



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 Scott

Finance Director

Greg Siler

Town Clerk

Shannan Williams

Town Council

Agenda

Packet

Meeting Date: Tuesday, January 3, 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 JANUARY 3, 2017
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

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Presentations:

- 1. Proclamation:** Honoring Rick Childrey's Dedicated Service to the Greater Smithfield Selma Area Chamber of Commerce
(Mayor – M. Andy Moore) See attached information..... **1**

- 2. Proclamation:** Honoring H. Lynn Corbin's 28+ years of service to the Town of Smithfield
(Mayor – M. Andy Moore) See attached information..... **3**

- 3. Recognition:** Police Lieutenant Brian O'Branovich obtained the Advanced Law Enforcement Certification from the North Carolina Education and Training Standards Commission.
(Mayor – M. Andy Moore) See attached information..... **5**

Public Hearing:

- 1. RZ-16-04 Sue Warrick:** The applicant is requesting to rezone approximately 19.18 acres of land from the R-20A (Residential-Agricultural) zoning district to the LI (Light Industrial) zoning district. The property considered for rezoning is located on the north side of Barbour Road approximately 1300 feet east of its intersection with US Hwy Business 70 West. The property is further identified as Johnston County Tax ID# 15079006B.
(Planning Director – Paul Embler) See attached information..... **7**

Citizens Comments:

Consent Agenda Items:

- 1. Approval of Minutes:**
 - December 6, 2016 – Regular Meeting
 - December 6, 2016 – Closed Session (Under Separate Cover)..... **35**

- 2. Consideration and Approval to **amend the 2017 employee holiday schedule****
(Town Manager – Michael L. Scott) See attached information..... **51**

- 3. Consideration and Approval to **enter into a contract with Robert Spence Jr.****
of Spence & Spence, PA to serve as the Town Attorney
(Town Manager – Michael L. Scott) See attached information..... **55**

- 4. Promotion:** Consideration and approval to promote an internal candidate from
Sanitation Equipment Operator to Sanitation Crew Leader
(Public Works Director – Lenny Branch) See attached information..... **61**

- 5. Career Ladder Promotion Police Department:** The Police Department is
requesting approval to promote a Police Officer II to the rank of Master Police
Officer.
(Chief of Police – R. Keith Powell) See attached information..... **63**

- 6. Bid Award and purchase approval of a 2018 International Trash Truck**
from the low bid offered by Carolina Environmental System in the amount of
\$164,989.00. This was approved in the Public Works FY 2016-2017 Budget.
(Public Works Director – Lenny Branch) See attached information..... **79**

- 7. Bid Award and purchase approval of a 2017 Chevrolet Colorado 4WD
Crew Cab** from Deacon Jones in the amount of \$29,344.40. This was
approved in the Public utilities FY 2016-2017 Budget.
(Public Utilities Director – Ted Credle) See attached information..... **135**

- 8. New Hire Report**
(Human Resources Director/ PIO – Tim Kerigan) See attached information..... **155**

Business Items

- 1. Consideration and Approval to apply for a USDA Rural Business
Development Grant for the Wayfinding Project and approval of
Resolution #596 (01-2017)**
(Economic Development Liaison Tim Kerigan & DSDC Executive Director Sarah
Edwards)
See attached information..... **157**

- 2. Consideration and Approval to apply for the SAFER Grant for Fire
Department Personnel**
(Fire Chief – John Blanton) See attached information..... **165**

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3. Consideration and Approval to reorganize the Planning Department (Town Manager – Michael Scott) <u>See</u> attached information.....	181
4. Consideration and approval to Update the 5-Year Capital Improvement Plan for the Public Utilities Department (Public Utilities Director – Ted Credle) <u>See</u> attached information.....	185
5. Bid Award and contract approval to Professional Services Group, LLC in the amount of \$399,000 for site work and concrete for the Partnership to Build a Miracle Inclusion Park & Miracle League Baseball Field. (Parks and Recreation Director – Gary Johnson and Town Engineer Bill Dreitzler) <u>See</u> attached information.....	201
6. Bid Award to JLP Carpentry in the amount of \$14,000 for the restroom renovations at Talton Park. This was approved in the Parks and Recreation FY 2016-2017 Budget (Parks and Recreation Director – Gary Johnson) <u>See</u> attached information.....	207

Councilmember’s Comments

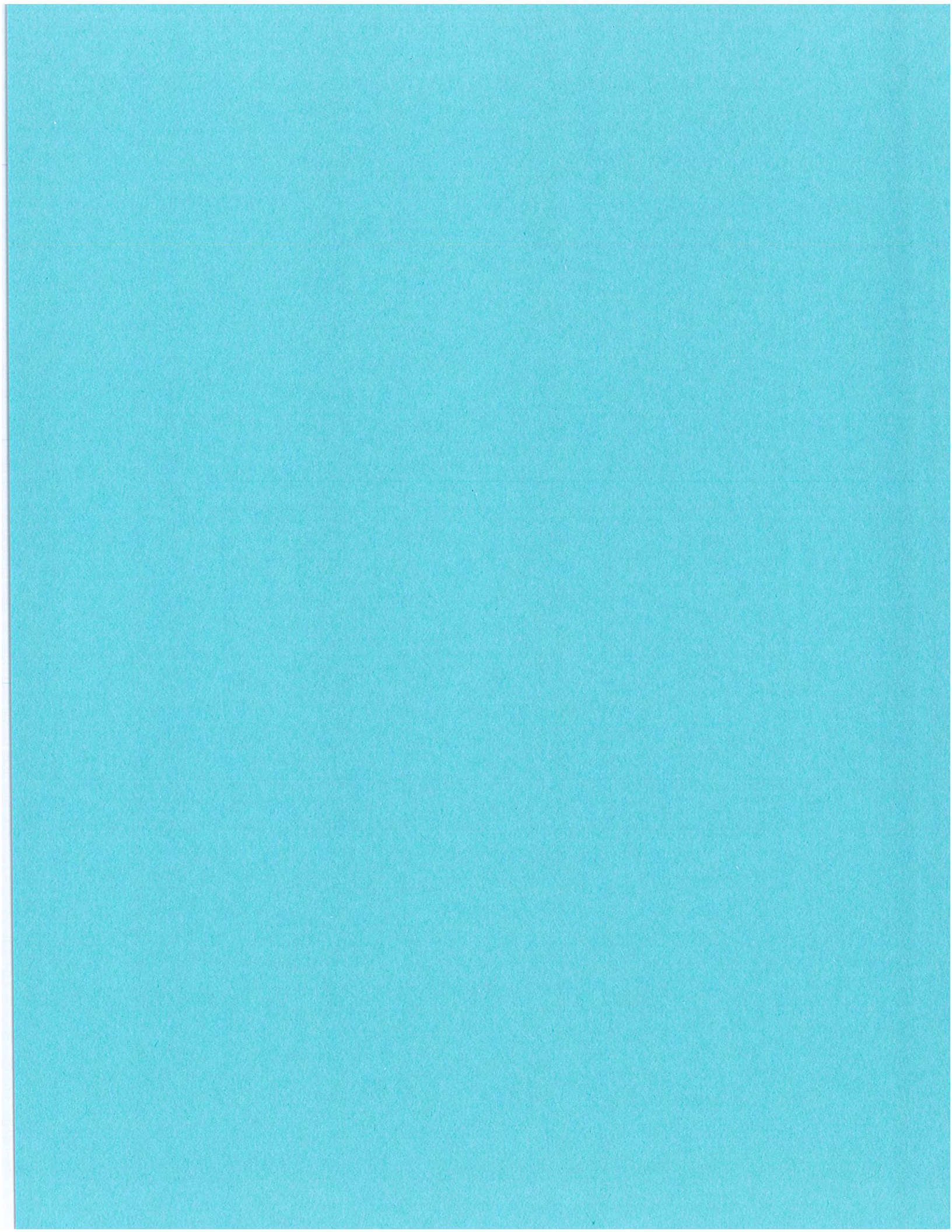
Town Manager’s Report

- Financial Report (See attached information)..... **215**
- Department Reports (See attached information)..... **221**
- Manager’s Report (Will be provided at the meeting)

Closed Session – Pursuant to NCGS 143-318.11 (a) (5) to consult with the Town Attorney and (a) (6) to discuss a personnel matter.

Adjourn

Presentations



PROCLAMATION

In Honor of Rick Childrey's Dedicated Service to the Greater Smithfield Selma Chamber of Commerce and the Town of Smithfield

WHEREAS, Rick Childrey has served as the President of the Greater Smithfield Selma Area Chamber of Commerce for thirty years; and

WHEREAS, Rick Childrey retired from his position with the GSSA Chamber of Commerce on December 31, 2016; and

WHEREAS, these years of service have been marked by exemplary dedication to the best interests of the community, and he has worked constantly for the betterment of its economic, cultural and aesthetic development; and

WHEREAS, Rick Childrey used his vision to preserve history by relocating and renovating the Yelvington-Lee House for the Chamber of Commerce office where it still stands today; and

WHEREAS, during his tenure, Rick Childrey implemented many new programs including the Leadership Johnston Program and the Flame for Learning Award; and

WHEREAS, Rick Childrey has been an important resource, advocate and friend for our community; and

WHEREAS, the Town Council and staff deeply appreciate the important contributions that Rick Childrey has made to the Greater Smithfield Selma Area Chamber of Commerce and to the Town of Smithfield.

NOW, THEREFORE, I, M. Andy Moore, Mayor of the Town of Smithfield along with the members of the Town Council, express our deepest gratitude to Rick Childrey for his countless contributions and exemplary service to the Greater Smithfield Selma Area Chamber of Commerce and the Town of Smithfield and offer our best wishes for a long and happy retirement.



M. Andy Moore, Mayor

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the Town of Smithfield on this Third day of January in the year of our Lord Two Thousand Seventeen.

PROCLAMATION

In Honor of H. Lynn Corbin's 28+ Years of Service to the Town of Smithfield

WHEREAS, H. Lynn Corbin retired from the Town of Smithfield on December 31, 2016 and is being awarded this recognition as a testimonial of loyal and dedicated service for over twenty-eight years; and

WHEREAS, in 1993, H. Lynn Corbin was promoted to the position of Animal Control Officer where he remained until his retirement; and

WHEREAS, H. Lynn Corbin, with compassion and positivity, assisted countless citizens with any and all animal related issues; and

WHEREAS, his dedication and zeal in his work has won him the respect and affection of the citizens of Smithfield and of his fellow workers; and

WHEREAS, he will be missed both professionally and as a friend, and we extend our very best wishes for his continued success in his life's pursuits.

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 H. Lynn Corbin 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



Request for City Council Action

Presentation **Police Dept.**
Advance
Certificate
Date: **01/07/2016**

Subject: Advance Certificate Presentation
Department: Police Department
Presented by: Interim Chief R.K. Powell
Presentation: Yes

Issue Statement

Lieutenant Brian O'Branovich has received his Advanced Law Enforcement Certificate from the North Carolina Education and Training and Standards Commission. Lieutenant **O'Branovich joins** fourteen (14) other members of the Smithfield Police Department that have received this specific recognition. Lieutenant O'Branovich has been with the department for 12 years. Lieutenant O'Branovich has been a field training officer, worked patrol, housing authority and is currently in a supervisory role as the Lieutenant for C Squad.

Financial Impact

None

Action Needed

Presentation of Advanced Certificate.

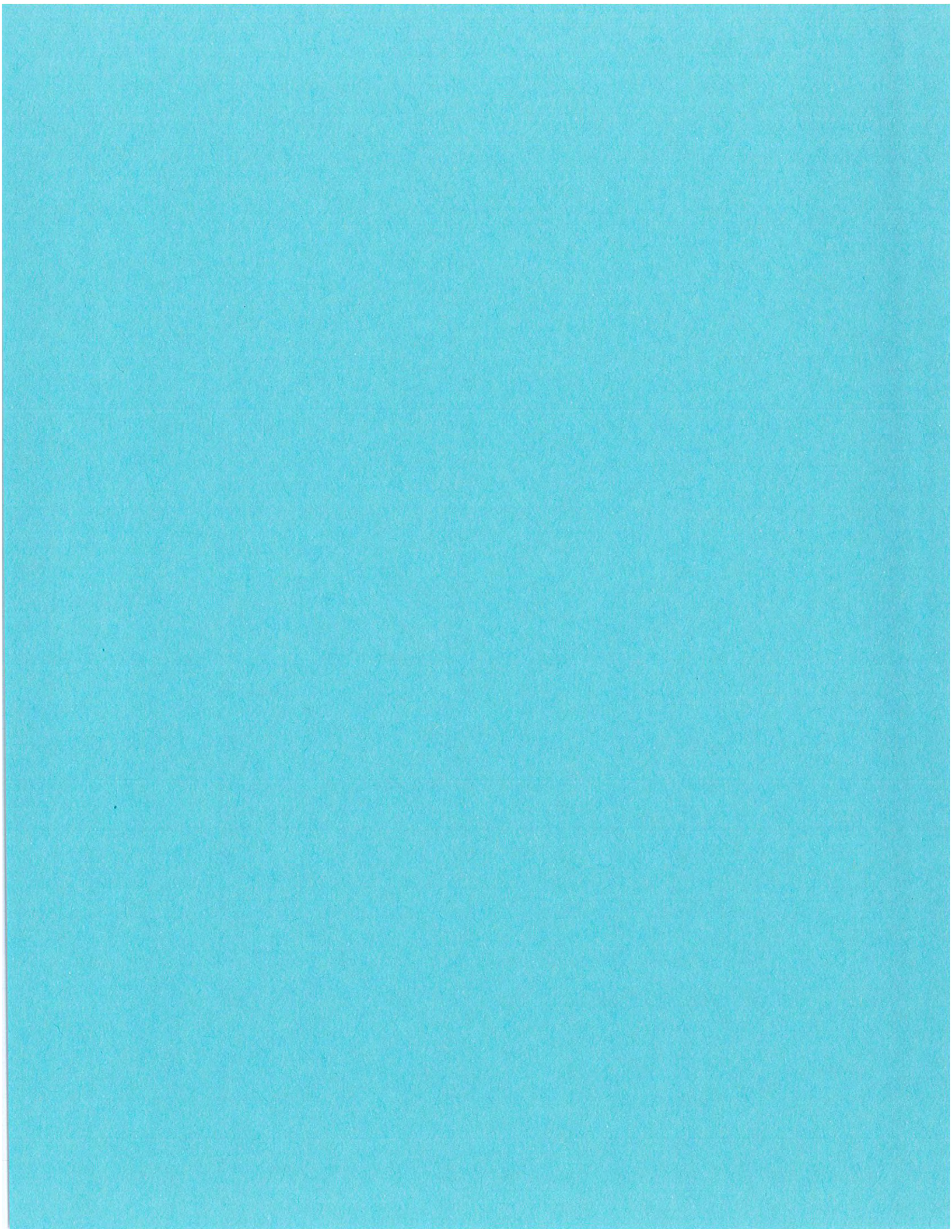
Recommendation

Chief to present Lieutenant O'Branovich with his Advance Law Enforcement Certificate.

