, and the appraiser's judgment facilitated, by consideration of market data involving other properties with adverse issues. Oakwood Valuation Group, LLC continuously studies the impact of many adverse



situations to both land and improved properties, and the appraiser is familiar with and participates in that research. All types of land and improved properties with varying degrees of impact are studied. Analysis of the data shows that value differences vary considerably with the severity of the issues. In formulating my estimate of the impact on the subject properties' values arising out of the transformation of Booker Dairy Road, the results of similar situations on other properties have been considered (to the extent possible).

Beyond those performed by this office, numerous studies have been published in which real estate values were analyzed for properties impacted by road projects. The studies include technical multiple regression analyses where data is abundant. In most cases, the studies found that the long-term impact of highway improvements have caused a net increase in property values as a result of an improved transportation infrastructure that provides increased access to goods and services and increased/more efficient traffic flow. However, in this instance the subject remainder offers little utility to the adjoining site other than a nominal expansion of land area.

In general, damages derived from highway projects may result from front yard takings, or on the side or rear, with the front takings usually being more severe. However, the degree of severity is also a function of how much right-of-way is being taken and how much setback will remain between the right-of-way and the improvements. It is also a function of whether it is an expansion of an existing right-of-way or the imposition of a new right-of-way where no right-of-way previously existed. Likewise, it is a function of the type of right-of-way; i.e., small city street or major thoroughfare such as a multi-lane divided highway. It too is a function of mitigation such as noise walls or grade changes. All of these factors must be taken into consideration in estimating the impact of a proximity issue that arises out of a taking of part of a property.

In the before condition, the subject was part of an established corridor with a blended value indicated at \$7.03 per square foot (after the Corridor Factor of 1.05 is applied). Given the nominal utility that the remainder offers the assembled site, it is the appraiser's opinion that the remainder is subjected to a 95% impairment.



Conclusions:

After the previously described impairment is applied, the subject's value is estimated at 95% of the before value (\$7.03/SF) or \$0.35/SF. Therefore, the after value of the subject remainder (prior to consideration of the TCE) is as follows:

$$\mathbf{0.025\text{-Acre Remainder (1,076.519 SF) x \$0.35/SF = \$400 (rounded)}$$

Easement Valuation:

As part of the project, a Temporary Construction Easement (TCE) containing 0.023-acre (988.976 square feet) will be located on the remainder. The TCE consists of one area that will adjoin the new right-of-way fronting along NCDOT Parcel 035.

The TCE is triangular in shape and is needed to facilitate construction of the highway project. After completion of the project, the land area will revert to the property owner. As such, the temporary easement is deemed less impacting than that of a permanent taking. Accordingly, the TCE is valued at 50% of the land after value or:

$$\mathbf{0.023\text{-acre (988.976 SF) x \$0.35/SF x 50\% = \$150 (rounded).}$$

Therefore, the after value of the land is **\$250** (\$400 less \$150 (TCE)).



RECONCILIATION AND FINAL VALUE ESTIMATE – AFTER THE TAKING

The cost approach was used to estimate the after value with the following results:

| FINAL VALUE ESTIMATE - AFTER | |
|-------------------------------------|---------------|
| Land Value | \$ 250 |
| Value of Street Improvements | \$ - |
| Total | \$ 250 |

DIFFERENCE IN BEFORE AND AFTER VALUES

| DIFFERENCE - BEFORE & AFTER | |
|--|-------------------|
| Before | \$ 620,700 |
| After | \$ 250 |
| DIFFERENCE | \$ 620,450 |



ADDENDA



| ALLOCATION | | |
|---|--|------------------|
| Value of Land Taken: | | |
| Permanent Right-of-Way: | | \$436,700 |
| Temporary Easements: | | \$150 |
| Permanent Easements: | | \$0 |
| Total Value of Land Acquired: | | \$436,850 |
| Value of Improvements Taken: | | \$176,400 |
| Damages to Remainder: | | |
| Land: | | \$7,200 |
| Improvements: | | \$0 |
| Benefits to Remainder: | | \$0 |
| Difference Between Before and After Values: | | \$620,450 |

The subject corridor containing 1.451 acres (63,191.242 square feet) was valued at \$444,300 which equates to a blended value of \$7.03/SF. Hence, the value of the 1.426 acres (62,114.725 square feet) of land area taken for right-of-way is **\$436,700** (rounded). Additionally, a TCE containing 988.976 square feet was acquired at 50% of the land after value (\$0.35/SF), or **\$150** (rounded). Therefore, the total value of land taken is **\$436,850**.

The street improvements were acquired with a depreciated value of **\$176,400** and allocated to improvements acquired.

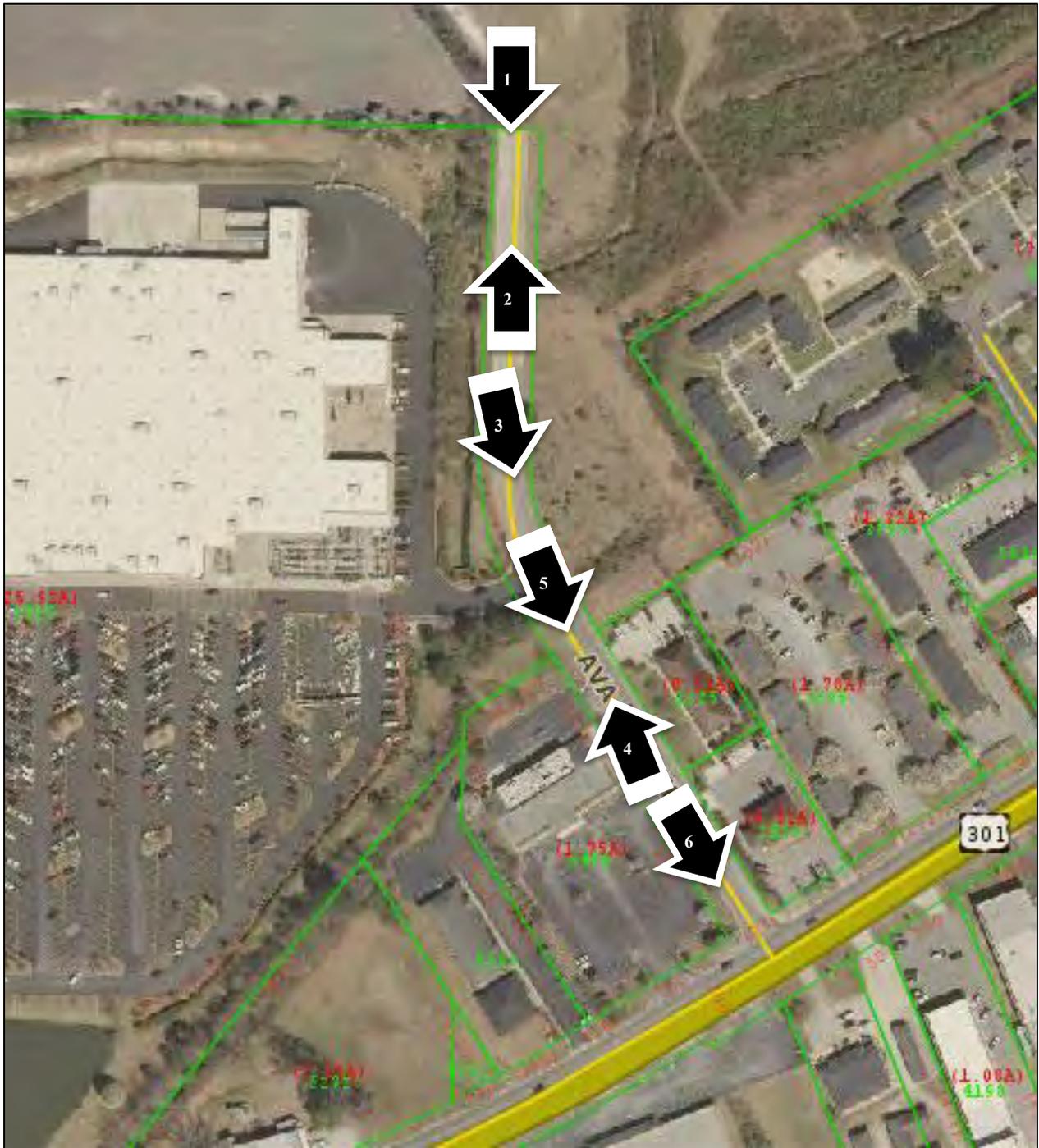
The remainder was damaged as a result of its change in highest and best use and loss in utility. The remainder’s value was reduced from \$7.03 per square foot to \$0.35 per square foot. The \$6.68 per square foot loss in value is allocated to damages to the remainder. Therefore, **\$7,200** is allocated to damages to the land (\$6.68 x 1,076.519 SF remainder, rounded).

The total difference between before and after values is **\$620,450** (\$436,850 in land acquired, \$176,400 in improvements acquired and \$7,200 in land damages).

The before value was **\$620,700** while the after value was **\$250** indicating a difference of **\$620,450**.



PHOTO LOG



PHOTOGRAPHS OF SUBJECT



(1)



(2)



(3)



(4)

TAKEN BY: CRB DATE: December 14, 2016



(5)



(6)

TAKEN BY: CRB DATE: December 14, 2016



QUALIFICATIONS

C. Richard Birkholz

Education: Bachelor of Arts Degree, 1995 Political Science
University of Florida, Gainesville, Florida
Overseas Study Program, Rome, Italy
Student Government Campaign Consultant
Volunteer – State and US Political Campaigns
Intern – United States House of Representatives, Capitol Hill

Appraisal Related Seminars:

1997 Appraisal Board Course 1
1998 USPAP/Law Update - FL CE
1998 Residential Course II
2000 Appraising the Appraisal - FL CE
2000 USPAP/Florida Law Update – FL CE
2001 Rural Appraising – NC CE
2001 The After Value Appraisal - NC CE
2001 Advanced Income Capitalization Procedures (G-2)
2001 Applied Income Property Valuation (G-3)
2001 Sales Comparison/Appraisal of Transitional Properties - NC CE
2001 NC Rules and Regulations,/USPAP Update – NC CE
2002 Communicating the Appraisal – FL CE
2002 USPAP – FL CE
2002 Appraisal License Law – FL CE
2002 Research and Analysis – FL CE
2002 Sales Comparison Approach – FL CE
2002 Residential Subdivision Analysis – FL CE
2002 Neighborhood Analysis – FL CE
2003 Revisiting the Cost Approach and those Recurring Errors – NC CE
2003 The Appraisal of Residue and Special Purpose Properties – NC CE
2003 North Carolina Real Estate Licensing Course
2004 Appraisal Institute Course 520 – Highest and Best Use and Market Analysis – CE
2004 Appraisal Institute Course 410 – National USPAP – CE
2004 Appraisal Institute Course 420 – Business Practices and Ethics – CE
2004 Appraisal Institute Course 530 – Advanced Sales Comparison and Cost Approaches – CE
2005 North Carolina Real Estate Update Course – NC CE
2006 North Carolina Real Estate Update Course – NC CE
2006 National USAP Course – CE
2006 The Practicality of the Income Approach – NC CE
2006 Real Estate Leasing and Value – NC CE
2006 Florida Real Estate Appraisal Law and Rules – FL CE
2007 The Appraiser Performing Ethically – NC CE



- 2007 Tackling Highest and Best Use in a Range of Situations – NC CE
- 2007 North Carolina Real Estate Update Course – NC CE
- 2007 Supervisors/Trainees – NC CE
- 2008 National USPAP Update
- 2008 Elusive Comparables and Complex Property Illustrations
- 2008 Florida Real Estate Appraisal License Law – FL CE
- 2009 Staying out of Trouble – NC CE
- 2009 Situational Alternatives Impacting Market Value Appraisals NC CE
- 2010 Market Conditions – NC CE
- 2010 National USPAP Update
- 2011 “Applying Assignment Conditions to Value Situations” – NC CE
- 2011 Obsolescence – Impact on Value – NC CE
- 2012 National USPAP Update
- 2012 “A Better Review = A Better Appraisal” – NC CE
- 2013 You, the Court & the Other Side
- 2013 Applying Highest & Best Use to Transitional & Mixed Use Properties
- 2014 National USPAP Update
- 2014 General Appraiser Report Writing and Case Studies
- 2014 Advanced Income Capitalization
- 2015 Supervisory Appraiser/Trainee Course & Report Writing
- 2015 Cost Approach
- 2015 Advanced Concepts & Case Studies
- 2016 National USPAP Update
- 2016 Supporting Adjustments
- 2016 General Demonstration Report Writing
- 2017 NC Department of Transportation Appraisal Principles and Procedures
- 2017 The Complexities of Appraising Rural Properties

Employment and Experience Record:

- June 2012 to Present: Oakwood Valuation Group, LLC
Raleigh, North Carolina
Real Estate Appraiser/Consultant
- March 2007 to May 2012: North Carolina Department of Transportation
Staff Appraiser
- Oct. 2002 to January 2007: John McCracken & Associates, Inc.
Greensboro, North Carolina
Real Estate Appraiser/Consultant
- Jan. 2001 to Oct. 2002: North Carolina Department of Transportation
Staff Appraiser