Approved: City Manager City Attorney

Attachments: None

Public Hearing





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-16-04
Project Name: Sue Warwick Rezoning
TAX ID number: 15079006B
Town Limits/ETJ: ETJ
Applicant: Sue Warwick
Owners: Sue Warwick
Agents: none
Neighborhood Meeting: none

PROJECT LOCATION: North side of Barbour Road approximately 1300 feet east of its intersection with US Hwy Business 70 West.

REQUEST: The applicant is requesting to rezone approximately 19.18 acres of land from the R-20A (Residential-Agricultural) zoning district to the LI (Light Industrial) zoning district.

SITE DATA:

Acreage: 19.18 acres
Present Zoning: R-20A (Residential-Agricultural)
Proposed Zoning: LI (Light Industrial)
Existing Use: Agricultural / Woodlands
Proposed Use: None

DEVELOPMENT DATA:

Proposed Use: The applicant is not requesting site development plan review or a conditional use permit at this time. The applicant is only requesting the subject property to be rezoned to the light industrial zoning district. If the rezoning request is approved, all uses permitted within the light industrial zoning district may be considered for future approvals.

ENVIRONMENTAL: Approximately 1.59 acres of the subject property is located within a 100 year flood plain. The Future Land Use Plan has identified this portion of the property as conservation overlay district and all land disturbing activities in this area should be discouraged. The Future Land

Use Plan has also identified and recommends the eastern and southern property lines be preserved as a buffer from adjacent residential land uses and zoning districts.

ADJACENT ZONING AND LAND USES:

North:	Zoning:	R-20A (Residential-Agricultural)
	Existing Use:	Residential / Horse Pasture
South:	Zoning:	R-20A (Residential-Agricultural)
	Existing Use:	Residential / Agricultural fields
East:	Zoning:	R-20A (Residential-Agricultural)
	Existing Use:	Residential / Agricultural fields
West:	Zoning:	LI (Light Industrial) and R-20A (Residential-Agricultural)
	Existing Use:	Undeveloped lot within an existing industrial park / agricultural fields

STAFF ANALYSIS AND COMMENTARY:

The property considered for rezoning is 19.18 acre tract of land immediately adjacent to an existing industrial park to the west and is home to OPW Containment Systems, Carolina Electronic Assemblers, and Gates Concrete and Construction Company. Town of Smithfield water service is available within the right-of-way of Barbour Road. Sewer service is approximately 700 feet to the northwest of the property and within the right-of-way of US Highway 70 Business. A 50 foot Colonial pipeline easement and gas main is located on the northern most portion of the property. The subject property, at its closest point, is approximately 1,850 feet from the Town of Smithfield corporate limit line.

Some of the permitted uses that can be considered for future approval if the property is rezoned to the LI (Heavy Industrial) zoning district would include:

- Building, government
- Clothing And Finished Fabric Products, Manufacture Of
- Contractors, Special Trades (No Storage)
- Clothing And Finished Fabric Products, Manufacture Of
- Manufacturing of clothing and finished fabric products
- Fuel And Ice Dealers
- Greenhouses and Plant Nurseries
- Office, professional
- Light Manufacturing Uses Involving Fewer Than 35 Employees And Not Otherwise Listed/Identified
- Industrial Research Offices And Laboratories

- **Consistency with the Strategic Growth Plan**

The proposed rezoning to the LI (Light Industrial) zoning district is consistent with the Future Land Use Plan which recommends the property be zoned for industrial uses.

- **Consistency with the Unified Development Code**

The rezoning will be consistent with the Town of Smithfield Unified Development Ordinance providing that future proposed land uses make the necessary site improvements to include landscaped buffer yards adjacent to neighboring residential uses and zoning districts.

- **Compatibility with Surrounding Land Uses**

The property considered for a rezoning is located in an area along US Highway 70 West Business where manufacturing, warehousing and service related business have a strong presence. The adjacent residential use to the east should not be negatively impacted providing that any future land use does not generate excessive dust, noise or vibration and does not contain bulk storage of flammable material.

OTHER:

FIRE PROTECTION: Wilsons Mills will provide fire protection.

SCHOOL IMPACTS: NA

PARKS AND RECREATION: NA

ACCESS/STREETS: The property has approximately 345 feet of road frontage on Barbour Road.

WATER/SEWER PROVIDER: Town of Smithfield allocation

ELECTRIC PROVIDER: Duke Progress Energy

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 Recommendation: The Planning Department recommends approval of the request to rezone approximately 19.18 acres of land from the R-20A (Residential-Agricultural) zoning district to the LI (Light Industrial) zoning district.

Planning Board Recommendation: The Planning Board, at its December 13, 2016 meeting, unanimously voted to recommend approval of the request to rezone approximately 19.18 acres of land from the R-20A (Residential-Agricultural) zoning district to the LI (Light Industrial) zoning district.

Town Council Action Requested: The Town Council is requested to review the request to rezone approximately 19.18 acres of land from the R-20A (Residential-Agricultural) zoning district to the LI (Light Industrial) zoning district and make a decision in accordance with the approval criteria for a rezoning.



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: LILLIE ~~JACKINS~~ ^{JACKINS} SITE Acreage of Property: 18.58
 Parcel ID Number: 15079006B Tax ID: 434069B
 Deed Book: 001166 Deed Page(s): 0233
 Address: 2400 BARBOUR RD SMITHFIELD
 Location: BARBOUR RD / US 70W BUSINESS

Existing Use: R20A Proposed Use: L1
 Existing Zoning District: N/A
 Requested Zoning District: N/A L1

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: RZ-16-04 Date Received: _____ Amount Paid: \$300.00

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.

Joe U. Warrick
Print Name

Joe U. Warrick
Signature of Applicant

~~2017~~ 11-4-16
Date

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:*

Yes, the property is contiguous to the existing Aviation Industrial Park and existing industrial structures within the Park.

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

Yes, the property is contiguous to the existing Aviation Industrial Park and existing industrial structures within the Park. There is ample buffer (gas line, forest and agriculture) from any neighborhoods/residential homes.

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

Yes, the property is contiguous to the existing Aviation Industrial Park and existing industrial structures within the Park.

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

Yes, with the continued growth seen in Johnston County, having viable industrial sites to offer prospective companies for town/county residents to work is key for the future development of Johnston County and Smithfield NC

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

No. The property requested for rezoning is contiguous to the existing Aviation Industrial Park and existing industrial structures within the Park.

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

Yes - for the property to be able to be marketed for light industrial clients, the need to change from R20 to LI is needed to make the site more attractive to clients and site consultants.

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

Yes - The the property is contiguous to the existing Aviation Industrial Park and have existing infrastructure in place.

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

The property is currently zoned R20 and used for agriculture purposes. It will be continued to be used for agricultural purposes and marketed for its future potential to be used as Light Industrial and combined with the Aviation Industrial Park.

Town of Smithfield

Rezoning Permit Application

Approval Criteria

Application No. RZ-14-04 Name: Sue Warwick

Request: Zoning reclassification from R-20A (Residential-Agricultural) to the LI (Light-Industrial) zoning district.

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 Council has the responsibility to determine if the zoning map amendment is warranted. The Town of Smithfield Planning Board shall recommend and the Town Council 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....

Circle One

A. Agree

The rezoning request from the low density residential zoning district to a light industrial zoning district is consistent with the recommendations of the Future Land Use Plan which calls for industrial uses at this location. Expanding the existing light industrial zoning district to the subject property will create opportunities for future job growth in the area.

B. Disagree

The Future land use plan has identified this property as being suitable for industrial uses. However, the additional commercial activity and the traffic generated by such intensive uses offered by the light industrial zoning district will allow for harmful and adverse impacts on the area, particularly to the adjacent residential properties to the south and east.

2. Finding Two of Eight

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

Circle One

A. Agree

The rezoning petition is compatible with established neighborhood patterns of the surrounding area. This area contains some of the most productive industrial properties located within the Town of Smithfield planning and zoning jurisdiction.

B. Disagree

Although no known compatibility issues with adjacent land uses have occurred in the past, rezoning the property to the light industrial zoning district could create the potential for additional congestion along US Hwy 70 in the form of additional retail shopping centers, restaurants, gas stations and urban sprawl in general.

3. Finding Three of Eight

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

Circle One

A. Agree

The rezoning request from the low density residential to a light industrial zoning district is consistent with historical trends suggesting that some industrial and manufacturing facilities prefer to be located in close proximity to Johnston County Airport.

B. Disagree

The rezoning petition is NOT compatible with the changing neighborhood conditions that might warrant a rezoning because recently constructed residential subdivisions have been built along Swift Creek Road and within the airport overlay district.

4. Finding Four of Eight

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

A. Agree

The rezoning will allow for a wider range of commercial and light industrial uses and provide additional area for consideration of large scale manufacturing uses and developments. Any development that will occur from the rezoning will increase the tax base as an additional benefit.

B. Disagree

The denial of the rezoning will be in the best interest of Smithfield because it will maintain a reservoir of low density residential properties for future development.

5. Finding Five of Eight

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

A. Agree

It is unlikely an argument could be made for "spot zoning" or "small scale" since the rezoning will be expanding on an already existing light industrial zoning district.

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 for residential and agricultural uses. Additional manufacturing and industrial uses such as those permitted in the light industrial zoning district cannot occur unless the property is rezoned.

B. Disagree

There are no considerations for residential development in the light industrial zoning district. Residential uses should be pursued in more depth prior to rezoning to light industrial.

7. Finding Seven of Eight

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

A. Agree

In addition to public water and sewer being available to the site, the property is served with electricity by Duke Progress Energy. CenturyLink and Time Warner also 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

There are no physical restraints to the area considered for rezoning such as wetlands, stream buffers, potential flood hazard areas and storm water that would outright prohibit development of the property. 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 can 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 rezoning petition RZ-16-04.

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 rezoning petition RZ-16-04.

10. Record of Decision:

Based on a motion and majority vote of the Town of Smithfield Town Council, rezoning petition RZ-16-04 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, December 13, 2016
6:00 P.M., Town Hall, Council Room

Members Present:

Chairman-Stephen Upton
Vice-Chairman Daniel Sanders
Mark Lane
Eddie Foy
Gerald Joyner
Jack Matthews
Teresa Daughtry

Members Absent:

Ashley Spain

Staff Present:

Mark Helmer, Senior Planner
Shannan Williams, Town Clerk

Staff Absent:

CALL TO ORDER

APPROVAL OF MINUTES FROM NOVEMBER 3, 2016.

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

Public Hearings:

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

RZ-16-04 Sue Warrick:

Mr. Helmer stated the applicant is requesting to rezone approximately 19.18 acres of land from the R-20A (Residential-Agricultural) zoning district to the LI (Light Industrial) zoning district. The property considered for rezoning is located on the north side of Barbour Road approximately 1300 feet east of its intersection with US Hwy Business 70 West. The property is further identified as Johnston County Tax ID# 15079006B.

Mr. Helmer stated the applicant is not requesting site development plan review or a conditional use permit at this time. The applicant is only requesting the subject property to be rezoned to the Light Industrial zoning district. If the zoning request is approved, all uses permitted within the Light Industrial zoning district may be considered for future approvals. Approximately 1.59 acres of the subject property is located within a 100 year flood plain. This area is located adjacent to the rear property line and all land disturbing activities in this area should be discouraged.

Mr. Helmer stated the property considered for rezoning is a 19.18 acre property immediately adjacent to an existing industrial park to the west and is home to OPW Containment Systems,

Carolina Electric Assemblers, and Gates Concrete and Construction Company. Town of Smithfield water service is available within the right-of-way of Barbour Road. Sewer service is approximately 700 feet to the northwest of the property. A 50 foot Colonial Pipeline easement and gas main is located on the northern most portion of the property. The subject property at its closest point is approximately 1,850 feet from the Town of Smithfield corporate limit line.

Some of the permitted uses that can be considered for future approval if the property is rezoned to the LI (Heavy Industrial) zoning district would include:

- Building, Government
- Clothing and Finished Fabric Products, Manufacture of
- Contractors, Special Trades (No Storage)
- Clothing and Finished Fabric Products, Manufacture of
- Manufacturing of Clothing and Finished Product Fabric Products
- Fuel and Ice Dealers
- Greenhouses and Plant Nurseries
- Office, Professional
- Light Manufacturing uses Involving Fewer than 35 employees and not otherwise listed/identified
- Industrial Research Offices and Laboratories

Mr. Helmer stated the proposed rezoning to the LI (Light Industrial) zoning district is consistent with the Future Land Use Plan which recommends the property be zoned industrial uses. The rezoning will be consistent with the Town of Smithfield Unified Development Ordinance providing that any proposed land uses makes the necessary site improvements to include landscaped buffer yards adjacent to neighboring residential uses and zoning districts.

Mr. Helmer stated the property considered for a rezoning is located in an area along US Hwy 70 Business West where manufacturing, warehousing and service related business have a strong presence. The adjacent residential use to the north should not be negatively impacted providing that any future use does not generate excess dust, noise or vibration and does not contain bulk storage of flammable material. Wilsons Mills will provide fire protection, the Town of Smithfield will provide water/sewer, and Duke Energy will provide electric services.

The Planning Department recommends approval of the request to rezone approximately 19.18 acres of land from the R-20A (Residential-Agricultural) zoning district to the LI (Light Industrial) zoning district.

The Planning Board is requested to review the petition and make a recommendation in accordance with the approval criteria for the rezoning of approximately 19.18 acres of land from the R-20A (Residential-Agricultural) zoning district to the LI (Light Industrial) zoning district.

Mr. Upton asked if anyone wanted to speak for or against the proposal.

Mr. Upton stated Chris Johnson from the Johnston County Economic Development is present to answer questions regarding this request.

Eddie Foy asked how much area is requested to be rezoned.

Mr. Helmer stated 19.18 acres.

Eddie Foy asked why the applicant requested 18.5 on the application.

Mr. Helmer stated the acreages are estimates but the critical thing is the applicant is requesting the entire tract be rezoned.

Jack Matthews asked if the 1.59 acres is not showing on the assessed acres because it could be in the flood plain.

Mr. Helmer stated the 1.59 acres in the flood plain is an estimate we came up with using GIS.

Daniel Sanders asked if there has been any opposition.

Mr. Helmer stated he has received calls asking questions about the project, but he informed them there was a public hearing and they are welcomed to speak for or against the proposal.

Teresa Daughtry stated this looks like a perfect location and tract of land for light industrial uses in support of new growth.

Chris Johnson, 3149 Swift Creek Road, stated the purpose of the proposed rezoning is for marketing only. The applicant stated the 20 acre property has been up for sale, but wants to remove as many hurdles as possible for an industry to move in. Currently there is no contract on this property and the rezoning request is just to make it more attractive for a future company. The applicant owns surrounding the proposed rezoning so she has great stake at what goes in that location.

Mr. Upton reminded the board this proposal is strictly a rezoning.

Daniel Sanders asked if in the future this land were to be rezoned for housing if that would benefit the County and the Town.

Chris Johnson stated if the proposed site is zoned Light Industrial it could always be zoned back to Residential.

Loretta Bell, 2226 Barbour Road, stated she is not seeing what she would call an attractive buffer for this proposal. She stated she finds the area very attractive and having store fronts and commercial buildings will ruin the area. She stated traffic will greatly increase when it's already a problem. She feels the community will be highly impacted by this proposed rezoning and feels the town encroaching on their properties will negatively affect surrounding

homeowners. She stated her father built the home she bought for her family and many families in that area have been there for generations and the community is exceedingly quiet. She stated she understands the Town has a vision, but the homeowners have a very different vision.

Teresa Daughtry asked Ms. Bell how many miles her house is from the bypass.

Ms. Bell stated not even a mile.

Treva Avery, 2438 Barbour Road, stated the industrial businesses that are already near this project keeps her up at night now due to noise. She requested not to put anything there that will keep her up at night more than she is now.

Mr. Upton stated this is just a rezoning of the property, there are no businesses going into that area right now.

Ms. Avery stated citizens need to be heard now not after the project is already there.

Mr. Helmer stated if a given use is permitted as a conditional use, then the development request would have to come back before the board to get approval and another public hearing would be required.

Being no further questions, Mr. Upton closed the public meeting for RZ-16-04.

Eddie Foy made a motion, seconded by Daniel Sanders, to move to the Finding of Fact.

In connection with a legislative decision for a rezoning request, the Town Council may consider certain approval criteria. Planning staff generally accepts these findings of fact as part of a complete application submitted by the petitioner.

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

The rezoning request from the low density residential zoning district to a light industrial zoning district is consistent with the recommendations of the Future Land Use Plan which calls for industrial uses at this location. Expanding the existing light industrial

zoning district to the subject property will create opportunities for future job growth in the area.

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

The rezoning petition is compatible with established neighborhood patterns of the surrounding area. This area contains some of the most productive industrial properties located within the Town of Smithfield planning and zoning jurisdiction.

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

The rezoning request from the low density residential to a light industrial zoning district is consistent with historical trends suggesting that some industrial and manufacturing facilities prefer to be located in close proximity to Johnston County Airport.

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

The rezoning will allow for a wider range of commercial and light industrial uses and provide additional area for consideration of large scale manufacturing uses and developments. Any development that will occur from the rezoning will increase the tax base as an additional benefit.

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

It is unlikely an argument could be made for "spot zoning" or "small scale" since the rezoning will be expanding on an already existing light industrial zoning district.

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

The property is currently zoned for residential and agricultural uses. Additional manufacturing and industrial uses such as those permitted in the light industrial zoning district cannot occur unless the property is rezoned.

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

In addition to public water and sewer being available to the site, the property is served with electricity by Duke Progress Energy. CenturyLink and Time Warner also serve the area with phone and cable respectively.

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

There are no physical restraints to the area considered for rezoning such as wetlands, stream buffers, potential flood hazard areas and storm water that would outright

prohibit development of the property. There is no limiting geological and hydrological formation that would prohibit development (rock outcrops, lakes, etc.).

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;

Eddie Foy made a motion, seconded by Teresa Daughtry to rezone approximately 19.18 acres of land from the R-20A (Residential-Agricultural) zoning district to the LI (Light Industrial) zoning district.

Old Business:

New Business:

Jack Matthews made a motion to adjourn, seconded by Ashley Spain. Unanimous.

Submitted this 13th day of December, 2016.

Shannan Williams
Town Clerk



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-16-04, were notified by First Class Mail on 12-14-16.

Mark E. Helmer

Signature

Johnston County, North Carolina

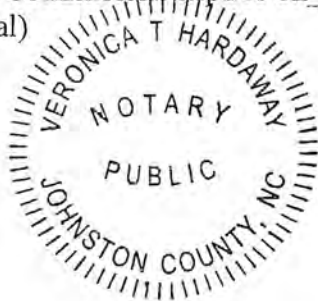
I, Veronica Hardaway, Notary Public for Johnston County and State of North Carolina do hereby certify that Mark E. Helmer personally appeared before me on this day and acknowledged the due execution of the foregoing instrument. Witness my hand and official seal, this the

14th day of December, 2016

Veronica T Hardaway
Notary Public Signature

Veronica T Hardaway
Notary Public Name

My Commission expires on 1-14-18
(Seal)



Adjacent Property Owners of
RZ-16-04

TAG	PIN	NAME1	ADDRESS1	CITY	STATE	ZIPCODE
15078015	168511-55-6774	BELL, EULA MAE LIFE ESTATE	2437 BARBOUR RD	SMITHFIELD	NC	27577-0000
15078015B	168511-55-8925	SMITH, LULA BELL	1942 ADDISON ROAD SOUTH	HEIGHTS	MD	20747-0000
15079005D	168510-47-7056	SCA VENTURES LLC	132 CITATION LANE	SMITHFIELD	NC	27577-0000
15079005G	168506-47-5802	SCA VENTURES LLC	132 CITATION LN	SMITHFIELD	NC	27577-0000
15079006B	168511-57-4009	WARRICK, SUE U	145 LITTLE CREEK CHURCH ROAD	CLAYTON	NC	27520-6833
15078022B	168511-57-7070	BELL BENTON, JACQUELYN	6607 WOODSTREAM DRIVE	LANHAM	MD	20706-0000
15078022D	168511-57-8396	CAMPBELL, JOYCE MARIE	2440 BARBOUR RD	SMITHFIELD	NC	27577-0000
15078022E	168511-56-7670	BELL BENTON, JACQUELYN	6607 WOODSTREAM DRIVE	LANHAM	MD	20706-0000
15078015E	168511-55-7756	BELL, LEAMON JR AND OTHERS	P O BOX 261	FOUR OAKS	NC	27524-0000
17J08022	168507-58-1424	TROGDON, EDWARD HAROLD	2125A SWIFT CREEK RD	SMITHFIELD	NC	27577-7229
17J08023F	168507-58-4439	SHEA, DANIEL R	216 HOMESTEAD LANE	SMITHFIELD	NC	27577-9395
17J08024I	168507-58-7368	SHEA, DANIEL R	216 HOMESTEAD LANE	SMITHFIELD	NC	27577-9395
15O99006C	168511-57-7336	AVERY, TREVA L	2438 BARBOUR RD	SMITHFIELD	NC	27577-0000
15079006	168510-46-6517	TRUST	3000 US HWY 70 W BUS	SMITHFIELD	NC	27577



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, January 3, 2017 in the Town Hall Council Chambers located at 350 East Market Street to consider the following request:

RZ-16-04 Sue Warrick: The applicant is requesting to rezone approximately 19.18 acres of land from the R-20A (Residential-Agricultural) zoning district to the LI (Light Industrial) zoning district. The property considered for rezoning is located on the north side of Barbour Road approximately 1300 feet east of its intersection with US Hwy Business 70 West. The property is further identified as Johnston County Tax ID# 15079006B.

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.



PLANNING DEPARTMENT

Paul C. Embler, Jr., Director

Notice Of Public Hearing

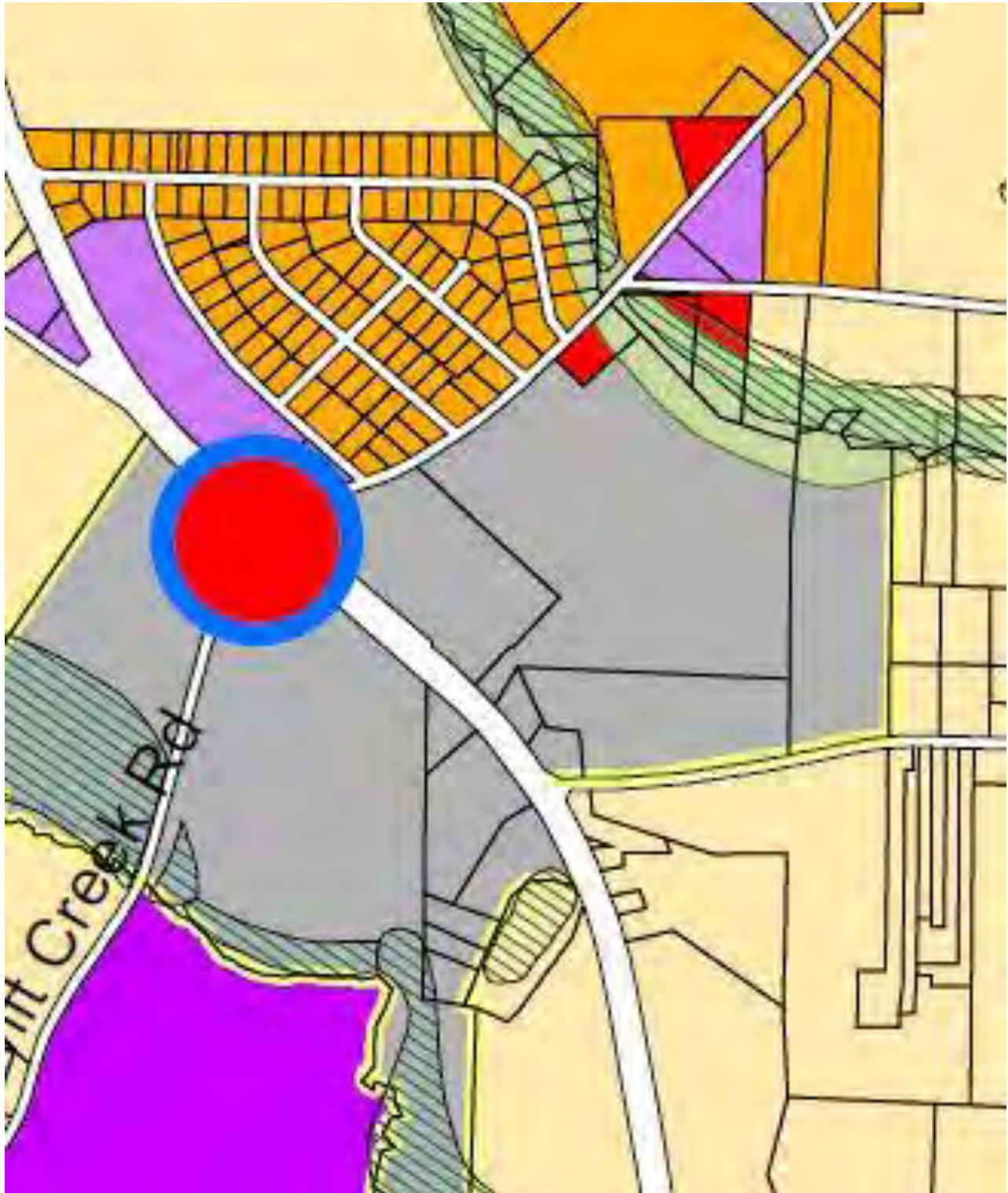
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All interested persons are encouraged to attend. To accommodate disabilities and to comply with ADA regulations, please contact the town office if you need assistance. Further inquiries regarding this matter may be directed to the Smithfield Planning Department at (919) 934-2116 or online at www.smithfield-nc.com.