OAKWOOD
VALUATION GROUP

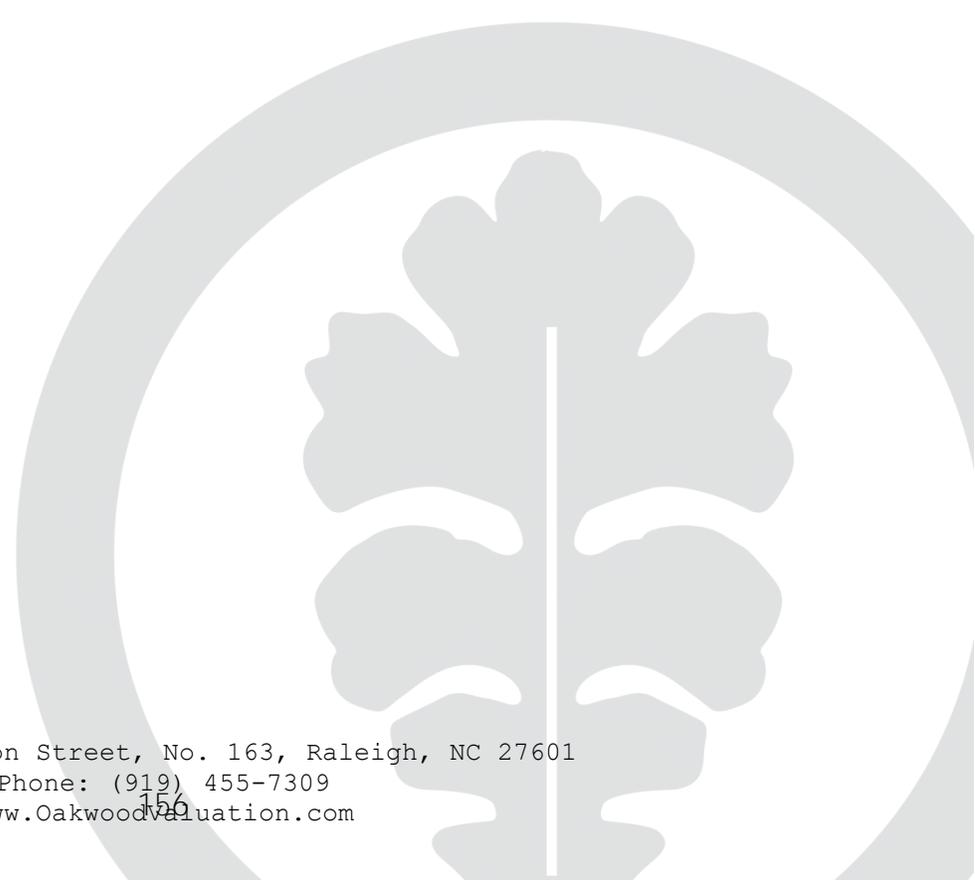
1997 to Jan. 2001: Birkholz Appraisal
Senior Appraiser

1990 to 1997: The Video Studio, Inc.
Office Manager/Technician

1994 to 1995: Associated Writers
Research Director

Professional Affiliations:

State-Certified General Real Estate Appraiser (Certificate #A4939) in North Carolina.
Candidate for Designation, Appraisal Institute.



Certificate of Appraiser

Per Standards Rule 2-3:

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions and conclusions.
- I have no present or perspective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three year period immediately preceding acceptance of this assignment.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement with this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of the stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinion, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
- I have made a personal inspection of the property that is the subject of this report.

Appraiser:

Charles Richard Birkholz



North Carolina Department of Transportation - Right of Way Unit Certificate of Appraiser

TIP/Parcel No.: U-3334B / 038 **WBS** 34929.2.5 **County** Johnston
Description: SR 1923 Extension (Booker Dairy Road) From SR 1003 (Buffalo Road) to US 301 (Bright Leaf Boulevard)
Property Owner's Name: Town of Smithfield, A Municipal Corporation of Johnston County, NC **Fed Aid Project:** STP-1923(12)

I HEREBY CERTIFY THAT:

I have , have not , performed ANY appraisal and ANY other services as an appraiser or any other capacity, regarding the property that is the subject of this appraisal within the three year period immediately preceding acceptance of this assignment. If "Have" box is marked, please see Scope of Appraisal Section for details.

I have personally inspected the property herein appraised and that I have also made a personal field inspection of the comparable sales/rentals relied upon in making said appraisal. The subject and the comparables relied upon in making said appraisal were as represented by the photographs contained in said appraisal.

I have given the owner or his designated representative the opportunity to accompany me during my inspection of the subject property.

Any decrease or increase in the "Market Value" of real property prior to the date of valuation caused by the public improvement for which such property is acquired or by the likelihood that the property would be acquired for such improvement, other than that due to physical deterioration within the reasonable control of the owner, is disregarded in determining the compensation for the property.

The statements of fact contained in this appraisal report are true and correct, and the reported analyses, opinions and conclusions, subject to the critical assumptions and limiting conditions herein set forth, are my personal, unbiased, professional analyses, opinions and conclusions.

I understand such appraisal may be used in connection with the acquisition of or disposal of right-of-way for a highway to be constructed by the **State of North Carolina**, and that such appraisal has been made in conformity with appropriate State laws, regulations, and policies and procedures applicable to appraisal of right-of-way for such purposes, and that to the best of my knowledge, no portion of the value assigned to such property consists of items which are "Non-Compensable" under established laws of the **State of North Carolina**.

My analyses, opinions, and conclusions were developed, and this report has been prepared, in compliance with **NCDOT Real Estate Appraisal Standards and Legal Principles** and the **Uniform Standards of Professional Appraisal Practice**. The appraisals in this assignment are to be made in accordance with all of the requirements set out in the **NCDOT Real Estate Appraisal Standards and Legal Principles** and the **Uniform Standards of Professional Appraisal Practice** and shall also comply with all applicable **Local, State, and Federal** laws, ordinances, regulations, restrictions and/or requirements; and any additions, revisions and/or supplements thereto.

Neither my employment nor my compensation for making this appraisal is in any way contingent on the values reported herein.

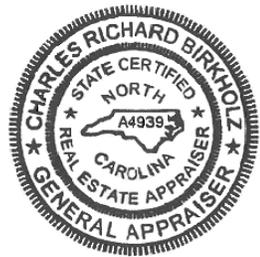
I have no direct or indirect, present or prospective interest in neither the subject property nor any benefit from the acquisition of this property nor any bias with respect to the parties involved.

In addition to the undersigned, those persons duly noted in this report and under my direct supervision and responsibility, in so far as this particular appraisal is concerned, have contributed to the production of this appraisal. The analyses, conclusions or value estimates set forth in this appraisal are those of the undersigned.

I will not reveal the findings and results of such appraisal to anyone other than the proper officials of the **State of North Carolina** or officials of the **Federal Highway Administration** until authorized by State officials to do so, or until I am required to do so by **due process of law**, or until I am released from this obligation by having publicly testified as to such findings or to a duly authorized professional peer review committee.

My independent opinion of the difference in Market Value as of the 14th day of December, 2016, is \$ 620,450 based upon my independent appraisal and the exercise of my professional judgment.

Charles Andrew Birkholz 04/17/2017
Specified Appraiser **Date**



**SUMMARY STATEMENT/CONTINGENT OFFER TO PURCHASE REAL PROPERTY
DUE TO THE ACQUISITION OF RIGHT OF WAY AND DAMAGES**

TO: Town of Smithfield, a municipal corporation in
Johnston County, North Carolina
350 East Market Street
Smithfield, NC 27577

DATE: 5/23/17
TO: Lessee, if Applicable
N/A

TIP/PARCEL NO.: U-3334B 038
COUNTY Johnston
DESCRIPTION: SR 1923 Extension from SR 1003 to US 301

WBS ELEMENT: 34929.2.5

Dear Property Owner:

The following contingent offer of just compensation is based on the fair market value of the property and is not less than the approved appraised value for the appropriate legal compensable interest or interests. The approved value disregards any increase or decrease in the fair market value of the property acquired due to influence caused by public knowledge of this project. The contingent offer of just compensation is based on an analysis of market data, comparable land sales, and, if applicable, building costs in the area of your property. **Please retain this form as it contains pertinent income tax information.**

| | |
|---|-----------------------------|
| Value of Right of Way to be Acquired | \$ <u>436,700.00</u> |
| Value of Permanent Easements to be Acquired | \$ <u>0.00</u> |
| Value of Temporary Easement (Rental of Land) to be Acquired | \$ <u>150.00</u> |
| Value of Improvements to be Acquired | \$ <u>176,400.00</u> |
| Damages, if any, to Remainder | \$ <u>7,200.00</u> |
| Benefits, if any, to Remainder | minus \$ <u>0.00</u> |
| TOTAL CONTINGENT OFFER | \$ <u>620,450.00</u> |

The total contingent offer includes all interests other than leases involving Federal Agencies and Tenant owned improvements.

(A) Description of the land and effects of the acquisition

Subject property described in Deed Book 1532, page 107, Johnston County Registry, contains approximately 1.451 acres of which approximately 1.426 acres is being acquired as right of way, leaving approximately 0.025 acres on the right served with access to Ava Gardner Road. Also being acquired is a Temporary Construction Easement (TCE) containing approximately 0.023 acres.

(B) The TOTAL CONTINGENT OFFER includes payment for the improvements and appurtenances described below:
Asphalt

Provided there is sufficient time remaining in the project schedule, you may repurchase these improvements for a retention value, with the stipulation that you remove them from the acquisition area at no expense to the Department.

(C) Should you desire to sell the Department the portion of your property considered to be an uneconomic remnant or buildable lot, as explained to you by the Right of Way Agent, the total contingent offer would be: **\$ 620,700.00**. Please note that any contingent offer to purchase a remnant/buildable lot is conditioned upon the remnant/buildable lot being environmentally clean prior to the conveyance to the Department. You may be required to provide the Department with a release from the appropriate environmental agency stating that all contaminants have been remediated and/or removed to their standards.

The original of this form was handed/emailed, if out of state owner, to Paul Embler on May 23, 20 17. Owner was furnished a copy of the Right of Way Brochure/Owner's Letter.

I will be available at your convenience to discuss this matter further with you. My telephone number is (910)734-1949

Please be advised that the agent signing this form is only authorized to recommend settlement to the North Carolina Department of Transportation, and any recommended settlement is not a binding contract unless and until accepted by the North Carolina Department of Transportation by its formal execution of documents for conveyance of Right of Way, Easements, and/or other interests.

(Signed)


Mark T. Smith - Right of Way Agent



Request for City Council Action

**Business
Agenda
Item:** Police
Department
**Four Way-
Stop Sign**
Date: 06/06/2017

Subject: Four Way Stop Sign
Department: Police Department
Presented by: Chief R.K. Powell
Presentation: Business Agenda

Issue Statement

Residents in the area of Whitley Drive and McCullers Street have requested a Four Way Stop Sign to be placed at that intersection. This would help to reduce speeding on Whitley Drive.

Financial Impact

None

Action Needed

Direction from the Council on how to proceed with this issue.

Recommendation

Direction from the Council on how to proceed with this request from the community.

Approved: City Manager City Attorney

Attachments:

Staff Report



Staff Report

**Business
Agenda
Item:** **Police
Department
Four Way-
Stop Sign**

I have been approached by several residents requesting a four way stop sign placed on Whitley Drive and McCullers Street. A stop sign is currently on McCullers Street. The residents are complaining about speeders and feel a four way stop sign would help with this situation. I have checked department records and can only find one accident that has been reported in that area in the past year.



Request for City Council Action

Business **Revised**
Agenda **Garbage**
Item: **Truck**
Funding
Source
Date: 06/06/2017

Subject: Various Budget Amendments

Department: Finance

Presented by: Greg Siler

Presentation: Business

Issue Statement – Budget Amendment: To change the funding source on a garbage truck purchase from partial loan proceeds to total loan proceeds.

Financial Impact – Interest cost associated with borrowing approximately \$66,000 more to purchase garbage truck

Action Needed – Approve as presented

Recommendation – Approve Amendment

Approved: City Manager City Attorney

Attachments: Staff Report
Budget Amendment



Staff Report

| | |
|--------------------------------------|---|
| Business Agenda Item: | Revised Garbage Truck Funding Source |
|--------------------------------------|---|

The FY17 budget contains the purchase of a garbage truck estimated to cost \$170,000. The garbage truck would be purchased with loan proceeds of \$104,000 and \$66,000 of the Town's money. The Finance Director is recommending borrowing the entire cost of the garbage truck, thereby freeing up \$66,000 to aide in equipping and upgrading the West Side Fire station.

BUDGET AMENDMENTS
June, 2017

| | <u>BEFORE</u> | <u>ADJ.</u> | <u>AFTER</u> |
|--|-------------------|--------------------|-------------------|
| <u>GENERAL FUND CAPITAL PROJECTS FUND</u> | | | |
| 3. Revenue | | | |
| 46-3900-5801 Loan/Garbage Truck | \$ 104,000 | \$ 66,000 | \$ 170,000 |
| 46-3900-0000 Transfer from GF | <u>\$ 823,500</u> | <u>\$ (66,000)</u> | <u>\$ 757,500</u> |
| | <u>\$ 927,500</u> | <u>\$ -</u> | <u>\$ 927,500</u> |

To change garbage truck funding source totally to loan proceeds

APPROVED: _____
M. Andy Moore, Mayor

VERIFIED: _____
Shannan Williams, Town Clerk



Request for City Council Action

Business **End of Year**
Agenda **Budget**
Item: **Amendments**
Date: 06/06/2017

Subject: Year-End Budget Amendments

Department: Finance

Presented by: Greg Siler

Presentation: Business

Issue Statement - Year-end budget amendments and encumbrances are often required at year end to balance departmental budgets or to carry over funds for ongoing projects and/or items ordered through purchase orders. See the budget description under each budget amendment. All budget increases could be accomplished using other departmental budgets or contingency dollars.

Financial Impact –Use of Contingency Funds

Action Needed – Separate Board approval is required on each of the three attachments.

Recommendation – Approve Amendments

Approved: City Manager City Attorney

Attachments

1. Year-End Budget Amendments for 2016-2017
2. Year-End Project and Purchase Encumbrances for 2016-2017; and
3. Year-End Purchase Order Encumbrances for 2016-2017



Staff Report

Business **End of Year**
Agenda **Budget**
Item: **Amendments**

Year-end budget amendments and encumbrances are often required at year end to balance departmental budgets or to carry over funds for ongoing projects and/or items ordered through purchase orders. See the budget description under each budget amendment. All budget increases could be accomplished using other departmental budgets or contingency dollars.

These budget amendments were often created by additional expenditures related to Hurricane Matthew, or approved expenditures that have occurred throughout the fiscal year. No fund balance appropriations exist that were not previously approved by the Town Council. *MLS*

BUDGET AMENDMENTS
June, 2017

| <u>GENERAL FUND</u> | <u>BEFORE</u> | <u>ADJ.</u> | <u>AFTER</u> |
|--|----------------------|--------------------|---------------------|
| 1. Expenditures | | | |
| 10-4100-0200 General Gov. - Salaries | \$ 96,364 | \$ (7,524) | \$ 88,840 |
| 10-4100-0400 General Gov. - Professional Fees/Dues | 42,671 | 2,500 | 45,171 |
| 10-4100-3501 General Gov. - Service Contracts | 14,175 | 9,524 | 23,699 |
| 10-4100-1700 General Gov. - Equipment/Vehicle Maint. & | - | 290 | 290 |
| 10-4100-3402 General Government - Interim Manager | - | 351 | 351 |
| 10-9990-5300 General Fund Contingency | <u>123,432</u> | <u>(5,141)</u> | <u>118,291</u> |
| | <u>\$ 276,642</u> | <u>\$ -</u> | <u>\$ 276,642</u> |

To move the Temp Admin. Assist. position from salaries to contract services, fund professional fees overages, establish budgets for maintenance & repair, and Interim Manager expenses.

| | | | |
|---|-------------------|------------------|-------------------|
| 2. Revenue | | | |
| 10-3980-0000 Occupancy Tax | <u>\$ 185,000</u> | <u>\$ 60,000</u> | <u>\$ 245,000</u> |
| Expenditures | | | |
| 10-4110-5715 Non-Departmental - Occupancy Tax/JC To | <u>\$ 179,000</u> | <u>\$ 60,000</u> | <u>\$ 239,000</u> |

To increase occupancy tax receipts and expenses

| | | | |
|--|-------------------|-----------------|-------------------|
| 3. Expenditures | | | |
| 10-5300-3310 Fire - Non Capital Outlay | \$ - | \$ 26,000 | \$ 26,000 |
| 10-9990-5300 General Fund Contingency | <u>118,291</u> | <u>(26,000)</u> | <u>92,291</u> |
| | <u>\$ 118,291</u> | <u>\$ -</u> | <u>\$ 118,291</u> |

To establish and fund the partial equipping of Fire Station #2

| | | | |
|---|-------------------|---------------|-------------------|
| 4. Expenditures | | | |
| 10-4110-5710 Non-Departmental: Economic Development | \$ 100,000 | \$ (17,868) | \$ 82,132 |
| 10-5600-7400 Streets - Capital Outlay | <u>-</u> | <u>17,868</u> | <u>17,868</u> |
| | <u>\$ 100,000</u> | <u>\$ -</u> | <u>\$ 100,000</u> |

To establish and fund storm drain pipe replacement on Barbour Road for Bella Square

| | | | |
|--|------------------|------------------|------------------|
| 5. Revenue | | | |
| 10-3900-1101 Riverside Cemetery Lot Sales | <u>\$ 10,000</u> | <u>\$ 17,500</u> | <u>\$ 27,500</u> |
| Expenditures | | | |
| 10-5500-3201 General Services - Riverside Ext. Inc | <u>\$ 10,000</u> | <u>\$ 17,500</u> | <u>\$ 27,500</u> |

To fund additional lot sales at Riverside Cemetery

| | | | |
|---------------------------|-----------------------|--------------------|--------------------|
| 6. Revenue | | | |
| 10-3900-1703 Grant - FEMA | \$ <u> -</u> | \$ <u> 44,432</u> | \$ <u> 44,432</u> |

| | | | |
|--|-----------------------|--------------------|--------------------|
| Expenditures | | | |
| 10-5600-7401 Streets - Capital Improv./Street Repair | \$ <u> -</u> | \$ <u> 44,432</u> | \$ <u> 44,432</u> |

To establish and fund street repair due to Hurricane Matthew

| | | | |
|---------------------------------------|-------------------|----------------|-------------------|
| 7. Expenditures | | | |
| 10-5650-3300 Garage - Supplies | \$ 11,300 | \$ 4,000 | \$ 15,300 |
| 10-9990-5300 General Fund Contingency | <u>92,291</u> | <u>(4,000)</u> | <u>88,291</u> |
| | <u>\$ 103,591</u> | <u>\$ -</u> | <u>\$ 103,591</u> |

To fund supply overages

| | | | |
|---------------------------|--------------------|--------------------|--------------------|
| 8. Revenue | | | |
| 10-3900-1703 Grant - FEMA | \$ <u> 44,432</u> | \$ <u> 37,517</u> | \$ <u> 81,949</u> |

| | | | |
|--|-----------------|------------------|------------------|
| Expenditures | | | |
| 10-5800-0250 Sanitation - Overtime | \$ 5,000 | \$ 10,000 | \$ 15,000 |
| 10-5800-35010 Sanitation - Service Contracts | 1,000 | 6,000 | 7,000 |
| 10-5800-0300 Sanitation - Temp Labor | - | 17,517 | 17,517 |
| 10-5500-0250 General Services - Overtime | <u>2,000</u> | <u>4,000</u> | <u>6,000</u> |
| | <u>\$ 8,000</u> | <u>\$ 37,517</u> | <u>\$ 45,517</u> |

To increase budgets due to Hurricane Matthew

| | | | |
|---|-------------------|----------------|-------------------|
| 9. Expenditures | | | |
| 10-6220-0300 Aquatics Center - Temp Labor | \$ 12,000 | \$ 5,000 | \$ 17,000 |
| 10-9990-5300 General Fund Contingency | <u>88,291</u> | <u>(5,000)</u> | <u>83,291</u> |
| | <u>\$ 100,291</u> | <u>\$ -</u> | <u>\$ 100,291</u> |

To fund temp labor overages

| | | | |
|--|------------------|----------------|------------------|
| 10. Expenditures | | | |
| 10-4200-3300 Finance - Supplies/Operations | \$ 10,700 | \$ 2,000 | \$ 12,700 |
| 10-9990-5300 General Fund Contingency | <u>83,291</u> | <u>(2,000)</u> | <u>81,291</u> |
| | <u>\$ 93,991</u> | <u>\$ -</u> | <u>\$ 93,991</u> |

To fund supply overages

WATER/SEWER FUND

11. Expenditures

| | | | |
|--|-------------------|----------------|-------------------|
| 30-9990-5300 Water/Sewer - Contingency | \$ 105,231 | \$ (105,231) | \$ - |
| 30-7200-3300 Water Plant - Supplies/Operations | <u>452,000</u> | <u>105,231</u> | <u>557,231</u> |
| | <u>\$ 557,231</u> | <u>\$ -</u> | <u>\$ 557,231</u> |

To fund expenses related to Hurricane Matthews

ELECTRIC FUND

12. Expenditures

| | | | |
|---|----------------------|------------------|----------------------|
| 31-9990-5300 Electric - Contingency | \$ 303,502 | \$ (250,000) | \$ 53,502 |
| 31-7230-4800 Electric - NCEMPA / Non Demand | 13,600,000 | (6,728,000) | 6,872,000 |
| 31-7230-4801 Electric - NCEMPA / Demand | - | 5,778,000 | 5,778,000 |
| 31-7230-4802 Electric - NCEMPA / Debt | - | <u>1,200,000</u> | <u>1,200,000</u> |
| | <u>\$ 13,903,502</u> | <u>\$ -</u> | <u>\$ 13,903,502</u> |

To redistribute electric power purchase budget into specific categories

Capital Projects - Water/Sewer Fund

13. Expenditures

| | | | |
|---|-------------------|-------------|-------------------|
| 45-7200-7405 Intake Sand Removal System | \$ 465,000 | \$ (148) | \$ 464,852 |
| 45-7200-7406 Sludge Dewatering | <u>369,700</u> | <u>148</u> | <u>369,848</u> |
| | <u>\$ 834,700</u> | <u>\$ -</u> | <u>\$ 834,700</u> |

To adjust budgeted expenses to actual

Capital Projects - General Fund

14. Revenue

| | | | |
|-------------------------------|----------------------|----------------------|------------------------|
| 46-3900-0000 Transfer From GF | <u>\$ 823,500.00</u> | <u>\$ 425,750.00</u> | <u>\$ 1,249,250.00</u> |
|-------------------------------|----------------------|----------------------|------------------------|

Expenditures

| | | | |
|--|-------------|----------------------|----------------------|
| 46-5300-7402 JAS Building Purchase/Fire Station II | <u>\$ -</u> | <u>\$ 425,750.00</u> | <u>\$ 425,750.00</u> |
|--|-------------|----------------------|----------------------|

To establish and fund 2nd Fire Station Purchase

15. Revenue

| | | | |
|---|---------------------|-------------------|---------------------|
| 46-3540-6202 Miracle Park - PARTF GRANT | \$ - | \$ 350,000 | \$ 350,000 |
| 46-3540-6203 Miracle Park - Connect NC Grant | - | 160,000 | 160,000 |
| 46-3540-6200 Miracle Park - Partnership for Children | 250,000 | 10,000 | 260,000 |
| 46-3900-0000 Transfer from GF -Town Match (Use Recre: | <u>823,500</u> | <u>30,000</u> | <u>853,500</u> |
| | <u>\$ 1,073,500</u> | <u>\$ 550,000</u> | <u>\$ 1,623,500</u> |

Expenditures

| | | | |
|--|-------------------|-------------------|-------------------|
| 46-6200-7406 Mir. Park - Phase I Site Work/Utilities | \$ 351,000 | \$ 350,000 | \$ 701,000 |
| 46-6200-7407 Mir. Park - Phase II Site Work | - | <u>200,000</u> | <u>200,000</u> |
| | <u>\$ 351,000</u> | <u>\$ 550,000</u> | <u>\$ 901,000</u> |

To establish and fund grants, contributions and town match for Miracle Park

Capital Projects - Electric Fund

16. Revenue

47-3900-1305 Reserve for Future Capital \$ 318,000.00 \$ (318,000.00) \$ -

Expenditures

47-7220-7400 Contingency \$ 318,000.00 \$ (318,000.00) \$ -

To close out

Firemen Relief Fund

17. Revenue

50-3990-000 Fund Balance Appropriations \$ - \$ 738 \$ 738

50-3010-0000 Received from State - 9,842 9,842

50-3300-0000 Reimbursement 9,000 3,150 12,150

\$ 9,000 \$ 13,730 \$ 22,730

Expenditures

50-4010-3500 Firemen Supplemental Retirement \$ 9,090 \$ 13,730 \$ 22,820

To balance the Firemen Relief Fund at year end

GENERAL FUND

18. Expenditures

10-4100-7400 Capital Outlay - Community Survey \$ 30,580 \$ 6,257 \$ 36,837

10-9990-5300 General Fund Contingency 81,291 (6,257) 75,034

\$ 111,871 \$ - \$ 111,871

To fund 1/3 cost of community survey

WATER/SEWER FUND

19. Expenditures

30-7200-7400 Capital Outlay - Community Survey \$ 65,000 \$ 6,257 \$ 71,257

30-7200-0400 Water Plant - Professional Services 120,000 (6,257) 113,743

\$ 185,000 \$ - \$ 185,000

To fund 1/3 cost of community survey

ELECTRIC FUND

20. Expenditures

31-7230-7400 Capital Outlay - Community Survey \$ 255,000 \$ 6,257 \$ 261,257

31-9990-5300 Electric Fund Contingency 53,502 (6,257) 47,245

\$ 308,502 \$ - \$ 308,502

To fund 1/3 cost of community survey

Approved by the Smithfield Town Council this the _____ day of June, 2017

M. Andy Moore

ATTEST:

Shannan Williams, Town Clerk

EXHIBIT A

ENCUMBRANCES FROM 2016-2017 TO 2017-2018

GENERAL FUND

| | | |
|--------------|--|-------------------|
| 10-4110-5710 | Non-Departmental - Economic Development | 50,000 |
| 10-4120-9545 | Debt Service - Fire Truck | 47,900 |
| 10-4900-3700 | Planning - Condemnation | 25,000 |
| 10-5100-7400 | Police - Capital Outlay (District 1 Community Sub-Station) | 20,000 |
| 10-6200-3900 | Recreation - Swimming Pool | 10,000 |
| | | <u>\$ 152,900</u> |

ELECTRIC FUND

| | | |
|--------------|----------------------------|------------------|
| 31-7230-3504 | Electric - ESA-BAYWA Solar | 47,463 |
| | | <u>\$ 47,463</u> |