Run “Legal Ad” in the Smithfield Herald on 12/21/16 and 12/28/16

Future Land Use Map
US Hwy 70 Business and Barbour Road



2400 Block of Barbour Road



Project Name:
Sue Warwick Rezoning

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

Proposed Zoning:
LI (Light Industrial)

File Number:
RZ-16-04

Owner:
Sue Warwick

Applicant:
Sue Warwick

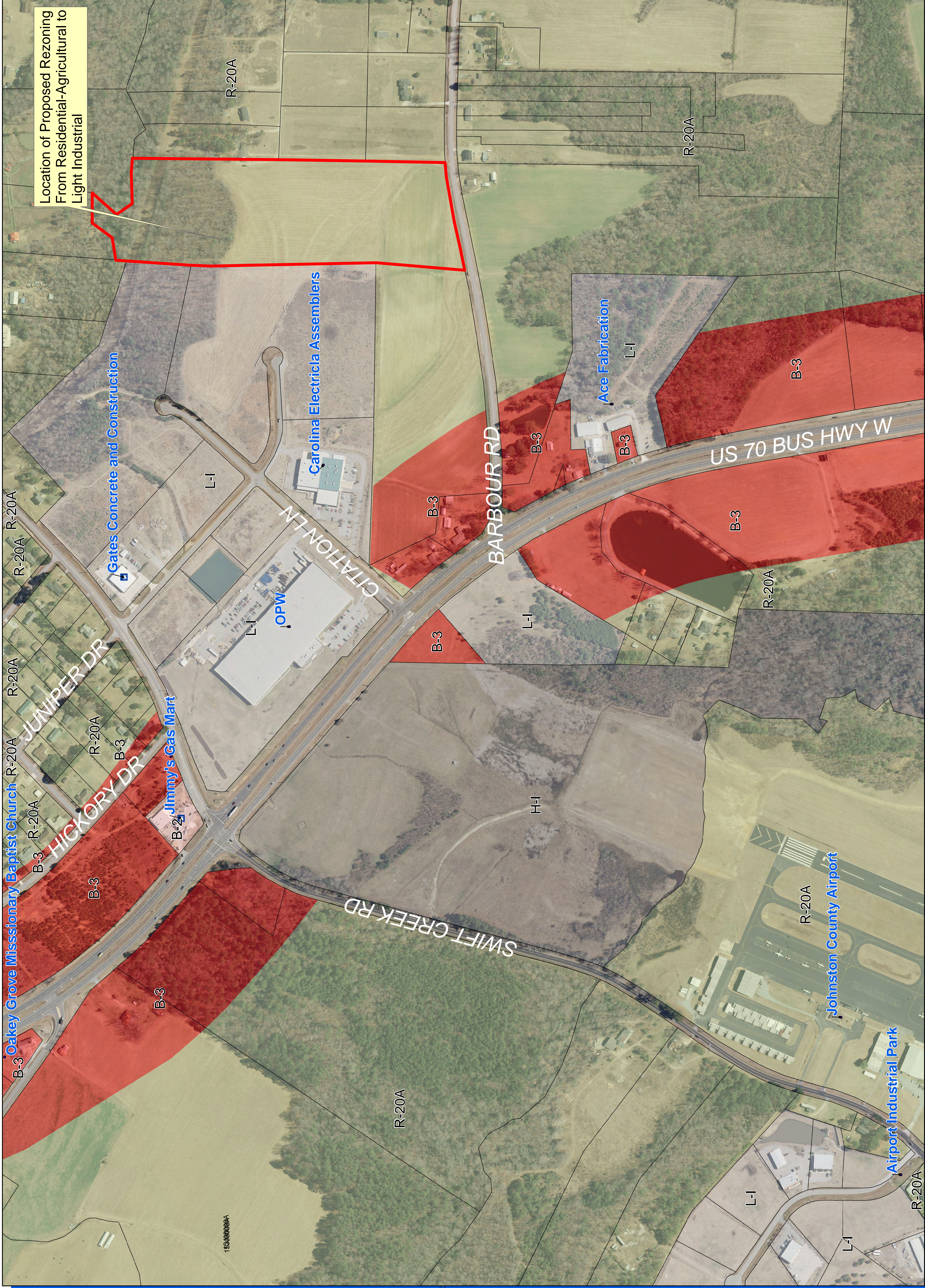
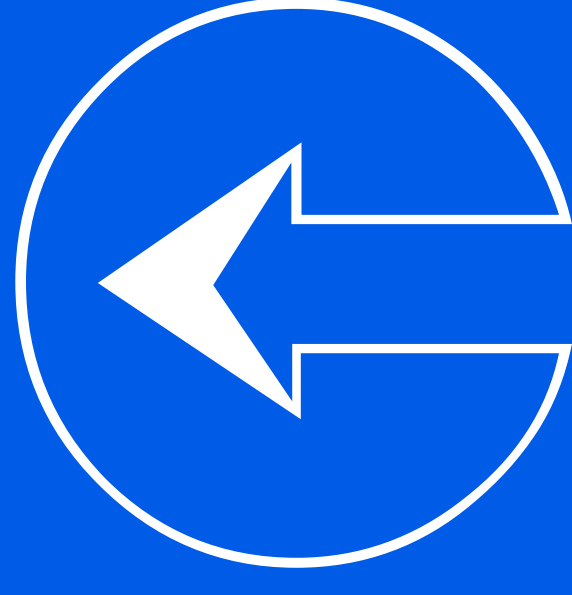
Location:
2400 Block of Barbour Road

Tax ID#
15079006B

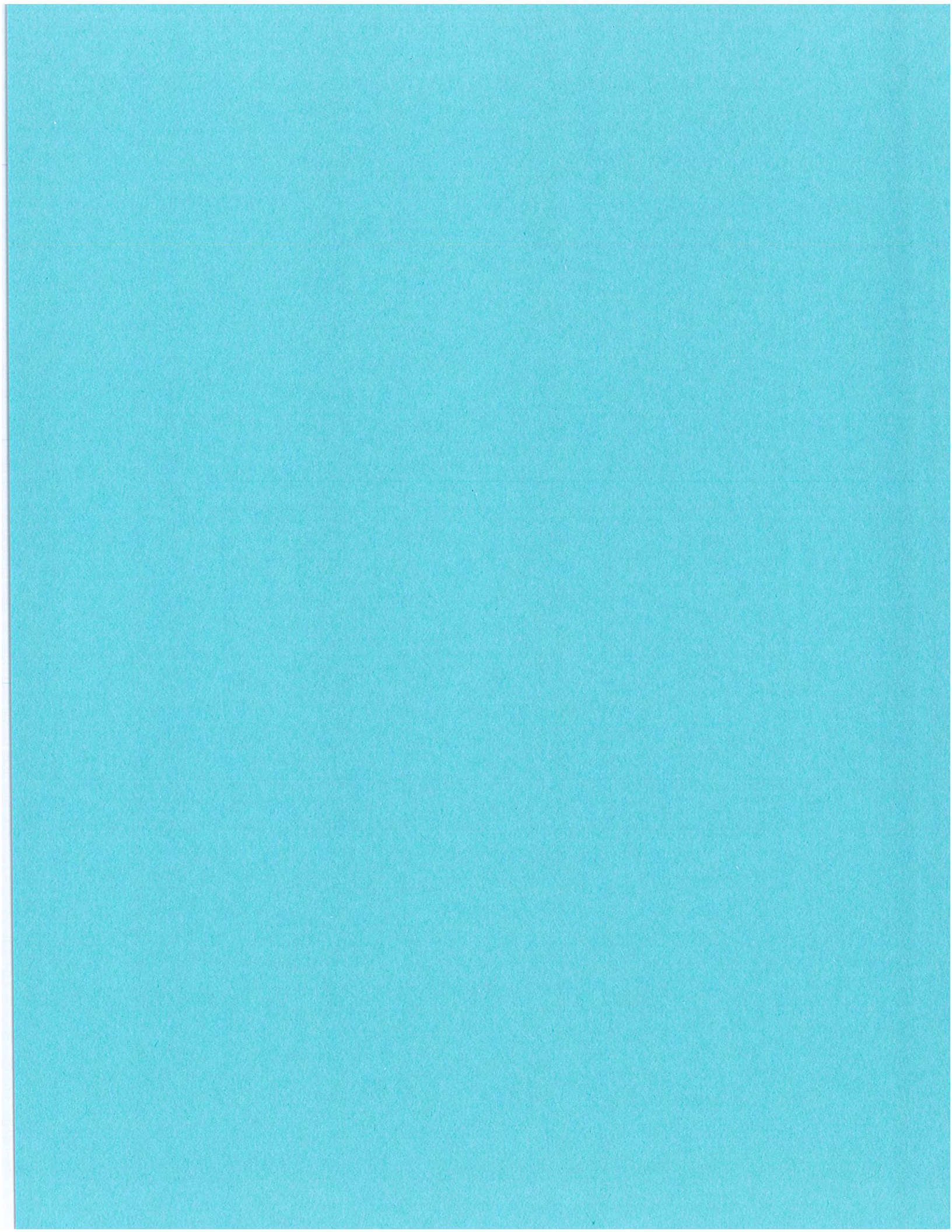
Zoning District:
R-20A to LI

Map created by the
Mark E. Helmer, AICP
Senior Planner,
GIS Specialist
on 12/2/2016

1 inch = 200 feet



Consent Agenda Items



The Smithfield Town Council met in regular session on Tuesday, December 6, 2016 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
J. Perry Harris, District 2
Travis Scott, District 3
Roger A. Wood, District 4
John A. Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Marlon Lee, District 1

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

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

APPROVAL OF AGENDA:

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Harris, to approve the agenda with the following amendments:

- *Add a Closed Session pursuant to NCGS 143-318.11 (a) (6) to discuss a personnel matter.*
- *Add Business Item #5 Consideration and Approval for the repairs of Vermont Street and Laurel Drive due to damages sustained during Hurricane Matthew.*

Unanimously approved.

PRESENTATIONS:

1. Oath of Office to Administrative Captain Ryan Sheppard

Mayor Moore administered the Oath of Office to newly promoted Police Captain Ryan Sheppard.

2. Oath of Office to Police Lieutenant Samuel Jones

Mayor Moore administered the Oath of Office to newly promoted Police Lieutenant Samuel Jones.

3. Oath of Office to Police Sergeant Richard Conerly

Mayor Moore administered the Oath of Office to new promoted Police Sergeant Richard Conerly.

4. Economic Development Update

Economic Development Liaison Tim Kerigan and Sanford Holshouser Consultant Rocky Lane updated the Council on the economic development efforts of the Town. Mr. Lane explained that he and Mr. Kerigan began with the plan of work. They met with community and business leaders as well as the Smithfield Economic Development Advisory Committee (SEDAC). Outlined in the plan of work

were the following categories: Internal and external marketing, business retention and expansion, Town image, visioning and branding, product development, downtown redevelopment and retail development.

Internal and External Marketing: Mr. Lane and Mr. Kerigan met with Brenda Daniels from ElectriCities. Mr. Lane explained that ElectriCities offers two grant programs. There is an annual \$7,000 no restrictions and no match grant for economic development efforts and there is an annual \$4,000 no restrictions, one to one matching grant. Mr. Kerigan and Mr. Lane will meet with Ms. Daniels and the vice president of marketing to discuss marketing efforts for the Town.

Business Retention and Expansion: Mr. Lane explained that he and Mr. Kerigan have developed a list of potential businesses and will meet with them in early 2017.

Town Image: Mr. Lane explained that he and Mr. Kerigan have identified areas of improvement.

Visioning and Branding: Mr. Lane explained that the SEDAC wanted to focus on visioning and branding the Town.

Product Development: Mr. Lane explained that during several meetings potential industrial sites were identified. Consideration for a former certified site should be brought forward as an industrial site.

Downtown Redevelopment: Mr. Lane explained that he and Mr. Kerigan met with Sarah Edwards Executive Director of the Downtown Smithfield Development Corporation to discuss the old Town Hall. That building was discussed with Ms. Daniels because of her expertise in redevelopment.

Johnston Community College and Residential Development: Mr. Lane explained that he and Mr. Kerigan would like to meet with Dr. Johnson to discuss how the Town can leverage the Community College and assist with housing for college staff and students.

Retail Development: Mr. Lane explained that ElectriCities partners with a retail development national consultant who performs GAP analysis to determine which retail businesses should be recruited to locate to Smithfield.

Mr. Kerigan informed the Council that he has been visiting with local businesses. He also informed the Council that he has been working with the Planning Department and both he and Planning Director Paul Embler have received a lot of positive feedback.

Mayor Pro-Tem Ashley questioned if Mr. Lane and Mr. Kerigan were working with the Chamber. Mr. Kerigan responded that the Chamber has been assisting with the economic development efforts.

Councilman Scott inquired what the grants could they be used for. Mr. Lane responded that the grant funds could be used for anything marketing and economic development related.

Mayor Moore asked that a written report be provided to the Council. Mayor Moore asked Mr. Lane if in his opinion the proposed jail site was the best use of the property. Mr. Lane responded that based on his limited knowledge of the project, it does not appear to be the highest and best use of the property.

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 Oakey Grove Missionary Baptist Church (CUP-16-11)

Councilman Harris made a motion, seconded by Mayor Pro-Tem Ashley, to open the Public Hearing. Unanimously approved.

Planning Director Paul Embler addressed the Council on a request by Oakey Grove Missionary Baptist Church. The applicant was requesting a conditional use permit to allow for a daycare center on a .85 acre tract of land and located within a B-3 (business) zoning district. The property considered for a conditional use permit was located on the northwest side of the intersection of US Hwy 70 Business and Little Creek Church Road. The property was further identified as Johnston County Tax ID# 15J08009I.

Planning Director Paul Embler has incorporated his entire record and provided it to Council in written form in the December 6, 2016 agenda packet.

The Planning Board, at its November 3, 2016 meeting, unanimously voted to recommend approval in accordance with the finding of fact for a conditional use permit to allow for a daycare facility within a B-3 (Business) zoning district.

The Planning Department recommends approval of the request for a conditional use permit to allow for a daycare facility on property located within a B-3 (Business) zoning district.

Mayor Moore asked if the applicant was in agreement with the testimony provided by Mr. Embler. The applicant, Charles Pulley, responded he was in agreement with the testimony offered by Mr. Embler.

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

Mayor Moore asked if there were any questions from Council. There were none.

Councilman Rabil 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 Wood, to vote in the affirmative to all of the below Finding of Facts. Unanimously approved.

- **Finding One of Four: Approved**

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.

Establishing a daycare center at this site will not endanger the public health, safety, or general welfare. The requirements that the state is mandating will mitigate any such dangers.

- **Finding Two of Four: Approved**

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.

It is the applicant's intent that the property will meet all state and local ordinance conditions and specifications.

- **Finding Three of Four: Approved**

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 use will not adversely affect the use or any physical attributes of adjoining or abutting property. Property is located on the corner of 70 Bus Hwy and Little Creek Church Road. Property is adjacent to a field housing cows and near the property line of a parking lot of Johnston Union Baptist Church, directly across the street is undeveloped property.

- **Finding Four of Four: Approved**

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 location and character of the use will be in harmony with the area in which it is to be located. The conditional use shall demonstrate conformance to the Land Use Plan. It will not impact other projects as required by GS 160A-382(b).