APPROVED: _____
M Andy Moore, Mayor

VERIFIED: _____
Shannan Williams, Town Clerk

EXHIBIT B

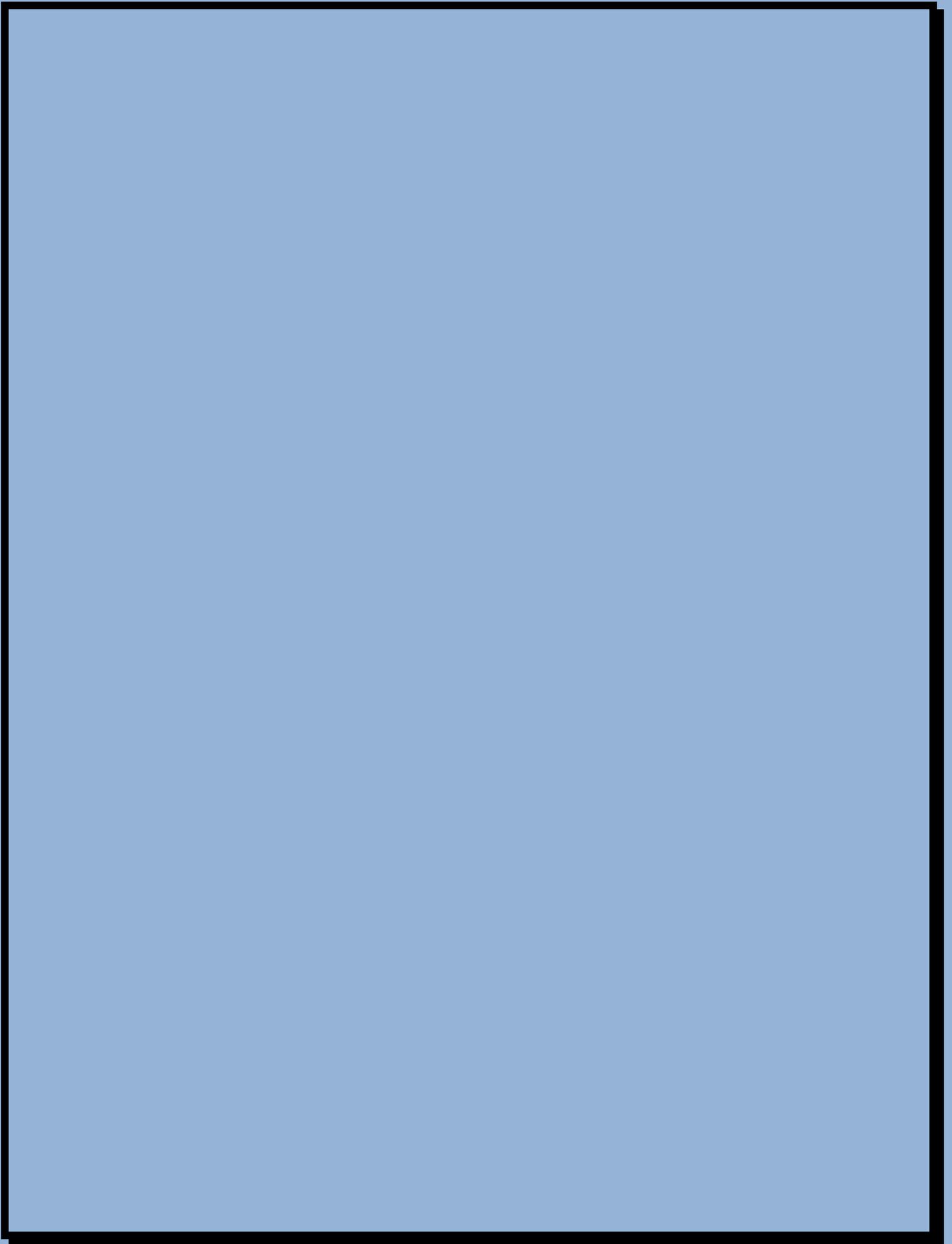
ENCUMBRANCES FOR PURCHASE ORDERS ISSUED PRIOR TO 6/30/17

| GENERAL FUND | | | PO Number | |
|----------------------|-----------------------------------|---------------|------------------|--------------------|
| 10-5500-7400 | General Services - Capital Outlay | MOSCA Design | 20175476 | <u>\$15,000.00</u> |
| WATER FUND | | | | |
| 30-7220-7400 | Water/Sewer - Capital Outlay | Nexgrid | 20174973 | <u>\$92,760.00</u> |
| ELECTRIC FUND | | | | |
| 31-7230-3300 | Electric - Supplies/Operations | Hunt Electric | 20175459 | \$1,369.00 |
| 31-7230-3300 | Electric - Supplies/Operations | Wesco | 20175461 | \$13,006.00 |
| 31-7230-7400 | Electric - Capital Outlay | Nexgrid | 20174973 | <u>\$71,704.00</u> |
| | | | | <u>\$86,079.00</u> |

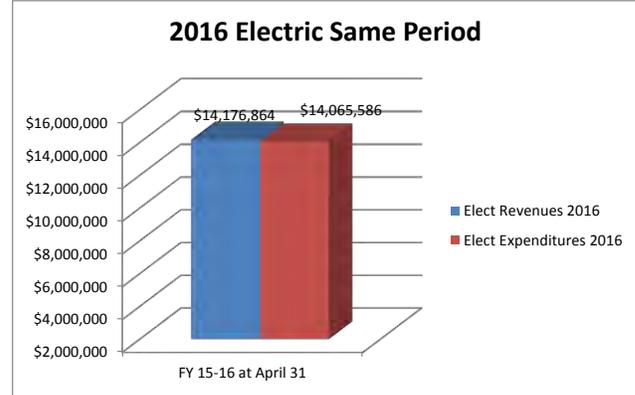
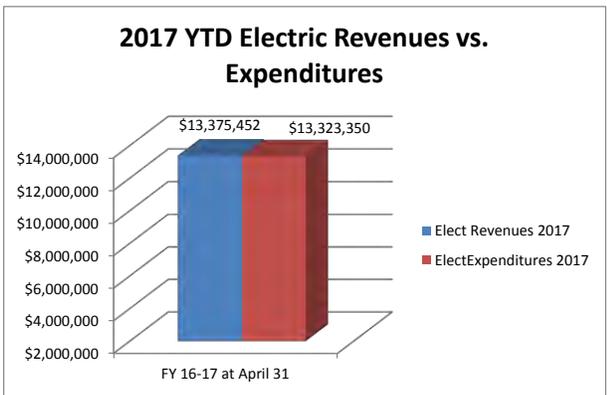
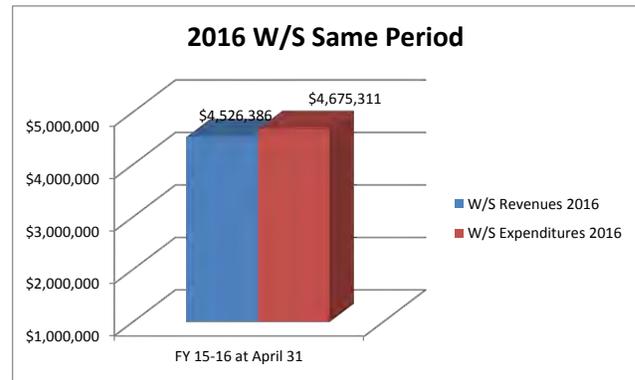
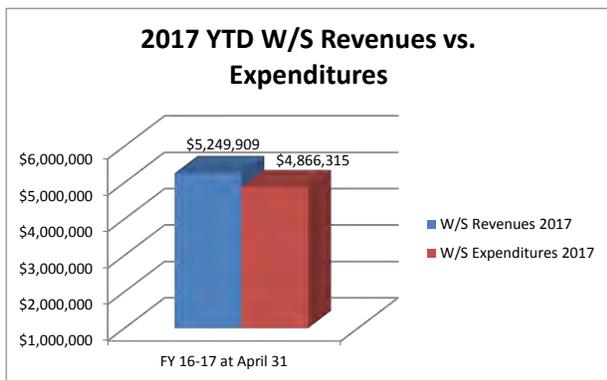
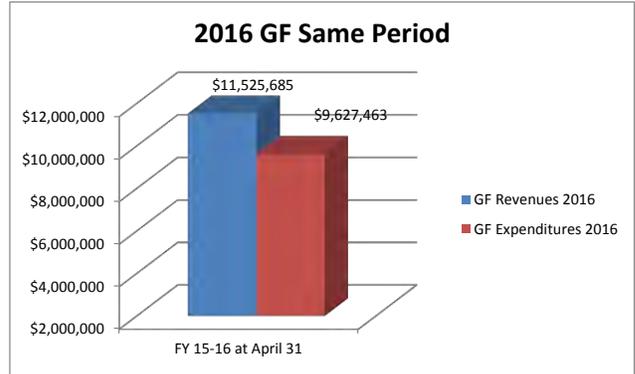
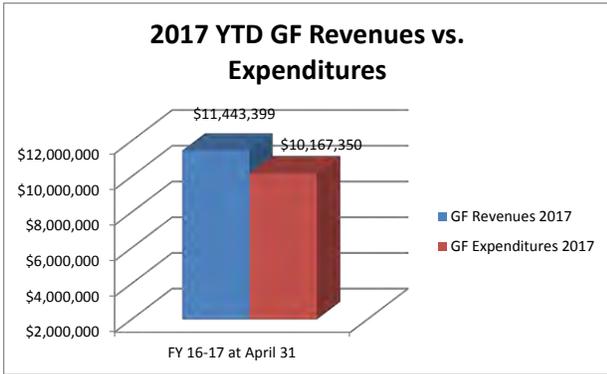
APPROVED: _____
M. Andy Moore, Mayor

VERIFIED: _____
Shannan Williams, Town Clerk

Financial Report



Town of Smithfield Revenues vs. Expenditures



**TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT**

April 30, 2017

83 Percent

83.00%

GENERAL FUND

| | Frequency | Actual | Budget | Actual to Date | YTD % |
|-------------------------------------|-----------|-------------|----------------------|----------------------|---------------|
| | | FY '15-16 | FY '16-17 | FY '16-17 | Collected |
| Revenues | | | | | |
| Current & Prior Year Property Taxes | Monthly | \$ - | \$ 5,528,779 | \$ 5,615,188 | 101.56% |
| Motor Vehicle Taxes | Monthly | - | 470,000 | 424,004 | 90.21% |
| Utility Franchise Taxes | Quarterly | - | 1,000,000 | 740,978 | 74.10% |
| Local Option Sales Taxes | Monthly | - | 2,064,700 | 1,619,450 | 78.44% |
| Aquatic and Other Recreation | Monthly | - | 753,300 | 618,418 | 82.09% |
| Sanitation | Monthly | - | 1,306,500 | 1,010,306 | 77.33% |
| All Other Revenues | | - | 1,362,210 | 1,415,055 | 103.88% |
| Loan Proceeds | | - | 104,000 | - | 0.00% |
| Transfers (Electric and Fire Dist.) | | - | 261,614 | - | 0.00% |
| Fund Balance Appropriated | | - | 803,343 | - | 0.00% |
| Total | | \$ - | \$ 13,654,446 | \$ 11,443,399 | 83.81% |

| | Actual | Budget | Actual to Date | YTD % |
|-------------------------------|-------------|----------------------|----------------------|---------------|
| | FY '15-16 | FY '16-17 | FY '16-17 | Spent |
| Expenditures | | | | |
| General Gov.-Governing Body | \$ - | \$ 389,407 | \$ 311,986 | 80.12% |
| Non Departmental | - | 919,709 | 701,721 | 76.30% |
| Debt Service | - | 1,283,352 | 981,857 | 76.51% |
| Finance | - | 159,792 | 134,054 | 83.89% |
| Planning | - | 367,698 | 252,397 | 68.64% |
| Police | - | 3,608,768 | 2,586,306 | 71.67% |
| Fire | - | 1,553,107 | 1,209,868 | 77.90% |
| EMS | - | - | - | #DIV/0! |
| General Services/Public Works | - | 483,940 | 367,704 | 75.98% |
| Streets | - | 1,238,604 | 1,159,762 | 93.63% |
| Motor Pool/Garage | - | 91,880 | 71,359 | 77.67% |
| Powell Bill | - | 361,225 | 38,877 | 10.76% |
| Sanitation | - | 1,237,219 | 988,800 | 79.92% |
| Parks and Rec | - | 908,700 | 659,817 | 72.61% |
| SRAC | - | 927,613 | 702,842 | 75.77% |
| Contingency | - | 123,432 | - | 0.00% |
| Appropriations/Contributions | - | - | - | 0.00% |
| Total | \$ - | \$ 13,654,446 | \$ 10,167,350 | 74.46% |

YTD Fund Balance Increase (Decrease)

-

-

83.00%

WATER AND SEWER FUND

| | Actual FY '15-16 | Budget FY '16-17 | Actual to Date FY '16-17 | YTD % Collected |
|---------------------------|---------------------|---------------------|-----------------------------|--------------------|
| Revenues | | | | |
| Water Charges | \$ - | \$ 2,890,000 | \$ 1,889,739 | 65.39% |
| Water Sales (Wholesale) | - | 715,210 | 738,624 | 103.27% |
| Sewer Charges | - | 3,270,000 | 2,584,087 | 79.02% |
| Tap Fees | - | 16,000 | 25,379 | 158.62% |
| All Other Revenues | - | - | 12,080 | #DIV/0! |
| Loan Proceeds | - | 316,000 | - | 0.00% |
| Fund Balance Appropriated | - | - | - | #DIV/0! |
| Total | \$ - | \$ 7,207,210 | \$ 5,249,909 | 72.84% |

| | Actual FY '15-16 | Budget FY '16-17 | Actual to Date FY '16-17 | YTD % Spent |
|--|---------------------|---------------------|-----------------------------|----------------|
| Expenditures | | | | |
| Water Plant (Less Transfers) | \$ - | \$ 1,631,097 | \$ 1,251,344 | 76.72% |
| Water Distribution/Sewer Coll (Less Transfers) | - | 4,045,521 | 2,584,697 | 63.89% |
| Transfer to General Fund | - | - | - | #DIV/0! |
| Transfer to W/S Capital Proj. Fund | - | 930,000 | 630,000 | 67.74% |
| Debt Service | - | 495,361 | 400,274 | 80.80% |
| Contingency | - | 105,231 | - | 0.00% |
| Total | \$ - | \$ 7,207,210 | \$ 4,866,315 | 67.52% |

ELECTRIC FUND

| | Actual FY '15-16 | Budget FY '16-17 | Actual to Date FY '16-17 | YTD % Collected |
|---------------------------|---------------------|----------------------|-----------------------------|--------------------|
| Revenues | | | | |
| Electric Sales | \$ - | \$ 16,894,747 | \$ 12,911,186 | 76.42% |
| Penalties | - | 400,000 | 379,979 | 94.99% |
| All Other Revenues | - | 90,463 | 84,287 | 93.17% |
| Loan Proceeds | - | - | - | |
| Fund Balance Appropriated | - | - | - | |
| Total | \$ - | \$ 17,385,210 | \$ 13,375,452 | 76.94% |

| | Actual FY '15-16 | Budget FY '16-17 | Actual to Date FY '16-17 | YTD % Spent |
|---------------------------|---------------------|---------------------|-----------------------------|----------------|
| Expenditures | | | | |
| Administration/Operations | \$ - | \$ 2,105,522 | \$ 1,563,817 | 74.27% |
| NCEMPA Power (Non-Demand) | - | 13,600,000 | 5,051,586 | 37.14% |
| NCEMPA Power (Demand) | - | - | 4,454,843 | |
| NCEMPA-Debt | - | - | 963,480 | |
| Debt Service | - | 359,972 | 351,278 | 97.58% |
| Capital Outlay | - | 255,000 | 177,132 | |
| Contingency | - | 303,502 | - | |

| | | | | |
|--|---------|---------------|---------------|---------|
| Transfers to Electric Capital Proj Fund | 400,000 | 400,000 | | |
| Transfer to Water Capital Improvement Fund | 275,000 | 275,000 | | |
| Transfers to General Fund | - | 86,214 | 86,214 | 100.00% |
| Total | \$ - | \$ 17,385,210 | \$ 13,323,350 | 76.64% |

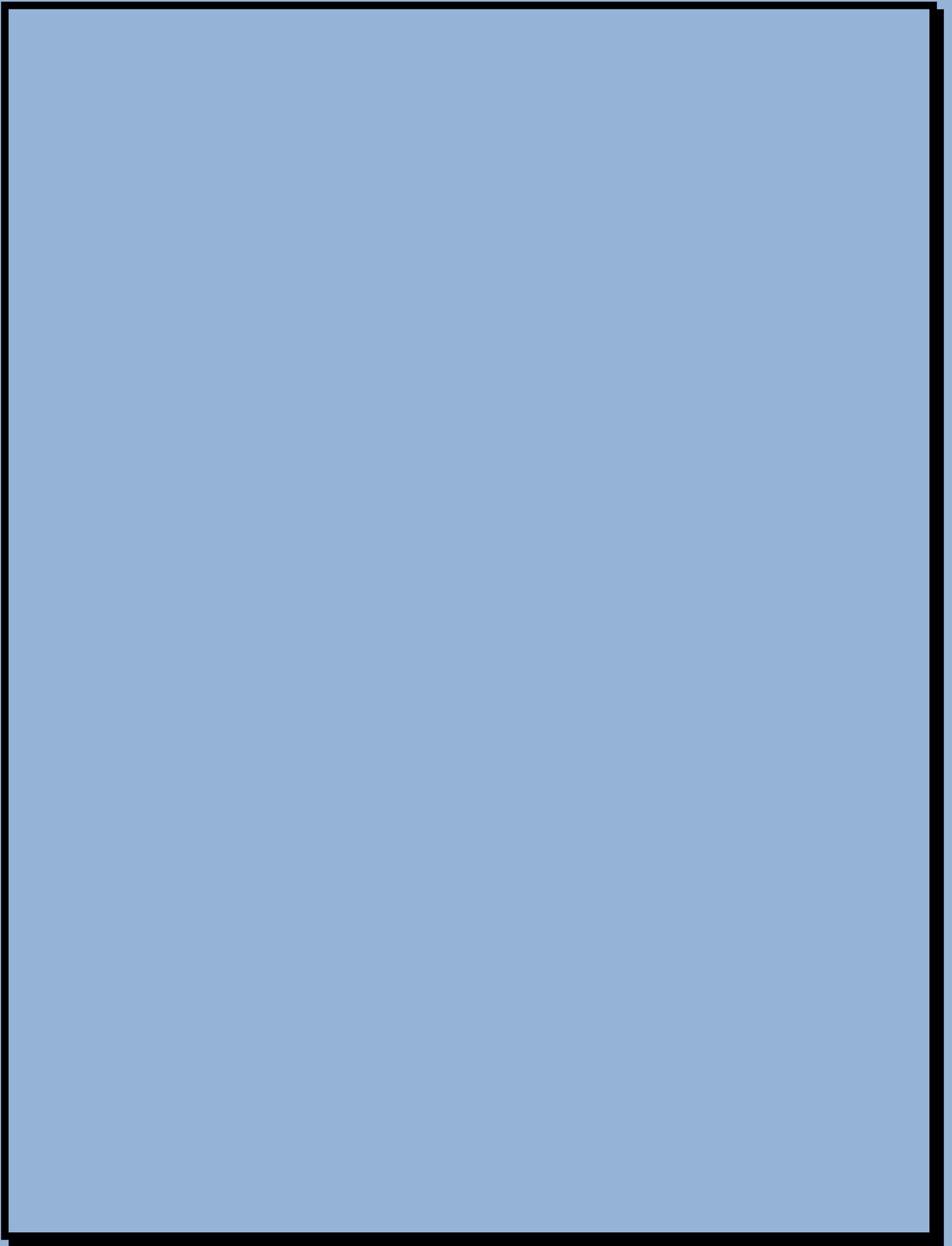
CASH AND INVESTMENTS

| | | | | |
|--------------------------------------|--------------|--------------|---------------|---------------|
| General Fund (Includes P. Bill) | 9,366,669 | | | |
| Water and Sewer Fund | 4,415,979 | | | Interest Rate |
| Electric Fund* | 9,553,558 | | | |
| Capital Project Fund: Wtr/Sewer (45) | 654,878 | 1st CITIZENS | 18,031,158 | 0.20% |
| Capital Project Fund: General (46) | 144,318 | NCCMT | 2,255,769 | 0.500% |
| Capital Project Fund: Electric (47) | 719,680 | STIFEL | - | Market |
| Firemen Relief Fund (50) | 156,797 | KS BANK | 3,741,246 | .2, .65, &.7 |
| Fire District Fund (51) | 174,007 | FOUR OAKS | 1,290,135 | 0.60% |
| JB George Endowment (40) | 132,422 | PNC BANK | - | 0.00% |
| Total | \$25,318,308 | | \$ 25,318,308 | |

*Plug

Account Balances Confirmed By Finance Director on 3/20/2017

Department Reports





FINANCE DEPARTMENTAL REPORT FOR APRIL, 2017

SUMMARY OF ACTIVITIES:

| | |
|--|--------------------|
| Daily Collections/Property Taxes/Other | \$2,145,296 |
| Franchise Tax..... | 0 |
| Sales & Use Tax..... | 174,632 |
| Powel Bill..... | 0 |
| Total Revenue | \$2,319,928 |

Expenditures: General, Water, Electric and Firemen’s Fund..... \$2,695,956

FINANCE:

- Compiled and submitted monthly retirement report on 4/28/2017
- Issued 56 purchase orders
- Processed 576 vendor invoices for payment and issued 319 accounts payable checks
- Prepared and processed 2 regular payrolls. Remitted federal and state payroll taxes on 4/7/2017 and 4/21/2017
- Issued 0 new privilege licenses (new law change in effect 7/1/2015)
- Collected \$0 on past due privilege license fees. **NOTE:** Total collected now at \$10,291. The past due collections are the result of mailing some 284 past due notices to local businesses. Approximately 40 second notices were sent
- Sent 0 past due notices for grass cutting
- Collected \$0 in grass cutting invoices. Total collected to date is \$7,021
- Processed 9 NSF Checks (Utility and SRAC)
- Bad debt calendar year-to-date collections total \$19,519 (EMS = \$5,917; SRAC = \$2,286; Utility= \$10,952; and Other = \$364).
- Invoiced three (3) grave openings for a total of \$2,100
- Invoiced Smithfield Housing Authority and Johnston Community College for Police Security

FINANCE DIRECTOR

- Attended Town Council Meeting on April 4, 2017
- Attended first budget meeting with council at Electricities on 4/20/2017
- Participated in biweekly meetings with Tyler Technologies on 4/12/2017 and 4/29/2017 to discuss records management system (RMS)
- Participated in Tyler Tech’s webinar for G.L. and Bank Reconciliation overview on 4/6/2017
- Completed chart of accounts new account structure for some 980 accounts
- Held conference call with Tyler Tech’s, Pierette Crisp, on revamping the Town’s Chart of Accounts on 4/4/2017, 4/20/17 and 4/28/17
- Met with Town Manager on FY18 Budget 4/11/17
- Met with Lee Carter from NCCMT on investments 4/25/2017
- Prime Rate increases over the past several months have aided in offsetting bank fees on the Town’s Central Depository Account with First Citizens Bank. FY15 charges totaled \$1,795 for three months, while FY16 charges totaled \$7,509 and FY17 totaled 1,364 before being completely offset by earnings credits due to the rise in the prime rate. There have been no bank fees since January, 2017.
- Participated in real world event for local teens on April 27, 2017



Town of Smithfield
 Planning Department
 350 E. Market St Smithfield, NC 27577
 P.O. Box 761, Smithfield, NC 27577
 Phone: 919-934-2116
 Fax: 919-934-1134

BOARD ACTIONS REPORT - 2017

| | April | Calendar Year to date |
|---------------------------------------|-------|-----------------------|
| Town Council | | |
| Rezoning | 0 | 1 |
| Conditional Use | 1 | 3 |
| Ordinance Amendment | 1 | 2 |
| Major Subdivisions | 0 | 0 |
| Annexations | 0 | 0 |
| Special Events | 3 | 4 |
| Planning Board | | |
| Rezoning | 0 | 1 |
| Condition Use | 1 | 4 |
| Ordinance Amendment | 0 | 2 |
| Subdivisions | 0 | 0 |
| Annexations | 0 | 0 |
| Board of Adjustment | | |
| Variance | 0 | 0 |
| Admin Appeal | 0 | 0 |
| Historic Properties Commission | | |
| Certificate of Appropriateness | 0 | 0 |
| Historic Landmarks | 0 | 0 |



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Planning Department
350 E. Market St Smithfield, NC 27577
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Permit Issued for April 2017

| | | Permit Fees | Permits Issued |
|----------------------|-----------------|--------------------|----------------|
| Site Plan | Minor Site Plan | 300.00 | 6 |
| Zoning | Land Use | \$1,800.00 | 21 |
| Zoning | Sign | \$300.00 | 6 |
| Zoning | Family Zoning | \$25.00 | 1 |
| Report Period Total: | | \$2,425.00 | 34 |
| Fiscal YTD Total: | | \$18,125.00 | 265 |

| | | | | |
|-------------|-----------|---------------------------------|--|---------------------------------|
| Z17-000064 | Zoning | Land Use | The Howell Theater | 141 South Third Street |
| Z17-000063 | Zoning | Sign | Pivot Physical Therapy Signs | 1317-A N Brightleaf Blvd |
| Z17-000065 | Zoning | Land Use | Storage Shed | 100 TOWNE CENTRE Place |
| Z17-000067 | Zoning | Sign | Triangle Insurance & Benefits | 614 East MARKET Street |
| Z17-000068 | Zoning | Land Use | party supply store | 826 South Brightleaf |
| Z17-000066 | Zoning | Land Use | Pivot Physical Therapy | 1317-A N Brightleaf Blvd |
| Z17-000069 | Zoning | Land Use | convenience store | 3207 South Brightleaf Boulevard |
| SP17-000019 | Site Plan | Minor Site Plan | Single Family Dwelling Addition | 102 West Davis Street |
| SP17-000020 | Site Plan | Minor Site Plan | Lighting Plan | Wolfpack Lane |
| Z17-000072 | Zoning | Land Use | Enclosing Screen Porch | 1202 CHESTNUT Drive |
| Z17-000073 | Zoning | Land Use | Ballard Law Firm | 101 East Market Street |
| Z17-000071 | Zoning | Land Use | Master Bath Addition | 217 West Meadowbrook Drive |
| Z17-000074 | Zoning | Land Use | Islamic Center of Smithfield | 3020 South Brightleaf Boulevard |
| Z17-000075 | Zoning | Land Use | Detached 36' x 20' accessory structure | 107 East Heath Avenue |
| Z17-000076 | Zoning | Land Use Single Family & two | Chicken Barn | 703 East Market Street |
| Z17-000077 | Zoning | Family Zoning | ATTACHED 8' x 10' DECK | 61 FRANKLIN Drive |
| Z17-000078 | Zoning | Land Use | 10'X14' Storage Building | 215 West Wilson Street |
| Z17-000079 | Zoning | Land Use | S2Technologies, LLC | 226-B East Market Street |
| Z17-000080 | Zoning | Land Use | Single Family Dwelling | 505 East Holt Street |
| Z17-000081 | Zoning | Sign | The Awakening Church sign | 951 BOOKER DAIRY Road |
| Z17-000082 | Zoning | Sign | Carlie C's IGA | 721 North Brightleaf Boulevard |
| SP17-000022 | Site Plan | Minor Site Plan | Single Family Dwelling | Laurel Drive |