Record of Decision: Approval of Conditional Use Permit Application # CUP-16-10

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 move to recommend approval of Conditional Use Permit Application # CUP-16-11. Unanimously approved.

2. Conditional Use Permit request by Amalia Felix Mireles (CUP-16-12)

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

Planning Director Paul Embler addressed the Council on a request by Amalia Felix Mireles to allow for an automotive repair facility with tire sales on a 1.1 acre tract of land located within a B-3 (Business) zoning district. The property considered for a conditional use permit was located on the southwest side of the intersection of South Brightleaf Boulevard and Wal-Pat Road and further identified as Johnston County Tax ID# 15A61047D

Planning Director Paul Embler has incorporated his entire record and provided it to Council in written form in the December 6, 2016 agenda packet.

The Planning Board, at its November 3, 2016 meeting, unanimously voted to recommend approval in accordance with the finding of fact for a conditional use permit to allow for an automotive repair facility within a B-3 (Business) zoning district.

The Planning Department recommends approval of the request for a conditional use permit to allow for an automotive repair facility on property located within a B-3 (Business) zoning district.

Mayor Moore asked if the applicant was in agreement with the testimony provided by Mr. Embler. The applicant, Amelia Felix Mireles, responded she was in agreement with the testimony offered by Mr. Embler.

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

Mayor Moore asked if there were any questions from Council.

Councilman Wood questioned if the parking lot would be paved. Mr. Emblar responded that the applicant would have to meet all the paving requirements of the Unified Development Ordinance. Mr. Emblar clarified that the site plan submitted was a master plan to be completed in three phases.

Councilman Scott questioned if the existing building would be demolished in phase one of the project or if it would be reconstructed. Mr. Emblar responded that the existing building has been condemned. The site plan shows demolition of the existing building and construction of a new building.

Councilman Harris questioned if the site plan incorporates additional phases with additional parking. Mr. Emblar explained that the applicant will not be able to use any parking spaces unless they are in compliance with the UDO. During phase one, the parking will accommodate employee parking, customer parking and six additional spaces.

Councilman Harris questioned why there would be no egress or ingress from Wal-Pat road. Mr. Emblar explained that NCDOT most likely dictated that there could be no entrances or exits.

Due to some confusion on the site plan that was submitted, Engineer Brian Leonard explained that the site plan submitted was a master plan to be completed in three phases. The objective was to have to Council approve the conditional use permit with the submitted site plan to avoid the need to reappear before the Planning Board and Town Council for an additional approval. Mr. Leonard assured the Council that any parking spaces would comply with the UDO.

Mr. Emblar explained that the purpose of master planning is to totally plan the site. If the applicant changes anything with the submitted plan, she must come back to the Town Council for approval.

Mayor Pro-Tem Ashley 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 Scott, to vote in the affirmative to all of the below Finding of Facts. Unanimously approved.

- **Finding One of Four: Approved**

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 site layout and building plans shall be designed and subsequently approved by all applicable agencies, including the Town of Smithfield. Therefore, all applicable engineering guidelines and principles will be followed for designing and constructing a safe, functioning facility. The use itself will benefit the general welfare by providing a viable need to the public for automobile repair.

- **Finding Two of Four: Approved**

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.

As described above, the site layout and building plans will be designed and approved by all applicable agencies. The applicant intends to obtain all approvals and/or permits as required, beginning with this Conditional Use Permit request. The approval/permitting process with various agencies/departments includes, but is not limited to, NCDOT Driveway approval; site plan approval and zoning permit by Planning Department; utility approval/inspections of water/sewer services by Public Works; Building Permit by Inspection Dept; NC Erosion Control approval (if required); and any other approvals/permits as required. The use itself will be operated by the owner in accordance with all local or state regulations as required..

- **Finding Three of Four: Approved**

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 site layout and subsequent construction will physically take place within the overall property boundary of the site and along the property frontage. As mentioned in the applicant's statement above, the proposed use is actually "allowed" in the current zoning district, however, the associated use of "tire sales" requires a conditional use permit. The applicant intends to comply with any special conditions or requirements that are typically imposed for tire sales/storage at other similar uses, for the purpose of minimizing any impact to adjacent properties.

- **Finding Four of Four: Approved**

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 adjacent properties to this site are like-zoned and this auto repair use would be consistent with other allowed uses in this zoning district. In fact, another auto repair shop is located directly adjacent to the site. As stated previously, the proposed use is allowed in this zoning district, making it compatible with the surrounding area; however, its association with tire sales is the sole reason for this conditional use permit request. Therefore, as the applicant demonstrates compliance with the Town's requirements for tire sales, then this use would be in harmony with the surrounding area, and in compliance with all other zoning requirements.

Record of Decision: Approval of Conditional Use Permit Application # CUP-16-10

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, move to recommend approval of Conditional Use Permit Application # CUP-16-12 as proposed in the site plan submitted to the Council. Unanimously approved.

CITIZENS' COMMENTS:

- Rick Childrey, President of the Greater Smithfield Selma Chamber of Commerce, spoke on behalf of the Board of Directions, stating its opposition for the selected site for the County law enforcement center. He read the below statement from the Chamber.



Smithfield-Selma Chamber "position" on potential sites for the proposed new Johnston County: Law Enforcement Center.

The Smithfield-Selma Chamber of Commerce does not support the selection of the Buffalo Road site for a future Law Enforcement Center. The Chamber recognizes the need for an updated and expanded law enforcement center and appreciates the efforts to maximize efficiency; however, as a business membership organization, the Smithfield-Selma Chamber of Commerce is focused on positive economic growth and job creation in the greater Smithfield-Selma area. The proposed location of the Law Enforcement Center does not promote economic growth or job creation. The close proximity to three schools, recreational facilities, shopping, and the new \$1.8 billion Novo Nordisk expansion makes the Buffalo Road site highly suitable site for upscale residential and/or retail use and highly unsuitable for use as a Law Enforcement Center. The Chamber encourages county and town leaders to review other sites, particularly those the county already owns more suitable for a Law Enforcement Center.

Mayor Pro-Tem Ashley questioned if the Chamber had presented its statement to the County Commissioners. Mr. Childrey responded that the statement had been disseminated to the Chamber members. Mayor Pro-Tem Ashley also questioned if the County Commissioners consulted the Chamber on the proposed location. Mr. Childrey responded that they were not consulted and only met with the Commissioners after it was requested by the Chamber.

Councilman Harris questioned which property already owned by the County should be used for the law enforcement center. Mr. Childrey stated that the County owns land near the landfill. Mr. Childrey also suggested that other sites could be reviewed for potential relocation. Mr. Childrey further stated that Smithfield was eight miles from the Novo Nordisk expansion site and due to the enormity of that project; it would have a ripple effect on surrounding areas.

Councilman Scott expressed his appreciation to Mr. Childrey for his service to the Chamber. He encouraged teamwork among the Chamber, the Town and the County. Mr. Childrey responded that there is definitely a need for the jail facility and he was certain that by working together, they could find a good location where it would be beneficial to Smithfield and the County.

Councilman Harris explained that months ago, there were conversations about the proposed location of the jail facility. In September, a few members of the Council along with members of the Chamber met with members of the County Commissioners whereby 8- 10 potential sites in the area were presented to the County Commissioners for consideration. The Sheriff wants to keep the jail facility as close to the courthouse as possible.

- Jacob Whittington, a freshman at Smithfield Selma High School (SSS), expressed his opposition to the proposed jail location. He explained that SSS already has a negative reputation in the county and the proposed jail would only add more negativity.
- Antonio McDaniel, a senior at Smithfield Selma High School, expressed his opposition to the proposed jail location. He asked who would want to go to a school near the jail. He stated that the homes that could be built near the school would bring more money back into the community and the school. He further stated that if he was a parent, he would not allow his children to attend a school that was in close proximity to the county jail.
- Susan Augustyn of 36 Brookwood Drive expressed her opposition to the proposed jail location. She explained that she received no notification from the County that there was an offer on the proposed property. Ms. Augustine expressed her concerns about the potential economic impact the jail would have on the Town of Smithfield. If the County moves forward

with this location, the Town would not receive any tax revenue. She further stated that the Town Council has the duty not to rezone the land for the jail site.

- Deanna Augustyn explained that she was a parent of three children in Wilson's Mills Elementary where she volunteers every day. She expressed her opposition to the propose jail location. She explained that when she and her husband were in the market to buy a home, they initially did not want to reside in Smithfield because of the reputation of Smithfield Selma High School (SSS). She explained that one day her children along with 505 children currently enrolled in Wilson's Mills Elementary School will be SSS students and she wants them to be better than the school's reputation. She explained that we are not bettering ourselves or our reputation by allowing a jail to be built so close to the schools.
 - Mayor Moore stated that Ms. Augustine was a perfect example of people moving to the community and getting involved. He explained that we need more people to get involved in the community.
- Jana Faulkner expressed her opposition to the proposed jail location. She explained that she is a teacher and an advocate for the young people. She explained that the County has made a decision about the jail location and the Smithfield Selma community was never considered. She asked the Town Council to support the area schools and not the proposed jail location.
- Jeff Navaro of 502 West Wellons Street expressed his opposition to the proposed jail location. Mr. Navaro explained that he currently serves as the chairman of the Chamber's Economic Development Committee. He further explained that there was a need for a new jail facility, but the proposed site was not conducive for the proposed use. He explained that when the Mountain to Sea Trail is completed, the trail will be constructed directly through this property. Those frequenting the trail will be faced with the outdoor recreational area of the jail and the inmates that will be utilizing it.
- Nichole Booker of 309 North Second Street explained that she is a local attorney with children that attend the Neuse Charter School. She expressed her opposition to the proposed jail location and offered any assistance to the Council. She implored the Council not to allow the fear of what the County Commissioners could do to force them into a decision that was not in the best interest of Smithfield.
- Ida Morton Director of CopTube located at 333 East Market Street, explained that the program was designed as a bridge between law enforcement and the community in an effort to deter crime. She suggested that all involved parties discuss this issue together.
- Rick High a native of Raleigh and gang educator stated that locating a jail near all the schools does not make any sense.
- Steve Hart of 1374 Buffalo Road expressed his opposition to the proposed jail location stating that the children on their way to and from school should not have to see the comings and goings of inmates.
- Ken Langston of 2255 Buffalo Road explained that he had the good fortune of building shopping centers and never did he go into a community and ask where the county jail was so he could build a shopping center next to it. He stated that it was irresponsible for both boards to approve this site because of the potential for tax revenue for the County and Smithfield. He suggested that the County consider a courthouse development in the Downtown area therefore there would be no need to bus inmates from the jail to the courthouse. Mr. Langston further explained that he resides on Buffalo road and does not want inmates as his neighbors.
- Omar McKnight a Smithfield Selma High School graduate and current resident of Winston Salem asked if the County was trading education for incarceration. He explained that the youth of the area need positive influences and more programs should be made available to them. He suggested that the proposed funding for new police vehicles be used for youth programs.

- David Stevens of 709 South Crescent Drive expressed his opposition to the proposed jail site. He asked those in audience to raise their hands if they were in agreement with the proposed jail location. No one raised their hands.
- William Ragsdale stated that he has been a resident for seventy years and he has watched this Town change and grow. He explained that the citizens do not need any more land in Smithfield to go tax free. Currently, the NCDOT will be constructed a road that will tie into Ava Gardner Boulevard and a million dollars' worth of property will be taken off the tax records for this road. He challenged the Town Council to make the right decision for the citizens of Smithfield because this may be the most important decision they ever make. Mr. Ragsdale stated that it's the desire of the County to keep the jail close to the courthouse, but the school board chose to bus our children 5 miles outside of Town to attend school on Galilee Road. If it's good enough for our children then it should be good enough for a prisoner.

Mayor Pro-Tem Ashley recognized Smithfield Selma High School Principal Stephen Baker. Mayor Moore thanked County Commissioners Ted Godwin and Keith Branch for being in attendance.

CONSENT AGENDA:

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

1. Approved the following Minutes:
 - November 1, 2016 – Regular Meeting
 - November 1, 2016 – Closed Session
2. Approved Resolution # 594 (21-2016) Designation of Applicant's Agent – FEMA

A fully executed copy of Resolution 594 (21-2016) is on file in the Office of the Town Clerk.
3. Bid Award to Deacon Jones in the amount of \$ 23,800 for three patrol vehicles in the Police Department. Bids are as follows:
 - Ilderton Dodge \$23,950 (1) vehicle (State Contract Dealership)
 - Deacon Jones Dodge \$23,800 (1) vehicle
4. Accepted the transfer of 1,429.74 accumulated sick leave from Johnston Community College earned by the Division Chief Fire Training Officer and a placed a moratorium period of 2 years before the employee can access those hours.
5. Approved Ordinance # 488 Amending the Town of Smithfield Code of Ordinances CHAPTER 18, Utilities, ARTICLE V Water Shortage and Conservation, Section 18-157, Enforcement

**Town of Smithfield
North Carolina
ORDINANCE # 488**

**An ORDINANCE TO AMEND THE TOWN OF SMITHFIELD CODE OF ORDINANCES,
CHAPTER 18, UTILITIES,
ARTICLE V. - WATER SHORTAGE AND CONSERVATION,
Sec. 18-157. - Enforcement**

WHEREAS, Section 18-157 (1) of the Town of Smithfield's Code of Ordinances outlines the penalties for violating the direct or indirect use of water from the town distribution system; and

WHEREAS, The Public Utilities Department wishes to remove these penalties from the Code of Ordinances and have them placed in the Fee Schedule that is adopted yearly.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Smithfield that Chapter 18, Utilities, Article V. – Water Shortage and Conservation, Sec. 18-157. – Enforcement is rewritten as follows and the penalties for any violations will be outlined in the Fee Schedule adopted yearly:

Size Service Connection	Penalty
¾ inch	\$30.00
1 inch	40.00
1½ inch	50.00
2 inch	60.00

Sec. 18-157. - Enforcement.