| | | | | |
|-------------|-----------|-----------------|------------------------------------|---------------------------------|
| Z17-000083 | Zoning | Land Use | Restoration Family Services, Inc. | 706-B Wilkins Street |
| SP17-000023 | Site Plan | Minor Site Plan | SFD addition | 20 Franklin Drive |
| Z17-000084 | Zoning | Land Use | E2 Barber Shop | 103 North Fourth Street |
| SP17-000021 | Site Plan | Minor Site Plan | OPW FUELING CONTAINMENT | 3250 US 70 BUS Highway W |
| Z17-000087 | Zoning | Sign | Black's Tire & Auto | 512 East Market Street |
| Z17-000085 | Zoning | Land Use | The Oak City Collection | 105 South THIRD Street |
| Z17-000086 | Zoning | Land Use | Higher Calling Daycare Center | 115 North Seventh Street |
| Z17-000088 | Zoning | Land Use | Upward Change Health Services, LLC | 1650 East Booker Dairy Road |
| SP17-000025 | Site Plan | Minor Site Plan | Single Family Dwelling | 314 Laurel Drive |
| Z17-000089 | Zoning | Sign | All Star Barber Shop | 118 AVA GARDNER Avenue |
| Z17-000090 | Zoning | Land Use | retail upfit | 1319 North Brightleaf Boulevard |



**TOWN OF SMITHFIELD
POLICE DEPARTMENT
MONTHLY REPORT
MONTH ENDING April 30, 2017**

I. STATISTICAL SECTION

| Month Ending April 30, 2017 | April-17 | April-16 | Total 2017 | Total 2016 | YTD Difference |
|-----------------------------|----------|----------|------------|------------|----------------|
| Calls For Service | 1898 | 1648 | 7496 | 6661 | 835 |
| Incident Reports Completed | 148 | 209 | 615 | 776 | -161 |
| Cases Closed | 108 | 186 | 284 | 685 | -401 |
| Accident Reports | 85 | 73 | 284 | 293 | -9 |
| Arrest Reports | 118 | 149 | 481 | 525 | -44 |
| Burglaries Reported | 9 | 10 | 35 | 48 | -13 |
| Drug Charges | 22 | 45 | 144 | 119 | 25 |
| DWI Charges | 11 | 9 | 36 | 38 | -2 |
| Citations Issued | 179 | 166 | 837 | 916 | -79 |
| Speeding | 23 | 24 | 266 | 248 | 18 |
| No Operator License | 48 | 39 | 164 | 178 | -14 |
| Registration Violations | 27 | 11 | 114 | 62 | 52 |

II. PERSONNEL UPDATE

The police department is currently short 3 positions at this time. The department currently promoted Sergeant Jeffery and Lieutenant Memmelaar to fill positions on patrol . One Officer remains in field training at this time.

III. MISCELLANEOUS

Mandatory in-service training was continued in April, with most courses be completed on line. Officers participated in the Special Olympics that took place at SSS High School. The department has taken part in several special events at the Hospital, Heath Quest and SSS Strong Day during the month of April. The department continues to work on getting the Family Life Center building in operating condition.

REPORTED UCR OFFENSES FOR THE MONTH OF APRIL 2017

| PART I CRIMES | April | April | +/- | Percent | Year-To-Date | | +/- | Percent |
|-----------------------|-------|-------|-----|---------|--------------|------|------|---------|
| | 2016 | 2017 | | Changed | 2016 | 2017 | | Changed |
| MURDER | 0 | 0 | 0 | N.C. | 0 | 0 | 0 | N.C. |
| RAPE | 0 | 2 | 2 | N.C. | 1 | 2 | 1 | 100% |
| ROBBERY | 1 | 1 | 0 | 0% | 6 | 7 | 1 | 17% |
| Commercial | 0 | 0 | 0 | N.C. | 0 | 1 | 1 | N.C. |
| Individual | 1 | 1 | 0 | 0% | 6 | 6 | 0 | 0% |
| ASSAULT | 6 | 5 | -1 | -17% | 15 | 15 | 0 | 0% |
| * VIOLENT * | 7 | 8 | 1 | 14% | 22 | 24 | 2 | 9% |
| BURGLARY | 10 | 8 | -2 | -20% | 46 | 33 | -13 | -28% |
| Residential | 6 | 5 | -1 | -17% | 24 | 27 | 3 | 13% |
| Non-Resident. | 1 | 1 | 0 | 0% | 8 | 2 | -6 | -75% |
| Commercial | 3 | 2 | -1 | -33% | 14 | 4 | -10 | -71% |
| LARCENY | 44 | 43 | -1 | -2% | 199 | 164 | -35 | -18% |
| AUTO THEFT | 1 | 3 | 2 | 200% | 10 | 4 | -6 | -60% |
| ARSON | 0 | 0 | 0 | N.C. | 2 | 0 | -2 | -100% |
| * PROPERTY * | 55 | 54 | -1 | -2% | 257 | 201 | -56 | -22% |
| PART I TOTAL: | 62 | 62 | 0 | 0% | 279 | 225 | -54 | -19% |
| PART II CRIMES | | | | | | | | |
| Drug | 65 | 18 | -47 | -72% | 177 | 117 | -60 | -34% |
| Assault Simple | 13 | 19 | 6 | 46% | 49 | 51 | 2 | 4% |
| Forgery/Counterfeit | 4 | 3 | -1 | -25% | 17 | 22 | 5 | 29% |
| Fraud | 8 | 4 | -4 | -50% | 30 | 26 | -4 | -13% |
| Embezzlement | 1 | 2 | 1 | 100% | 8 | 5 | -3 | -38% |
| Stolen Property | 1 | 0 | -1 | -100% | 6 | 1 | -5 | -83% |
| Vandalism | 5 | 5 | 0 | 0% | 34 | 29 | -5 | -15% |
| Weapons | 1 | 5 | 4 | 400% | 9 | 15 | 6 | 67% |
| Prostitution | 0 | 0 | 0 | N.C. | 1 | 0 | -1 | -100% |
| All Other Sex Offens | 0 | 2 | 2 | N.C. | 1 | 8 | 7 | 700% |
| Gambling | 0 | 0 | 0 | N.C. | 0 | 0 | 0 | N.C. |
| Offn Agnst Faml/Chld | 0 | 0 | 0 | N.C. | 2 | 0 | -2 | -100% |
| D. W. I. | 7 | 11 | 4 | 57% | 34 | 34 | 0 | 0% |
| Liquor Law Violation | 0 | 1 | 1 | N.C. | 1 | 1 | 0 | 0% |
| Disorderly Conduct | 3 | 0 | -3 | -100% | 4 | 3 | -1 | -25% |
| Obscenity | 1 | 0 | -1 | -100% | 1 | 0 | -1 | -100% |
| Kidnap | 0 | 0 | 0 | N.C. | 1 | 0 | -1 | -100% |
| All Other Offenses | 11 | 9 | -2 | -18% | 34 | 32 | -2 | -6% |
| PART II TOTAL: | 120 | 79 | -41 | -34% | 409 | 344 | -65 | -16% |
| ===== GRAND TOTAL: | 182 | 141 | -41 | -23% | 688 | 569 | -119 | -17% |

N.C. = Not Calculable



**Town of Smithfield
Fire Department
April, 2017**

I. Statistical Section

| Responded to | 2017 Apr. | Apr. IN | Apr. OUT | 2016 Apr. | 2017 IN | 2017 OUT | 2017 YTD | 2016 YTD |
|---|--------------|------------|-------------|--------------|------------|-------------|-------------|-------------|
| Total Structure Fires Dispatched | 11 | 6 | 5 | 7 | 26 | 21 | 47 | 31 |
| *Confirmed Structure Fires (Our District)* | 1 | 0 | 1 | 1 | 8 | 7 | 15 | 6 |
| *Confirmed Structure Fires (Other Districts)* | 2 | 0 | 0 | 3 | 0 | 0 | 17 | 4 |
| EMS/Rescue Calls | 145 | 135 | 10 | 129 | 524 | 43 | 567 | 555 |
| Vehicle Fires | 2 | 1 | 1 | 0 | 1 | 1 | 2 | 4 |
| Motor Vehicle Accidents | 22 | 21 | 1 | 15 | 55 | 6 | 61 | 59 |
| Fire Alarms (Actual) | 12 | 11 | 1 | 7 | 41 | 6 | 47 | 30 |
| Fire Alarms (False) | 5 | 3 | 2 | 13 | 20 | 4 | 24 | 35 |
| Misc./Other Calls | 18 | 17 | 1 | 28 | 65 | 9 | 74 | 99 |
| *Mutual Aid (Received)* | 5 | 0 | 0 | 4 | 0 | 0 | 23 | 32 |
| *Mutual Aid (Given)* | 8 | 0 | 0 | 6 | 0 | 0 | 35 | 24 |
| *Overlapping Calls (Calls at the same time)* | 55 | 0 | 0 | 31 | 0 | 0 | 116 | 120 |
| TOTAL EMERGENCY RESPONSES | 215 | 194 | 21 | 199 | 732 | 90 | 822 | 813 |

* Denotes the breakdown of calls, these are not calculated into the totals *
IN/OUT denotes in and out of the Town, not outside the fire district. When we respond to another fire district (Mutual Aid), which is outside of our total fire district boundaries that is reported in (**Other Districts**).

| | Apr. | YTD |
|---|------|-----|
| Fire Inspections/Compliance Inspections | 35 | 143 |
| Public Fire Education Programs | 4 | 7 |
| Children in Attendance | 332 | 769 |
| Adults in Attendance | 124 | 189 |
| Plans Review Construction/Renovation Projects | 2 | 4 |
| Fire Code Citations | 0 | 0 |
| Fire Lane Citations | 0 | 0 |
| Consultation/Walk Through | 25 | 114 |
| Re-Inspections | 15 | 90 |

II. Major Revenues

| | Apr. | YTD |
|------------------------------|--------------------|--------------------|
| Inspections | \$1,300.00 | \$5,350.00 |
| False Alarms | \$425.00 | \$750.00 |
| Fire Recovery USA | \$2,632.00 | \$7,451.00 |
| EMS Debt Setoff | \$2,661.65 | \$8,777.68 |
| Haz-Mat I-95 Recovery | \$54,384.77 | \$54,384.77 |

Major Expenses for the Month:

III. Personnel Update:

- The Fire Department held an agility exam on April 1st for the position of Firefighter, we had 17 applicants participate.
- We held our first round of interviews for the Firefighter position on April 17th and 18th, with the final interview scheduled for May 10th.
- We held our panel assessment interview on April 28th for the internal position of Fire Captain.

IV. Narrative of monthly departmental activities:

- We participated in several fire prevention programs at Johnston-Lee Head-start, West Smithfield Elementary, Food Lion of West Smithfield, Department of Social Services, SSStrong Day at SSS High School, First Baptist Church, and Johnston County Health Department.
- We had Wilson's Mills Elementary visit for fire prevention.
- The status has been updated of the upcoming NCDOI ISO rating inspection, the inspection has been rescheduled for November 20th, 2017.

Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
April 30, 2017



I. Statistical Section

5 _____ Burials

6 _____ Works Orders – Buildings & Facilities Division

17 _____ Work Orders – Grounds Division

21 _____ Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales: \$3,000.00

Riverside Ext Cemetery Lot Sales: \$2,500.00

Grave Opening Fees: \$3,500.00

Total Revenue: \$9,000.00

III. Major Expenses for the Month:

\$768.50 to Advanced Protection Products for microphone box at cashier window at Town Hall.

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

The overall duties include daily maintenance on cemeteries, landscapes, right-of-ways, buildings and facilities. The Public Works safety meeting this month was on "Heat Stress".

Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
April 30, 2017



I. Statistical Section

- a. All catch basins in problem areas were cleaned on a weekly basis
- b. 4 Work Orders – 5.06 Tons of Asphalt was placed in 2 utility cuts, 2 overlay.
- c. 1 Work Order – 5 Linear Feet Drainage Pipe installed.
- d. 4 Work Orders – 1,835 Linear Feet of storm drain line cleaned.
- e. 13 Work Orders – 1,160lbs. of Cold Patch was used for 13 Potholes.

II. Major Revenues

None for the month.

III. Major Expenses for the Month:

\$636.00 to Herc Rental for mini track hoe rental

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

The Public Works safety meeting this month was on "Heat Stress".

**Town of Smithfield
Public Works Department
April 2017 Drainage Report**

| | |
|------------------|--|
| Location: | Ditch bank behind ABC Store that runs from Smith Collins Park. |
| Starting Date: | 4/4/2017 |
| Completion Date: | 4/4/2017 |
| Description: | Cleaned 160LF of ditch bank from RR culvert. |
| Man-hours: | 16.5hrs. |
| Equipment: | Rental mini track hoe. |
| Materials: | N/A |
| | |
| Location: | Smith Collins Park to RR culvert. |
| Starting Date: | 4/5/17 |
| Completion Date: | 4/5/17 |
| Description: | Cleaned 850LF of ditch bank for positive drainage. 7 loads of debris was hauled from location. |
| Man-hours: | 19.5hrs. |
| Equipment: | 405 Dump Truck, mini track hoe. |
| Materials: | N/A |
| | |
| Location: | 1900Blk of S Vermont, 809 Venture Drive, 410 Canterbury Rd, 1002 Crescent Drive, Hood Street between Vermont and Crescent, Crestview near SBL, 735, 275 N Equity Drive, First and Stevens. |
| Starting Date: | 4/6/2017 |
| Completion Date: | 4/28/2017 |
| Description: | Repaired 13 potholes with Perma Patch asphalt. |
| Man-hours: | 5hrs. |
| Equipment: | 401 pickup. |
| Materials: | 14.5 bags of Perma Patch asphalt. |
| | |
| Location: | MLK between Fuller and Harris, E Johnston from S 5 th to SBL, N 7 th between Hancock and Caswell, Greenway near Community Park. |
| Starting Date: | 4/7/2017 |
| Completion Date: | 4/12/2017 |
| Description: | Crack sealed roads for upcoming resurfacing project. Also seal areas on Greenway for Parks and Rec. |
| Man-hours: | 40.25hrs. |
| Equipment: | 401 pickup plus crack seal machine. |
| Materials: | 58 boxes of Crack seal material. |
| | |
| Location: | Community Park. |
| Starting Date: | 4/7/2017 |
| Completion Date: | 4/10/2017 |
| Description: | Delivered traffic cones for annual Easter Egg Hunt. |
| Man-hours: | 2hrs. |
| Equipment: | 401 pickup. |
| Materials: | N/A |

Location: 1075 Country Club Road, Hood at SBL, 3574 US 301 South, Brogden at SBL, 817 S 1st, 907 Hancock Street.
Starting Date: 4/11/2017
Completion Date: 4/11/2017
Description: Repaired 2 utility cuts and 2 overlays.
Man-hours: 15hrs.
Equipment: 420 Cat Backhoe, 405 dump truck plus hand tools.
Materials: 5.06 tons of I2 Asphalt.

Location: Smith Collins Park.
Starting Date: 4/12/2017
Completion Date: 4/17/2017
Description: Delivered 8 rollout event containers for weekend event.
Man-hours: 2hrs.
Equipment: Trash truck and 408 flatbed.
Materials: N/A

Location: S 5th Street FEMA lots, 7th and Woodall, Riverside Drive, S 3rd Street beside Travel Odyssey.
Starting Date: 4/17/2017
Completion Date: 4/17/2017
Description: Cut FEMA lots.
Man-hours: 6hrs.
Equipment: 401 pickup plus lawn equipment.
Materials: N/A

Location: 203 Phillips Street.
Starting Date: 4/17/2017
Completion Date: 4/17/2017
Description: Repaired broken driveway culvert for positive drainage.
Man-hours: 9hrs.
Equipment: 420 Cat backhoe, 408 flatbed.
Materials: 4ft section of 15" RCP, 1 yard of 57 stone and 20lbs. bag of quick setting cement.

Location: Town Hall parking Lot.
Starting Date: 4/18/2017
Completion Date: 4/21/2017
Description: Installed new drop box in parking Lot. Painted fire lane and new arrow stencils.
Man-hours: 6hrs.
Equipment: 402 pickup plus hand tools.
Materials: 2.5 gallons of yellow traffic paint, 2 cans of handicap blue spray paint.

Location: S 2nd and Davis, S third and Davis, Birch Street and Dead End of Roderick.
Starting Date: 4/25/2017
Completion Date: 4/25/2017
Description: Cleaned 1,835LF of storm drain line for positive drainage.
Man-hours: 12hrs.
Equipment: Jet truck.
Materials: N/A

Location: Sunset and Meadowbrook, N 7th and Hospital Road, Hospital Road, Michael Lane, Castle Drive, Buffalo Rd and Greenway.
Starting Date: 4/26/2017
Completion Date: 4/27/2017
Description: Blocked off roads due to high water flooding.
Man-hours: 16hrs.
Equipment: 408 pickup plus cone trailer.
Materials: N/A

Location: 1207 Fuller Street.
Starting Date: 4/27/2017
Completion Date: 4/27/2017
Description: Repaired damaged drain line for positive drainage.
Man-hours: 6hrs.
Equipment: 420 Cat backhoe, 408 flatbed.
Materials: 1.5 yards of 3000PSI concrete, 1 yard of fill dirt and 1 bag of Perma Patch.

Location: 712 Wilkins Street.
Starting Date: 4/27/2017
Completion Date: 4/28/2017
Description: Repaired large RCP drain line for positive drainage.
Man-hours: 6hrs.
Equipment: 420 Cat backhoe, 402 pickup plus hand tools.
Materials: 6 yards of 3000psi concrete and 3 bags of Perma Patch asphalt.

**Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
April 30, 2017**



I. Statistical Section

 3 Preventive Maintenances

 1 North Carolina Inspections

 47 Work Orders

II. Major Revenues

None for the month

III. Major Expenses for the Month:

Ace Industrial Supply, Inc. was paid \$740.17 for shop supplies.

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

The shop employee performed preventive maintenances on all Town owned generators. The Public Works safety meeting this month was on "Heat Stress".

Town of Smithfield
Public Works Sanitation Division
Monthly Report
April 30, 2017



I. Statistical Section

The Division collected from approximately 4100 homes, 4 times during the month

- a. Sanitation forces completed 32 work orders
- b. Sanitation forces collected 404.33 tons of household waste
- c. Sanitation forces disposed of 67 loads of yard waste and debris at Spain Farms Nursery
- d. Recycled 0 tons of clean wood waste (pallets) at Convenient Site Center
- e. Town's forces collected 4.31 tons of construction debris (C&D)
- f. Town disposed of 85 scrap tires that was collected at Convenient Site Center
- g. Recycling forces collected 3.27 tons of recyclable plastic
- h. Recycled 1560 lbs. of cardboard material from the Convenient Site Center
- i. A total of 0 gallons of cooking oil was collected at the Convenient Site Center
- j. Recycled 2280 lbs. of plastics & glass (co-mingle) from the Convenient Site Center

II. Major Revenues

- a. Received \$127.81 from Sonoco Products for cardboard material
- b. Sold 0 lbs. of aluminum cans for \$0
- c. Sold 3480 lbs. of shredder steel for \$147.90 to Omni Source

III. Major Expenses for the Month:

Spain Farms Nursery was paid \$2048.00 for disposal of yard waste and debris. Equipment repairs paid to Carolina Freight of Raleigh \$1943.85 filter& gasket for Tk# 304. Cummins Atlantic , Inc. \$2560.55 Repairs to truck # 304 Header Assembly. ERJ Hydraulics \$512.50 Repairs to the cylinder truck #304

IV. Personnel Update:

No additions for the month to report.

V. Narrative of monthly departmental activities:

The department worked closely with Parks & Recreation and Downtown Development on providing traffic control devices and event containers for Special events held at the Parks. The Public Works safety meeting this month was on "Heat Stress".

Community service hrs. 33hrs

Community Service, Elders of the Church every Weds. 32 total Man hrs for the month.



PARKS AND RECREATION

MONTHLY REPORT FOR APRIL, 2017

PROGRAMS STATISTICS

| | |
|-------------------------------------|------|
| NUMBER OF PROGRAMS | 18 |
| TOTAL ATHLETICS PARTICIPANTS | 311 |
| TOTAL NON/ATHLETIC PARTICIPANTS | 1113 |
| NUMBER OF GAMES PLAYED | 18 |
| TOTAL NUMBER OF PLAYERS (GAMES) | 492 |
| NUMBER OF PRACTICES | 52 |
| TOTAL NUMBER OF PLAYER(S) PRACTICES | 624 |

| | APRIL, 2017 | 16/17 FY YTD | APRIL, 2016 | 15/16 FY YTD |
|------------------------------|--------------------|-------------------------|--------------------|-------------------------|
| PARKS RENTALS | 46 | 190 | 75 | 288 |
| USERS (PARKS RENTALS) | 2087 | 12880 | 1040 | 7565 |
| TOTAL UNIQUE CONTACTS | 4,627 | | | |

FINANCIAL STATISTICS

| | APRIL, 2017 | 16/17 FY YTD | APRIL, 2016 | 15/16 FY YTD |
|--|--------------------|-------------------------|--------------------|-------------------------|
| PARKS AND RECREATION REVENUES | \$ 3,257.00 | \$ 58,958.00 | \$ 7,734.00 | \$ 71,551.00 |
| PARKS AND RECREATION EXPENDITURES (OPERATIONS) | \$ 55,973.00 | \$ 659,817.00 | \$ 52,813.00 | \$ 492,180.00 |
| PARKS AND RECREATION EXPENDITURE (CAPITAL OUTLAY EQUIP) | \$ - | \$ 137,670.00 | \$ 5,160.00 | \$ 23,021.00 |

HIGHLIGHTS

Hosted Senior Prom for Seniors (55+).
Hosted Movie in the Park with over 300 in attendance.



**SMITHFIELD RECREATION
AND AQUATICS CENTER**

SRAC MONTHLY REPORT FOR APRIL, 2017

PROGRAMS STATISTICS

| | |
|---|------|
| NUMBER OF PROGRAMS | 29 |
| TOTAL CONTACT WITH PROGRAM PARTICIPANTS | 1588 |

| | APRIL, 2017 | 16/17 FY YTD | APRIL, 2016 | 15/16 FY YTD |
|------------------------------|--------------------|-------------------------|--------------------|-------------------------|
| SRAC MEMBER VISITS | 4758 | 51329 | 5305 | 54259 |
| DAY PASSES | 1340 | 7702 | 917 | 14022 |
| RENTALS (SRAC) | 60 | 665 | 61 | 493 |
| USERS (SRAC RENTALS) | 4416 | 35046 | 3370 | 22689 |
| TOTAL UNIQUE CONTACTS | 12,102 | | | |

FINANCIAL STATISTICS

| | APRIL, 2017 | 16/17 FY YTD | APRIL, 2016 | 15/16 FY YTD |
|-------------------|--------------------|-------------------------|--------------------|-------------------------|
| SRAC REVENUES | \$ 65,629.00 | \$ 548,283.00 | \$ 73,800.00 | \$ 575,810.00 |
| SRAC EXPENDITURES | \$ 52,637.00 | \$ 702,842.00 | \$ 66,124.00 | \$ 685,247.00 |
| SRAC MEMBERSHIPS | 3006 | | | |

HIGHLIGHTS

Hosted the closing ceremonies for the Johnston County Senior Games
 Hosted 2 Volleyball Tournaments
 Hosted 1 Basketball Tournament



- **Statistical Section**

- Electric CP Demand 21,122 Kw relative to March's demand of 21,931 Kw.
- Electric System Reliability for was 99.989%, with three (3) recorded outages; relative to March's 99.977%.
- Raw water treated on a daily average was 3.431 MG relative to 3.349 MG for March; with maximum demand of 3.797 MG relative to March's 3.904 MG.
- Total finished water to the system was 98.559 MG relative to March's 99.554 MG. Average daily for the month was 3.179 MG relative to March's 3.211 MG. Daily maximum was 3.536 MG (April 2nd) relative to March's 3.512 MG. Daily minimum was 2.730 MG (April 1st), relative to March's 2.730 MG.

- **Miscellaneous Revenues**

- Water sales were \$208,031 relative to March's \$182,033
- Sewer sales were \$289,577 relative to March's \$253,255
- Electrical sales were \$1,299,763 relative to March's sales of \$1,256,677
- Johnston County Water purchases were \$83,577 for 55.718 MG relative to March's \$103,514 for 69.009 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$909,038 relative to March's \$1,000,144
- Johnston County sewer charge was \$275,533 for 91.321 MG relative to February's \$175,999 for 58.752 MG.

- **Personnel Changes –**

- There were no changes in the month of March



**Town of Smithfield
Electric Department
Monthly Report
April, 2017**

I. Statistical Section

- Street Lights repaired -16
- Area Lights repaired -7
- Service calls - 34
- Underground Electric Locates -80
- Poles changed out or installed 6
- Underground Services Installed/Repaired -3

II. Major Revenues

- N/A

III. Major Expenses for the Month:

- N/A

IV. Personnel Update:

- Utility Dept. had a Safety meeting on Fire Extinguisher training.

V. Miscellaneous Activities:

- Installed two new Electrical Vehicle Charging Station. One at SRAC & the other at the Hospital.
- Re-attached nets on ball fields for Park & Rec.