- (1) The direct or indirect use of water from the town distribution system in violation of these rules and regulations is prohibited. Any water customer of the town distribution system that violates or permits the violation of these rules and regulations shall be subject to the ~~following penalties:~~ **penalties outlined in the Town of Smithfield Fee Schedule.**
- (2) Each violation shall be added to the customer's water bill and paid in the same manner as current payments to the town.
- (3) Each day a violation occurs shall be considered a separate violation.
- (4) The director of public utilities shall be responsible for enforcing any restrictions imposed from these rules and regulations. If a violation is known to have occurred pursuant to this article, a written violation shall be affixed to the property where the violation occurred and mailed to the customer of record and any other person known to the town who is responsible for the violation and its correction. The written notice shall describe the violation and order that it be corrected immediately or within such specified time as the town determines is reasonable under the circumstances.
- (5) If a violation notice is not complied with, or violation fees for previous violations are not paid, the town may restrict or terminate, water service subject to the following procedures:
 - a. The town shall give the customer notice by mail or messenger that, due to reoccurring violations or failure to pay for previous violations, water services will be restricted or terminated within a specific time. The customer will [will] have the opportunity to appeal restriction or termination by requesting a hearing scheduled before an official designated as a hearing officer by the city manager. The request for such hearing should be made before the cut-off date. A prompt conference with a hearing officer will be held.
 - b. If such a hearing is requested by the customer charged with the violation, he or she shall be given full opportunity to be heard before restriction or termination.
 - c. The hearing officer shall order whether service should be restricted or continue. The customer may appeal to the city manager for a prompt

hearing. The city manager shall make findings of facts and order whether service should continue or be terminated.

d. Any customer charged with the violation of this ordinance may appeal the findings of the hearing officer or city manager to the Smithfield Town Council.

(6) A fee of fifty dollars (\$50.00) shall be paid for the reconnection of any water service restricted or terminated pursuant to subsection (5). In the event of multiple violations, the reconnection fee shall be one hundred dollars (\$100.00) for the second violation and one hundred fifty dollars (\$150.00) for each additional violation.

This ordinance shall be effective upon adoption

6. Approved Resolution # 595 (22-2016) Accepting the Amendment to the Records Retention and Disposition Schedule

**TOWN OF SMITHFIELD
RESOLUTION NO. 595 (22-2016)
ACCEPTING THE AMENDMENTS TO THE
MUNICIPAL RECORDS RETENTION AND DISPOSITION SCHEDULE
AMENDED OCTOBER 1, 2016**

WHEREAS, The Municipal Records Retention and Disposition Schedule is endorsed by the Division of Archives and History and the Department of Cultural Resources; and

WHEREAS, The Town of Smithfield currently uses this system for record retention and disposal; and

WHEREAS, The Municipal Records Retention and Disposition Schedule was published on September 10, 2012; and

WHEREAS, the Town of Smithfield adopted the Municipal Records Retention and Disposition Schedule on January 3, 2013; and

WHEREAS, The Town of Smithfield recognizes the amendments to the Municipal Records Retention and Disposition Schedule dated October 1, 2016.

NOW, THEREFORE, BE IT RESOLVED THAT THE SMITHFIELD TOWN COUNCIL accepts the Municipal Records Retention and Disposition Schedule Amendment issued by the North Carolina Department of Cultural Resources, Division of Archives and History, Archives and Records Section, Records Services Branch, dated October 1, 2016. The Amendments are as follows:

STANDARD 4. BUDGET, FISCAL AND PAYROLL RECORDS

- Amending item 32 Escheat and Unclaimed Property File as shown on substitute page 29.

STANDARD 6. EMERGENCY SERVICES AND FIRE DEPARTMENT RECORDS

- Amending Item 3, 911 Recordings as shown on substitute page 41 and Item 18 Emergency Notifications as shown on substitute page 43.

STANDARD 12. PERSONNEL RECORDS

- Adding item 1-A Accreditation Records as shown on substitute page 101.
- Amending items 36 Family Medical Leave Act (FMLA) Records, 42 Leave File, and 43 Leave Without Pay File as shown on substitute pages 110-111.

7. New Hire Report

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Electric Line Technician	PU - Electric	31-7230-0200	\$16.35/hr (\$34,008.00/yr)
WP Operator/Trainee	PU – Water Plant	30-7200-0200	\$13.50/hr (\$28,080.00/yr)
PT P&R Staff	P&R – Recreation	10-6200-0210	\$9.00/hr
PT P&R Staff	P&R – Recreation	10-6200-0210	\$9.00/hr

Unanimously approved.

BUSINESS ITEMS:

1. Accepted a Duke Energy Electric Vehicle Grant in the amount of \$25,000 for the construction of 5 electric vehicle charging stations

Public Utilities Director Ted Credle addressed the Council on acceptance of a grant for five electric vehicle charging stations. He explained that as part of a settlement between Duke Energy and the EPA, Duke Energy launched a program to fund Electric Vehicle (EV) charging stations in many of the states they serve, including North Carolina. These funds were made available to cities and towns that were considered “underserved” by electric vehicle charging infrastructure. Duke Energy will pay for 100%, up to \$5,000 per charge port, for each station installed. There is no local match required. The Town of Smithfield applied to receive this funding to pay for ten (10) stations, totaling \$50,000. On November 8, 2016, the Town received notification that we had been selected to receive funding for five (5) of the station, in the amount of \$25,000. The Town will pay for the initial installation and Duke Energy will reimburse the Town up to \$5,000 per port. The Town is proposing to install “metered” stations, to allow EV users to re-charge the vehicle at minimum cost. The proposed locations were chosen on the basis that visitors would park long enough for the charging to be effective. Those locations approved were: 509 North Brightleaf Boulevard, 245 College Road, 350 East Market Street, 207 East Johnston Street, 901 South Brightleaf Boulevard, and 600 Booker Dairy Road. As part of this process, Duke Energy will send documentation to execute the agreement, so the Town can receive the funds. The due date for returning the executed paperwork is December 31, 2016. If the Town fails to execute the paperwork, the funds will be given to another community. Due to the lack of time involved, the Council is asked to authorize the Town Manager to execute the required funding agreement to accept the \$25,000 funds from Duke Energy. The stipulation concerning this paperwork is that the Town Manager, The Town Attorney and the Mayor all review and approve the paperwork, as to form.

Councilman Scott questioned who would pay for the electricity being used. Mr. Credle explained that each port would be metered similar to a gas pump and the person using the port would pay for the electricity.

Councilman Harris questioned if there would be an annual maintenance cost. Mr. Credle explained that he thought it would be minimal, but he would research what other communities were doing. Councilman Harris further questioned if the Town would be responsible for any damages. Town Manager Michael Scott explained that the Town would have insurance to cover any vandalism and if anyone utilizing the charging port damaged it then their insurance should pay for the damages.

Councilman Scott made a motion, seconded by Councilman Dunn, to approve the request to accept the grant funding and authorize the Town Manager to execute the necessary grant agreement. Unanimously approved.

2. Adopted a Career Ladder Program for the Water Plant

The Public Utilities Director Ted Credle addressed the Council with a request to adopt a career ladder program for the Water Plant Employees. He explained that the Public Utilities Department had a long-standing career advancement path for the personnel at the Water Treatment Plant; but, staff can find no adopted record for such. Staff has prepared the attached documentation to explain what has been previously accepted and what is proposed to be formalized, going forward. Public Utilities encourage the personnel at the Water Plant to advance their training, knowledge and experience by offering this

career ladder. Town Council has approved similar career paths for the Electric Division and the Water & Sewer Division in the past two years.

Councilman Harris inquired if the Council would be informed of any career ladder advancements. Town Manager Michael Scott stated that all career ladders would be approved by the Council.

Mayor Moore questioned if the certifications from the state simply made them eligible not entitled to the career ladder increase. Mr. Credle responded that it makes them eligible only. Mayor Moore asked Council and staff to consider adopting a policy similar to the tuition assistance program whereby any employee receiving paid certification training be required to work a certain amount of time with the Town or be forced to pay back the cost of the classes needed for certification.

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Harris, to approve the request for a career ladder plan for the water treatment plant. Unanimously approved.

WATER TREATMENT PLANT CAREER LADDER

TITLE	PAY GRADE	EXPERIENCE/QUALIFICATION
Water Plant Trainee	Pay Grade 11	Beginner
Water Plant Operator I	Pay Grade 12	“C” Certification & 6 months
Water Plant Operator II	Pay Grade 13	“B” Certification & 18 months
Water Plant Operator III	Pay Grade 14	“A” Certification & 30 months
Water Plant Mechanic/Operator	Pay Grade 13	(As Vacancies arise)
Chief Water Plant Operator	Pay Grade 20	(As Vacancies arise)
Water Plant Chemist	Pay Grade 20	(As Vacancies arise)
Water Plant Supervisor	Pay Grade 22	(As Vacancies arise)

EXPLANATION OF ELIGIBILITY FOR CAREER LADDER POSITIONS:

Water Plant Trainee: is the title given to a worker who is coming on board with little, or no, experience. This is granted to someone looking to begin their career in the Water Plant Division. This individual will have no certification and 0-12 months experience. This title has been given the pay grade of 11.

Water Plant Operator I: is the title given to a worker who has obtained the first level of certification, the completion of “Operator C” licensure. This certification will only be granted by the State of North Carolina after the candidate has a minimum of 6 months of work experience, has attended the appropriate training class, and has successfully passed the required, written exam. This title has been given the pay grade of 12.

Water Plant Operator II: is the title given to a worker who has obtained the second level of certification, the completion of “Operator B” licensure. This certification will only be granted by the State of North Carolina after the candidate has obtained the “Operator C” licensure, has a minimum of 18 months of work experience, has attended the appropriate training class, and has successfully passed the written exam. This title has been given the pay grade of 13.

Water Plant Operator III: is the title given to a worker who has obtained the third level of certification, the completion of “Operator A” licensure. This certification will only be granted by the State of North Carolina after the candidate has obtained the “Operator B” licensure, has a minimum of 30 months of work experience, has attended the appropriate training class, and has successfully passed the written exam. This title has been given the pay grade of 14.

EXPLANATION OF ELIGIBILITY FOR NON-CAREER LADDER POSITIONS:

Water Plant Mechanic/Operator is the title given to a worker who has obtained the first level of certification, the completion of “Operator C” licensure. This certification will only be granted

by the State of North Carolina after the candidate has 6 months of work experience, has attended the appropriate training class, and has successfully passed the written exam. This employee must also perform routine maintenance tasks and be familiar with plant machinery such as pumps & motors, plumbing, and simple electrical controls. This title has been given the pay grade of 13.

Chief Water Plant Operator is the title given to a worker who has obtained the third level of certification, the completion of "Operator A" licensure. This employee will have extensive knowledge of the systems and workings of the Water Plant. This employee will have a mastery of the required reporting documentation to the State to maintain lawful operation of the Water Plant. This employee will also be designated as the ORC (Operator of Responsible Charge) for the Water Plant. This title has been given the pay grade of 20.

Water Plant Chemist is the title given to the employee who will be responsible for taking the required samples, running the required tests, and submitting the required reports concerning the quality of the produced water, in accordance with North Carolina law. This employee should have obtained the first level of certification, the completion of "Operator C" licensure. This certification will only be granted by the State of North Carolina after the candidate has obtained the "Operator C" licensure, has 6 months of work experience, has attended the appropriate training class, and has successfully passed the written exam. This employee will also have extensive knowledge of the systems and workings of the Water Plant. This title has been given the pay grade of 20.

Water Plant Supervisor is the title given to the employee that has managerial responsibility over the Water Plant. This employee must have a wealth of knowledge in the water production field, a mastery of the workings at the Water Plant and at least 10 years of experience working at a water production facility. This title has been given the pay grade of 22.

3. Approved to back-fill the Sanitation Equipment Operator Position in the Public Works Department due to the movement of the animal control function to the Police Department

Town Manager Michael Scott addressed the Council on a request for personnel changes. He explained that the current animal control employee was scheduled to retire effective on or about January 1, 2017. In 2010, the Animal Control position was moved from the police department to the Public Works Department in an effort, in part, to maximize Human Resources. The Animal Control Officer was expected to fulfill the duties and responsibilities of Animal Control and Public Works employee, simultaneously. This arrangement did not function as anticipated, as the animal control function required a full time position. This left the Public Works Department short manpower to complete the tasks required of a Public Works employee. By moving the animal control function back to the Police Department, the new animal control officer will be in a better position to succeed, as he or she can seek guidance continually throughout the day from supervisors within the police department that have a thorough understanding of the law and legal processes that are required for an animal control officer to take actions against violators of Town Ordinances. Because of vacancies that have existed within the Police Department during the first five months of the fiscal year, the Police Department can easily absorb the financial responsibilities of employing a new animal control officer. The Town Manager has the authority to move the animal control officer under Town of Smithfield, Code of Ordinances, Chapter 4, Article II, and Sections 25 – 27. By hiring a new equipment operator within Public Works, the department can better reach its goals and better fine tune its management requirements to areas within Public Works and Sanitation. Budget amendments will not be needed in Public Works due to the salary of the current Animal Control Officer's salary being higher than an entry level equipment operator. Budget amendments are not required to the Police Department's FY 2016-17 budget, due to previous and existing vacancies. The Police Department will be adding the additional staff and operational fees for the animal control officer during the FY 2017-18 budget process for future years.

Councilman Wood made a motion, seconded by Councilman Scott, to approve the request as submitted. Unanimously approved.

4. Approval of Economic Development Expenditure

Economic Development Liaison Tim Kerigan addressed the Council on consideration to approve various economic development expenditures. Mr. Kerigan explained that the Town continues to build on recruiting, retention, expansion and appreciation efforts for all economic development possibilities. These efforts include trade shows, seminars, local business visits, partnering with the JCVB, DSDC, Smithfield-Selma Chamber, the Johnston County Economic Development Office and ElectriCities. In order to present an initial positive first impression, as well as a memorable encounter, staff would like to be empowered with a few items that may both open the door to our clientele as well as leave them with something to hold that reminds them of Smithfield. The following items will help us express our message:

- Trade Show Table Cloth with Logo
- “In Touch” magnets promoting social media, PEG Channel, website, etc.
- “Value Cards” game promoting positive Smithfield values
- “River Rock” squeezable stress reliever – promoting ease of “doing business” in Smithfield and within the Planning Department and ED efforts
- Engraved “Worry-free Stone” – pocket-sized
Mini Breath Spray with Logo and “Fresh Perspective”

Councilman Wood made a motion, seconded by Councilman Harris, to approve the economic development expenditure as presented by Mr. Kerigan. Unanimously approved.