WATER & SEWER APRIL 2017 MONTHLY REPORT

| | |
|------------------------------|--------|
| ● DISCONNECT WATER | 2 |
| ● RECONNECT WATER | 2 |
| ● TEST METER | 3 |
| ● TEMPORARY METER SET | 2 |
| ● DISCOLORED WATER CALLS | 4 |
| ● LOW PRESSURE CALLS | 0 |
| ● NEW/RENEW SERVICE INSTALLS | 1 |
| ● LEAK DETECTION | 14 |
| ● METER CHECKS | 15 |
| ● METER REPAIRS | 9 |
| ● WATER MAIN/SERVICE REPAIRS | 4 |
| ● STREET CUTS | 1 |
| ● REPLACE EXISTING METERS | 8 |
| ● INSTALL NEW METERS | 8 |
| ● FIRE HYDRANTS REPAIRED | 1 |
| ● FIRE HYDRANTS REPLACED | 0 |
| ● SEWER REPAIRS | 33 |
| ● CLEANOUTS INSTALLED | 3 |
| ● SEWER MAIN CLEANED | 4040LF |
| ● SERVICE LATERALS CLEANED | 410LF |

- SERVICE CALLS 107
- LOCATES 91
- FLUSHED ALL DEAD END LINES ONE TIME
- SERVICE AND MAINTAINED ALL 18 LIFT STATIONS 2 TIMES PER WEEK
- INSPECTED ALL AERIAL SEWERS ONE TIME
- INSPECTED HIGH PRIORITY MANHOLES WEEKLY

MAJOR EXPENSES FOR THE MONTH

- NEXGRID METERS INSTALLATION.
- 11 MANHOLE ADJUSTMENTS FOR HYDROSTRUCTURES.
- WORK ON PUMP STATION #7 CONTINUED.
- WORK ON PUMP STATION #3 FINISHED UP AND STATION WENT BACK ON LINE.

PERSONNEL UPDATES

SUSPENDED JUSTIN CAMERON FOR 1 DAY WITHOUT PAY ON 4/24/2017.

UPCOMING PROJECTS FOR THE MONTH OF MAY

- BRASWELL WILL BE STARTING BOOKER DAIRY RD PROJECT.
- BRASWELL WILL BE STARTING FLOW METERS ON BUFFALO RD AND HWY 70.
- BRASWELL WILL BE STARTING STATION #12 UPGRADE.

- BRASWELL SHOULD BE FINISHING STATION #7 AND PUTTING BACK ON LINE.
- HYDROSTRUCTURES SHOULD BE FINISHING UP MANHOLE SURVEYS THIS MONTH.
- SHOULD START INSTALLING NEXGRID METERS AGAIN.
- I WILL BE SITTING DOWN WITH BILL ABOUT REDESIGNING PUMP STATIONS #11 & #5 FOR THE UPCOMING BUDGET YEAR. THIS WAY WE CAN GET THEM OUT FOR BID AS SOON AS POSSIBLE.

EXPENSES FOR THE MONTH OF MAY

- PORTABLE SEWER PUMP TO REPLACE THE ONE THAT ENGINE QUIT.



MONTHLY WATER LOSS REPORT

APRIL 2017

5- Meters with slow washer leaks

$\frac{3}{4}$ " Line, 1/16" hole – 3days

(4) $\frac{3}{4}$ " Line, 1/16" hole – 1day

FH Bonnet slow drip- 2days

Smithfield Water Plant

Distribution Sampling Site Plan

Hydrant Flushing

1,073,750

| Street Name | Date | Chlorine | Time | Gallons | Psi | Street Name | Date | Chlorine | Time | Gallons | PSI |
|-------------------|----------|----------|------|---------|-----|-------------------|----------|----------|------|---------|-----|
| Stephson Drive | 04/10/17 | 3 | 15 | 5310 | 10 | North Street | 01/05/17 | 2.6 | 15 | 15930 | |
| Computer Drive | 04/10/17 | 2.5 | 15 | 5310 | 10 | West Street | 01/05/17 | 2.8 | 15 | 17620 | 50 |
| Castle Drive | 04/10/17 | 3 | 15 | 5310 | 10 | Regency Drive | 1/12/17 | 1 | 30 | 39000 | 60 |
| Parkway Drive | 04/10/17 | 1 | 15 | 15930 | 40 | Randers Court | 1/12/17 | 1 | 30 | 31860 | 40 |
| Garner Drive | 04/10/17 | 1.4 | 15 | 7965 | | Noble Street | 04/04/17 | 1 | 30 | 15840 | |
| Hwy 210 LIFT ST. | 04/10/17 | 1.2 | 15 | 7965 | | Fieldale Dr#1(L) | 04/04/17 | 1 | 30 | 31860 | 40 |
| Skyland Drive | 04/10/17 | 2 | 15 | 5310 | 10 | Fieldale Dr#2(R) | 04/04/17 | 1 | 30 | 31860 | 40 |
| Braford Street | 04/10/17 | 0.4 | 15 | 7965 | | Heather Court | 04/12/17 | 1 | 30 | 15930 | 40 |
| Kellie Drive | 04/10/17 | 0.4 | 15 | 7965 | | Reeding Place | 04/12/17 | 1 | 30 | 15930 | 40 |
| Edgewater | 04/10/17 | 0.6 | 15 | 7965 | | East Street | 04/12/17 | 2.4 | 15 | 15930 | 40 |
| Edgecombe | 04/12/17 | 0.6 | 15 | 159480 | 40 | Smith Street | 04/10/17 | 2.4 | 15 | 15930 | |
| Valley Wood | 04/12/17 | 0.4 | 15 | 15930 | 40 | Wellons Street | 04/10/17 | 2.8 | 15 | 15930 | 40 |
| Creek Wood | 04/12/17 | 0.4 | 15 | 15930 | | Kay Drive | 04/10/17 | 1 | 15 | 9750 | 15 |
| White Oak Drive | 04/12/17 | 0.4 | 15 | 5310 | 10 | Huntington Place | 04/10/17 | 1.6 | 15 | 10095 | |
| Brookwood Drive | 04/12/17 | 0.3 | 15 | 5655 | 5 | N. Lakeside Drive | 04/10/17 | 1.7 | 15 | 9435 | 15 |
| Runnymede Place | 04/25/17 | 0.6 | 15 | 5310 | 10 | Cypress Point | 04/10/17 | 1.7 | 15 | 8715 | 12 |
| Nottingham Place | 04/25/17 | 0.3 | 15 | 5310 | 10 | Quail Run | 04/10/17 | 1.6 | 15 | 10095 | |
| Heritage Drive | 04/25/17 | 0.6 | 15 | 5310 | 10 | British Court | 04/10/17 | 1.6 | 15 | 11550 | |
| Noble Plaza #1 | 04/10/17 | 0.2 | 15 | 5310 | 10 | Tyler Street | 04/10/17 | 2 | 15 | 19500 | 60 |
| Noble Plaza #2 | 04/10/17 | 0.2 | 15 | 5310 | 10 | Yeiverton Road | 04/04/17 | 2.3 | 15 | 15930 | 40 |
| Pinecrest Street | 04/10/17 | 0.4 | 15 | 5310 | 10 | Ava Gardner | 04/04/17 | 1 | 30 | 47990 | |
| S. Sussex Drive | 04/10/17 | 0.4 | 15 | 7965 | | Waddell Drive | 04/12/17 | 1 | 15 | 5310 | 10 |
| Elm Drive | 04/10/17 | 0.2 | 15 | 5310 | 10 | Henly Place | 04/12/17 | 1.8 | 15 | 8715 | 12 |
| Braford Street | 04/10/17 | 0.4 | 15 | 7965 | | Birch Street | 04/12/17 | 2 | 15 | 8715 | 12 |
| Coor Farm Supply | 04/10/17 | 2 | 15 | 5080 | | Pine Street | 04/12/17 | 1.8 | 15 | 9750 | 15 |
| Old Goldsboro Rd. | 04/10/17 | 2 | 15 | 10620 | | Oak Drive | 04/12/17 | 2 | 15 | 9430 | 14 |
| Hillcrest Drive | 04/12/17 | 2.8 | 15 | 10620 | 10 | Cedar Drive | 04/12/17 | 1.8 | 15 | 5310 | 10 |
| Eason Street | 04/12/17 | 1.3 | 15 | 15930 | 40 | Aspen Drive | 04/04/17 | 2.4 | 15 | 8715 | 12 |
| Magnolia circle | 04/12/17 | 1.6 | 15 | 7965 | | Furlonge Street | 04/04/17 | 1.5 | 15 | 8715 | 12 |
| Rainbow Drive | 04/12/17 | 1.8 | 15 | 19500 | 60 | Holland Corral | 04/04/17 | 2 | 15 | 10080 | 16 |
| Rainbow Circle | 04/12/17 | 1.5 | 15 | 19500 | 60 | Holland Drive | 04/04/17 | 2 | 15 | 9750 | 15 |
| Moonbeam Circle | 04/12/17 | 1.6 | 15 | 19500 | 60 | Davis Street | 04/04/17 | 2.5 | 15 | 8715 | 12 |
| Ray Drive | 04/10/17 | 2.8 | 15 | 31860 | 40 | Caroline Ave. | 04/04/17 | 3.8 | 15 | 5310 | 10 |
| Will Drive | 04/10/17 | 2.6 | 15 | 31860 | 40 | Johnston Street | 04/04/17 | 3.4 | 15 | 7965 | 15 |
| Michael Lane | 04/19/17 | 3.8 | 15 | 7965 | 40 | Ryans | 04/04/17 | 1 | 30 | 31860 | |
| Ward Street | 04/19/17 | 2.8 | 15 | 15930 | 40 | | | | | | |

528730

545020

**Town of Smithfield
Water Treatment Plant**

All figures are in MGD.

Apr-17
Plant Totals

| Date | Rate of Flow | Hrs. Operated | Raw Treated | Finish Metered | Plant Useage | Finish to Dist. System | % of RAW TREATED TO SYSTEM |
|-------|--------------|---------------|-------------|----------------|--------------|------------------------|----------------------------|
| 1 | 3.75 | 21.0 | 2.972 | 2.840 | 0.1100 | 2.730 | 91.86 |
| 2 | 3.75 | 24.0 | 3.563 | 3.633 | 0.0970 | 3.536 | 99.24 |
| 3 | 3.75 | 24.0 | 3.795 | 3.377 | 0.1120 | 3.265 | 86.03 |
| 4 | 3.75 | 21.5 | 3.293 | 3.327 | 0.0901 | 3.237 | 98.30 |
| 5 | 3.75 | 22.5 | 3.445 | 3.253 | 0.1080 | 3.145 | 91.29 |
| 6 | 3.75 | 22.0 | 3.401 | 3.338 | 0.1140 | 3.224 | 94.80 |
| 7 | 3.75 | 22.5 | 3.461 | 3.457 | 0.1050 | 3.352 | 96.85 |
| 8 | 3.75 | 21.5 | 3.412 | 3.459 | 0.0920 | 3.367 | 98.68 |
| 9 | 3.75 | 22.5 | 3.529 | 3.520 | 0.1126 | 3.407 | 96.55 |
| 10 | 3.75 | 23.5 | 3.513 | 3.488 | 0.0877 | 3.400 | 96.79 |
| 11 | 3.75 | 22.0 | 3.368 | 3.064 | 0.1020 | 2.962 | 87.95 |
| 12 | 3.75 | 20.0 | 3.027 | 3.056 | 0.0960 | 2.960 | 97.79 |
| 13 | 3.75 | 21.0 | 3.220 | 3.145 | 0.0920 | 3.053 | 94.81 |
| 14 | 3.75 | 24.0 | 3.797 | 3.472 | 0.0940 | 3.378 | 88.96 |
| 15 | 3.75 | 21.5 | 3.413 | 3.467 | 0.1050 | 3.362 | 98.51 |
| 16 | 3.75 | 22.0 | 3.475 | 3.558 | 0.0890 | 3.469 | 99.83 |
| 17 | 3.75 | 21.5 | 3.428 | 3.455 | 0.1050 | 3.350 | 97.72 |
| 18 | 4.00 | 21.0 | 3.514 | 3.412 | 0.1040 | 3.308 | 94.14 |
| 19 | 4.00 | 21.5 | 3.370 | 3.440 | 0.0840 | 3.356 | 99.58 |
| 20 | 3.75 | 22.0 | 3.410 | 3.515 | 0.0860 | 3.429 | 100.56 |
| 21 | 3.75 | 23.0 | 3.653 | 3.619 | 0.1050 | 3.514 | 96.19 |
| 22 | 3.75 | 23.0 | 3.625 | 3.530 | 0.0970 | 3.433 | 94.70 |
| 23 | 3.75 | 21.5 | 3.415 | 3.497 | 0.0900 | 3.407 | 99.77 |
| 24 | 3.75 | 23.0 | 3.605 | 3.571 | 0.1050 | 3.466 | 96.14 |
| 25 | 3.75 | 20.0 | 3.205 | 3.003 | 0.0970 | 2.906 | 90.67 |
| 26 | 3.75 | 22.5 | 3.590 | 3.429 | 0.0940 | 3.335 | 92.90 |
| 27 | 3.75 | 22.5 | 3.517 | 3.559 | 0.1080 | 3.451 | 98.12 |
| 28 | 3.75 | 22.0 | 3.492 | 3.512 | 0.1070 | 3.405 | 97.51 |
| 29 | 3.75 | 21.5 | 3.473 | 3.364 | 0.0960 | 3.268 | 94.10 |
| 30 | 3.75 | 21.5 | 2.958 | 3.166 | 0.0830 | 3.083 | 104.23 |
| | | | | | | 0.000 | #DIV/0! |
| Total | 113.00 | 662.0 | 102.939 | 101.526 | 2.967 | 98.559 | 95.74 |
| Avg | 3.77 | 22.1 | 3.431 | 3.384 | 0.099 | 3.179 | |
| Max | 4.00 | 24.0 | 3.797 | 3.633 | 0.114 | 3.536 | |
| Min | 3.75 | 20.0 | 2.958 | 2.840 | 0.083 | 0.000 | |