5. Bid awards for the repairs of Vermont Street and Laurel Drive due to damage sustained during Hurricane Matthew.

Town Manager Michael Scott informed the Council that staff received the last quote for the repairs today. He explained that with the damage sustained to Vermont Street and Laurel Drive, staff would like to move forward with getting those streets repaired as quickly as possible. Since these repairs were both unbudgeted, the Town Manager proposed using Powell Bill funds to fix the streets. Once the Town receives FEMA reimbursement for the damages, staff will replenish the Powell Bill fund.

Mayor Pro-Tem Ashley made a motion seconded by Councilman Wood to approve the low quote from J. P. Edwards in the amount of \$34,604 for the repair of Vermont Street and to approve the low quote from Narron Contracting, Inc. in the amount of \$9,828 for the repair of Laurel Drive. Unanimously approved

Councilmembers Comments:

- Mayor Pro-Tem Ashley questioned if there was anything that the Council needs to do assist the County on the jail location. Councilman Harris suggested that the Council consider adopting a resolution revisiting the location. Mr. Harris further stated that he recently spoke with a County Commissioner and it was indicated that this issue is not over.
- Councilman Scott expressed his appreciation to the Downtown Smithfield Development Corporation for the Touch a Truck Event and for the Tree Lighting event. He also thanked the local churches for providing meals to those in need over the Thanksgiving holiday.

Town Manager’s Report:

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

- Venture Drive: The evaluation of the drainage pipe system has been completed. Since the review revealed no damages, Public Works will be securing bids for the reconstruction of Venture Drive immediately.
- Christmas Parade: The annual Christmas Parade will take place on Thursday, December 8th, beginning at 7:00. Town Hall will be open during the parade and

volunteers will be providing free coffee and hot chocolate to the public. Artwork from Smithfield Middle School will be displayed on the walls.

- For the benefit of the media: None of the meetings concerning the potential jail location took place outside of open meetings laws because no quorums were present.

- **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)

Emery made a motion, seconded by Councilman Dunn, to go into closed session pursuant to NCGS 143-318.11 (a) (6) to discuss a personnel matter. Unanimously approved at 9:22.

Reconvene in Open Session:

Councilman Dunn made a motion, seconded by Councilman Harris, to reconvene in open session. Unanimously approved at 10:37.

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Dunn, to approve a 10% increase to the Town Manager's annual salary effective January 1, 2017 due to the successful completion of the Manager's six month probationary period. Unanimously approved.

Adjourn

There being no further business, Mayor Pro-Tem Ashley made a motion, seconded by Councilman Dunn, to adjourn the meeting. Unanimously approved.

The meeting adjourned at 10:40 pm.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Williams, Town Clerk



Request for City Council Action

**Consent
Agenda
Item**
Date:

**2017
Holiday
Schedule**
01/03/2017

Subject: 2017 Holiday Schedule
Department: All
Presented by: Town Manager Mike Scott
Presentation: Consent

Issue Statement:

The Town Manager is asking to change the employee Holiday schedule for Calendar Year 2017.

Financial Impact:

No budget amendments needed.

Action Needed:

Approve Holiday Schedule Change.

Recommendation:

Approve Holiday Schedule Change

Approved: City Manager City Attorney

Attachments:

Staff Report.



Staff Report

Consent Agenda Item	2017 Holiday Schedule
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The Employee Handbook previously approved by the Town Council states under Article VII, Section 66:

"The Town shall observe the following holidays and others as observed by the State of North Carolina, and as may be amended by the State and approved by the Town. Town staff will be notified of the holiday schedule at the beginning of each calendar year."

In 2017, the Town has a conflict with the State approved, recognized time off for the Christmas Holiday. Because Christmas Eve and Christmas Day fall on Sunday and Monday respectfully, the State is scheduling State employees to be off Monday, Tuesday and Wednesday of Christmas week (25th, 26th, & 27th). Because this is a payroll week for the Town of Smithfield, payroll must be submitted by the morning of the 27th (Wednesday) for employees to receive their pay checks on the following Friday, the 29th. Because some departments in Smithfield operate during the weekends, this schedule will force these departments to have their administrative staff work on their scheduled holiday off (Wednesday), as well as have payroll/finance employees work on **the Wednesday to complete the Payroll and submit to the bank for Friday's payments.**

The Town Manager is recommending the Town be closed on Friday, the 22nd, Monday, the 25th and Tuesday the 26th, to recognize Christmas in 2017. (Replacing Wednesday the 27th with Friday the 22nd) This would mirror the Christmas Holiday schedule followed in calendar year 2016.

The remainder of the 2017 Holiday Schedule will follow the State of North Carolina recommendations, as included with this request.



STATE OF NORTH CAROLINA
OFFICE OF STATE PERSONNEL
1331 MAIL SERVICE CENTER • RALEIGH, NC 27699-1331

PAT MCCRORY
GOVERNOR

C. NEAL ALEXANDER, JR.
STATE PERSONNEL DIRECTOR

TO: Agency Heads and Chancellors
FROM: Neal Alexander Jr.

DATE: January 24, 2013
SUBJECT: 2017 Holiday Schedule

Listed below are the holidays that will be observed by State employees during 2017.

New Year's Day	January 2, 2017	Monday
Martin Luther King, Jr. Birthday	January 16, 2017	Monday
Good Friday	April 14, 2017	Friday
Memorial Day	May 29, 2017	Monday
Independence Day	July 4, 2017	Tuesday
Labor Day	September 4, 2017	Monday
Veteran's Day	November 10, 2017	Friday
Thanksgiving	November 23 & 24, 2017	Thursday and Friday
Christmas	December 25, 26 & 27 2017	Monday, Tuesday & Wednesday

NOTE: The schedule shall be used by all State agencies operating under the policies, rules and regulations of the Office of State Personnel. Institutions of higher education and agencies requiring a twenty-four hour operation may adopt varying holiday schedules in keeping with operational needs, provided the employees are given the same number of holidays as approved by the State Personnel Commission. Such special holiday schedules must be filed with the Office of State Personnel.

It is recognized that some agencies may need to adopt an additional holiday schedule applicable to employees working in twenty-four hour operation; this schedule would designate as holidays the specific dates of the legal observances rather than the substitute weekdays when the observance occurs on Saturday or Sunday. This would be in keeping with the purpose of the holiday premium pay policy.

AN EQUAL OPPORTUNITY EMPLOYER
LOCATION: 116 WEST JONES STREET • RALEIGH, NC • TELEPHONE: (919) 807-4800
WWW.OSP.STATE.NC.US



Request for City Council Action

**Consent
Agenda
Item
Date:**

**Legal
Services
Contract
01/03/2017**

Subject: Annual Contract for Legal Services
Department: Non-Government
Presented by: Town Manager Mike Scott
Presentation: Consent

Issue Statement:

The Town Manager is asking the Town Council to approve the attached contract with Robert Spence Jr., Spence and Spence, P.A. to serve as the Town's Attorney.

Financial Impact:

No budget amendments needed. Annual budget for these services is \$60,000 annually.

Action Needed:

Approve contract with Robert Spence Jr., Spence and Spence, P.A.

Recommendation:

Approve attached contract with Robert Spence Jr., Spence and Spence, P.A.

Approved: City Manager City Attorney

Attachments:

Staff Report.
Legal Services Contract



Staff Report

Consent Agenda Item	Legal Services Contract
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The Town Manager is seeking approval of the attached contract with Robert Spence Jr., Spence and Spence, P.A. **to act as the Town's Attorney and** provide the necessary legal services necessary of a Town Attorney and deemed appropriate by the Mayor, Town Council and Town Manager.

The compensation amounts included in the contract are status quo amounts as to what has been charged in the recent past. All expenditures for these services have been appropriately budgeted in the current fiscal year and will not require budget amendments to approve this contract. The contract formalizes services that have been provided historically by Robert Spence Jr., Spence and Spence, P.A.

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Legal Services Agreement

This Legal Services Agreement is entered into by and between the Town of Smithfield (hereinafter the “Town”) and Robert A. Spence, Jr. Spence and Spence, P.A. (hereinafter the “Law Firm”) and is effective commencing January 03, 2017.

WITNESSETH:

WHEREAS, the Town, by and through the Town Council, accepted a proposal from the Law Firm to provide legal services as the Town Attorney; and

WHEREAS, the Town and the Law Firm desire to set forth the terms of their agreement herein.

NOW, THEREFORE, in consideration of these premises, and other good and valuable consideration, the adequacy of which is hereby acknowledged, the parties agree as follows:

1. Appointment of Law Firm. The Law Firm is hereby appointed by the Town, by and through Town Council (the “Board”) to serve at the pleasure of the Town as determined by Council.

2. Duties. The Law Firm shall discharge those duties set out in the Town of Smithfield’s Charter and Code of Ordinances and such other duties as directed from time to time by the Town Manager and Town Board. The Law Firm’s Attorney of Robert A. Spence, Jr. shall serve as the primary attorney for the Board, Town Manager, Town Clerk, Town Department Heads, Planning Board and the Board of Adjustment.

3. Extent of Services. The Town Attorney shall coordinate the provisions of legal services to the Town as follows:

- a. The Attorney shall attend all regularly scheduled meeting of the Town Council.
- b. The Attorney shall attend additional Planning Board and Board of Adjustment meetings requested by the Town Manager or the Mayor.
- c. Upon request by the Town, the Law Firm shall provide its estimate of the cost of legal services for any potential legal case or legal review transaction submitted to the Law Firm by the Town.
- d. The Law Firm shall submit to the Town Clerk a monthly invoice for the services provided in the previous month to the Town which shall itemize the charges for legal services and expenses incurred by the Law Firm.

DRAFT

- e. The Law Firm will not initiate charges to the Town for services initiated by persons not employed by the Town. Any services or work completed in this regard, without previous approval of the Town Manager or Mayor, will be done so at the Law Firm's expense.

4. Conflicts of Interest. The Law Firm will promptly advise the Town of any potential conflicts of interest that may occur with any potential case that is presented to the Law Firm. The Law Firm also agrees not to represent any client adverse to the Town or its employees, including but not limited to cases concerning personnel/employment, cases stemming from action taken by the Smithfield Police Department or Planning Department. The Law Firm will conduct a conflicts check before spending any billable time on a legal matter for the Town.

5. Compensation. The Law Firm's compensation is as follows: All services, including meetings, rendered are billed at a rate of \$185.00 per hour, broken down into increments of .10/hour.
 - a. Grant and Loan project legal reviews are to be billed in compliance to eligible project costs (i.e. USDA).
 - b. Unless otherwise Town Council approved, all proposed compensation rate schedule changes are to be submitted to the Town Manager by April 01, of each year.

6. No Waiver. No delay or forbearance by the Law Firm in collection of fees and expenses incurred by the Law Firm in its representation of the Town shall be construed as a waiver by the Law Firm of its rights to collect such fees and/or expenses.

7. Review. The Law Firm and the Town agree that periodic reviews can be conducted at the request of either party.

8. Termination. The parties to this agreement have the right to terminate this agreement upon 30 days written notice. The Law Firm will provide reasonable assistance in effecting a transfer of responsibilities to a new firm.

- a. Written notice will be provided to:
 - i. Town of Smithfield
Attention:
Michael Scott, Town Manager
350 East Market Street
PO Box 761
Smithfield, NC 27577
919-934-2116 ext. 1104
Fax 919-989-8937
michael.scott@smithfield-nc.com

DRAFT

- ii. Robert A. Spence, Jr.
Spence and Spence, P.A.
212 South Second Street
P.O. Box 1335
Smithfield NC 27577
919-934-1149
Fax 919-934-3635
spence@sst-law.com

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on this Legal Services Agreement.

TOWN OF SMITHFIELD

Date

M. Andy Moore, Mayor

SEAL

ATTEST

Date

Shannan L. Williams, Town Clerk

Spence and Spence, P.A.

Date

Robert Spence, Jr.

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

Greg Siler, Finance Director



Request for City Council Action

Consent **Public**
Agenda **Works**
Item: **Promotion**
Date: **01/03/2017**

Subject: Promotion
Department: Public Works
Presented by: Lenny Branch, Public Works Director
Presentation: Consent

Issue Statement

Staff is proposing the promotion of an internal candidate from the position of Sanitation Equipment Operator to Sanitation Crew Leader.

Financial Impact

The employee will receive the minimum approved rate of pay (according to the approved Salary Schedule) for the position of Sanitation Crew Leader. The pay increase will be covered by the current budget. Thus, there would be no negative impact to the budget.

Action Needed

Approve promotion – effective 01/09/2017.

Recommendation

Complete the promotional process.

Approved: City Manager City Attorney

Attachments: N/A



Request for City Council Action

Consent Agenda Item **Police Department Promotion**
Date: 01/03/2017

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 II (PO II) to Master Police Officer (MPO), moving from pay grade 17 to pay grade 18. 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 \$898.00 (annually starting next year \$ 1571.00).

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 (also see attached).

Recommendation

It is requested this Officer be allowed this promotion

Approved: City Manager City Attorney

Attachments:

1. Promotion Request & Training Record
2. Smithfield Police Department Personnel Policy Section 504: Promotions & Career Development
3. 2016 Salary Schedule

Smithfield Police Department

Interoffice Memorandum

Date: November 28th, 2016

To: Chief K. Powell

From:

Subject: Advancement to M.P.O. Career Ladder Position.

This memorandum is a formal letter requesting advancement to the level of M.P.O. The following is information required by General Orders to proceed with the consideration for this assignment.

I meet the minimum application requirements in that:

- I have been employed with the Smithfield Police Department since November 8th 2010.
- I have taken the following classes to comply with the Smithfield Police Department's General Orders:
 - 1.) Management/Supervision Training (40 Hours)
 - a. Field Training Officer Course at Wake Tech. Completed on 10/13/2014. (32 Hours)
 - b. First Line Supervision at Wake Tech. Completed on 02/16/2016 (40 hours)
 - 2.) Community Policing Training (80 Hours)
 - a. Spanish Arrest Commands at Wake Tech. Completed on 05/21/2013. (24 hours)
 - b. Crime Prevention in action at Wake Tech. Completed on 11/04/2013. (24 hours)
 - c. Street Officer Basic Spanish at Wake Tech. Completed on 11/15/2013 (32 Hours)
 - d. Crisis Intervention Team Training at JCC. Completed on 02/16/2016 (40 Hours)
 - 3.) Training in any Law Enforcement Subject (160 hours):
 - a. Intoximeter Certification at Selma Police Department. Completed on 04/15/2011 (40 Hours).
 - b. Police Law Institute (PLI) at SR&S in Vance-Granville County. Completed on 10/14/2013 (80 hours).
 - c. Comprehensive Roadside Interdiction at Wake Tech. Completed on 09/09/2014 (42 Hours).
- I have been awarded the Intermediate Law Enforcement Certificate by the North Carolina Criminal Justice Education and Training Standards Commission.
- I have received a rating of "Better than Satisfactory" or higher on the last two annual performance appraisals
- I have not had any disciplinary actions against me in the past 12 months.

Cc. Capt. T. Choe

Cc. Lt. West.

Name:
 Social Security No.:
 Date of Birth:
 Date of Employment: 11/08/2010

SMITHFIELD POLICE DEPARTMENT
 TRAINING RECORD

COURSE TITLE	LOCATION	COURSE LENGTH	DATE COMPLETED
BLET	Wilson CC	654 hours	
Domestic Violence	JCC	7 hours	11/30/2010
Collapsible Baton	In-Service		1/3/2011
Legal Update	JCC	4 hours	1/6/2011
Intro to K-9	JCC	4 hours	1/6/2011
Taser Cert.	JCC	8 hours	2/2/2011
Prisim	JCC	4 hours	2/8/2011
Domestic Violence	JCC	2 hours	3/8/2011
JMST	JCC	2 hours	3/8/2011
NHTSA/DWI Detection & SFST	NHTSA	28 hours	3/21/2011
Intoximeter	NCDHHS	40 hours	4/15/2011
Search & Seizure	JCC	8 hours	7/7/2011
General Inquiries	DCI	11 hours	7/15/2011
Criminal Records Inquiries	DCI	6 hours	7/18/2011
Basic Crime Scene	JCC	8 hours	8/4/2011
Firearms Qualification	JCC	8 hours	10/4/2011
Public Speaking	JCC	16 hours	10/18/2011
Career Survival	JCC	4 hours	11/16/2011
Officer Survival I	Wake Tech	44 hours	12/9/2011
CJ Leads Training	NC Office of the Controller	2.5 hours	1/10/2012
Drug Investigations for Patrol Officers	JCC	24 hours	2/29/2012
Firearms Training (Range/Practical Exercises)	In-Service	5 hours	3/28/2012
Radar Operator Certification	Wake Tech	40 hours	5/25/2012
Speed-Measuring Instrument Operator Certification	NCCJ		8/9/2012
Career Survival	JCC	4 hours	8/7/2012
JMST	JCC	2 hours	8/7/2012
Awareness of Issues Surrounding Returning Military Personnel	JCC	2 hours	8/7/2012
Legal Update	JCC	4 hours	9/4/2012

Taser Re-certification	JCC	4 hours	10/2/2012
Firearms Classroom	JCC	4 hours	10/2/2012
Narcotic Pain Pill Investigations	Wake Tech	8 hours	11/12/2012
SFST Refresher	JCC	6 hours	3/7/2013
Sovereign Citizen	JCC	8 hours	3/26/2013
Intoximeter Re-certification	NCDHHS	8 hours	4/1/2013
2013 Hazardous Materials	JCC	2 credits	4/2/2013
2013 Bloodborne Pathogens	JCC	2 credits	4/2/2013
CPR Renewal	JCC	4 hours	4/2/2013
JMST Don't Press Send	JCC	2 Hours	5/9/2013
Legal Update	JCC	4 hours	5/9/2013
Domestic Violence The Children Are Watching	JCC	2 hours	5/9/2013
Spanish Arrest Commands	Wake Tech	24 hours	5/21/13 - 5/23/13
General Inquiries	DCI	N/A	7/16/2013
Criminal Record Inquiries	DCI	N/A	7/16/2013
Officer Readiness: Below 100 Training	JCC	4 credits	9/3/2013
Law Enforcement Intelligence Update	JCC	4 credits	9/3/2013
Developing and Using Informants	Wake Tech	8 hours	9/16/2013
Incident Response to Terrorist Bombings	JCC/New Mexico Tech	4 hours	10/1/2013
Firearms-Classroom	JCC	4 credits	10/1/2013
Police Law Institute	VGCC	80 hours	10/14/2013
Crime Prevention in Action	Wake Tech	24 hours	11/6/2013
Street Officer Basic Spanish	Wake Tech	32 hours	11/15/2013
JMST: A Juvenile-Now What?	JCC	2 credits	3/18/2014
Law Enforcement Intelligence Update	JCC	2 credits	3/18/2014
Officer Safety: The First Five Minutes	JCC	4 credits	3/18/2014
Search Warrant Writing	JCC	12 hours	3/26/2014
Legal Update	JCC	4 credits	4/1/2014
Officer Safety: Responding to Crimes Off-Duty	JCC	2 credits	4/1/2014
Recognizing the Signs: Pre-Assaultive and Deceptive Behaviors	JCC	4 credits	5/8/2014

Firearms Training and Qualification	JCC	8 credits	6/18/2014
Hotel/Motel Drug Interdiction	Wake Tech	8 hours	6/24/2014
Taser Recertification	JCC	4 hours	8/5/2014
Firearms Training and Qualification	JCC	4 hours	8/5/2014
Oleoresin Capsicum Spray Refresher	In-Service	2 hours	9/2/2014
Comprehensive Roadside Interdiction	Wake Tech	42 hours	9/19/2014
Haz-Mat	JCC	2 hours	10/9/2014
Bloodborne Pathogens	JCC	2 hours	10/9/2014
Field Training Officer	Wake Tech	32 hours	10/13/2014
Firearms: Patrol Rifle	JCC	10 hours	12/4/2014
Legal Update	JCC	4 hours	3/12/2015
JMST: A Juvenile-Now What?	JCC	2 hours	3/12/2015
Law Enforcement Intelligence Update	JCC	2 hours	4/14/2015
Domestic Violence: Teen Dating Violence	JCC	2 hours	4/14/2015
Missing and Abducted Children	JCC	2 hours	4/16/2015
Advanced Drug Diversion: Combating Prescription Drug Diversion	Wake Tech	32 hours	5/1/2015
Gang Encounters	Wake Tech	16 hours	5/8/2015
Officer Safety: Use of Force Overview	JCC	4 hours	5/12/2015
Active Shooter Overview	JCC	2 hours	5/12/2015
Firearms	JCC	8 hours	5/20/2015
Radar Re-Certification	Wake Tech	16 hours	7/9/2015 - 7/10/2015
Taser Re-certification	JCC	4 hours	8/13/2015
Firearms Training	JCC	4 hours	8/13/2015
Bloodborne Pathogens	Online	2 hours	9/3/2015
NHTSA/SFST Refresher	JCC	8 hours	9/15/2015
First Line Supervision	Wake Tech	40 hours	10/23/2015
Crisis Intervention Team	JCC	40 hours	2/16/2016 - 2/19/2016
Human Trafficking Awareness	JCC	2 hours	3/15/2016
Legal Update	JCC	4 hours	3/15/2016

JMST: The Color of Justice	JCC	2 hours	3/15/2016
Firearms Training (Classroom Only)	JCC	4 hours	4/12/2016
Taser Refresher	JCC	2 hours	4/12/2016
NC Firearms Laws: Citizens and Guns	On-Line	2 hours	4/24/2016
Recovery of Mobile Devices and Preservation of Electronic Evidence	On-Line	2 hours	5/4/2016
Leadership: Modeling Appropriate Behavior (Law Enforcement)	On-Line	2 hours	5/4/2016
Law Enforcement Intelligence Update	On-Line	4 hours	8/8/2016

Signature of Training Officer

Date



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.

Town of Smithfield
Salary Schedule
Effective July 1, 2016

Grade	JOB TITLE	F L S A	Pos Code	6/30/16 MIN Hourly Rate	6/30/16 MIN Annual Salary	6/30/16 MAX Annual Salary
6	General Maintenance Worker - Public Works		1003	10.23	21279.65	32557.87
	General Maintenance Worker - Fire		3010			
7	Facility Maintenance Specialist - Parks & Rec		1002	10.75	22361.66	34213.35
	Facility Maintenance Specialist - Public Works		1001			
	Sanitation Worker		1004			
8	Street Maintenance Worker		1005	11.29	23486.11	35933.75
9	Collections Assistant		11	11.86	24674.21	37751.55
	Meter Reader		1081			
	Administrative Secretary/Receptionist - Gen. Govt		20			
	Administrative Secretary/Receptionist -Police		3032			
10	Meter Technician		1060	12.46	25925.95	39666.71
	Street Signs Specialist		1031			
	Utility Line Mechanic		1046			
	Sr. Collections Assistant		13			
11	Sanitation Equipment Operator		1013	13.10	27241.34	41679.26
	Equipment Operator Trainee		1016			
	Water Plant Trainee		1015			
	Advanced Utility Line Mechanic		1045			
12	Administrative Support Specialist - Fire		3019	13.76	28620.38	43789.19
	Administrative Support Specialist - GenGovt		22			
	Administrative Support Specialist -Parks/Rec		2005			
	Administrative Support Specialist - Planning		23			
	Administrative Support Specialist - Police		3045			
	Administrative Support Specialist - CS - PubUtil		1095			
	Administrative Support Specialist - Public Works		1008			
	Animal Control Officer		3021			
	Assistant Aquatics Supervisor		2022			
	Customer Service Representative		1097			
	Equipment Operator		1011			
	Finance Assistant		12			
	PC Specialist	E	1062			
	Patient Accounts Representative - EMS		2099			
	Police Records Clerk		3040			
Pump Station Mechanic		1041				
Water Plant Operator I		1051				
Water Maintenance Technician		1048				
13	Equipment Mechanic		1021	14.45	30063.07	45996.50
	Parks & Grounds Crew Leader		2012			
	Public Works Crew Leader		1012			
	Sr. Customer Service Rep		1096			
	Water Plant Operator II		1052			
14	Facilities/Streets Maintenance Supervisor		2008	15.18	31569.41	48301.20
	Facility Maintenance Supervisor		1010			
	Water Plant Operator III		1053			
	Utility Line Crew Supervisor		1049			
	Wastewater System Technician		1047			
	Water System Technician		1043			

Grade	JOB TITLE	F L S A	Pos Code	6/30/16 MIN Hourly Rate	6/30/16 MIN Annual Salary	6/30/16 MAX Annual Salary
15	Electric Line Technician		1064	15.94	33160.61	50735.74
	Engineering Technician		1070			
	Firefighter I (Day Shift)		3013			
	Firefighter I (ABC Shift - 42/hrs wk)		3012	15.18	33147.88	50716.26
16	Accounts Payable Technician I		31	16.75	34836.67	54366.11
	Advanced Lineman		1065			
	Zoning Enforcement Officer		51			
	Public Works Supervisor	E	1038			
	Firefighter II (Day Shift)		3017			
(2470/yr)	Firefighter II (ABC Shift 42 hr/wk)		3015	15.94	34818.64	53272.52
(2236/yr)	Police Officer I (43 hr wk)		3043	15.58	34826.59	53284.70
17	Athletic Programs Supervisor		2006	17.60	36597.60	55994.33
	Customer Services Supervisor		1098			
	Journeyman Lineman		1067			
	Fire Engineer (Day Shift)		3018			
	Minimum Housing Code Enforcement Officer		62			
	Payroll/Accounting Technician II		14			
	Purchasing Agent		48			
	Recreation Programs Supervisor		2011			
	Fire Engineer (42 hr/wk)		3011	16.75	36578.51	55965.12
	Police Officer II (43 hr wk)		3049	16.36	36582.75	55971.61
18	Aquatics Center Supervisor		2016	18.48	38443.39	58818.39
	Electric Line Crew Leader		1066			
	Fire Inspector I		3008			
	Planner/GIS Technician		60			
	IT Soecialist		34			
	Master Police Officer (43 hr/wk)		3047	17.19	38430.13	58798.10
19	Sr. Planner		61	19.41	40374.05	61772.30
	Police Accreditation Manager		3033			
	Fire Captain (42 hr/wk ABC Shift)		3016	18.49	40387.84	61793.40
	Police Sergeant (43 hr wk)		3044	18.05	40368.74	61764.18
20	Chief Water Plant Operator		1055	20.39	42410.78	66186.27
	IT Analyst/Billing Supervisor	E	35			
	Water Plant Chemist		1057			
21	Recreation Center Supervisor		2013	21.41	44532.38	68134.55
	Police Lieutenant (43 hr wk)		3048	19.91	44519.65	68115.08
22	Fire Marshall		3007	22.48	47695.26	71542.90
	Water Plant Supervisor	E	1059			
	Water/Sewer Superintendant		1050			
	Town Clerk	E	24			
23	Electric Distribution Superintendent	E	1069	23.613	49115.04	75146.01
	Police Captain	E	3057			
	Recreation & Aquatics Center Director	E	2015			
	Sr. Athletics Programs Supervisor & Assistant Parks and Recreation Director	E	2004			
24	Water/Sewer Line Superintendent	E	1050	24.80	51576.10	78911.43

Grade	JOB TITLE	F L S A	Pos Code	6/30/16 MIN Hourly Rate	6/30/16 MIN Annual Salary	6/30/16 MAX Annual Salary
25	Assistant Fire Chief / Deputy Chief Human Resources Director/PIO/Economic Development Liaison	E	3002	26.04	54164.45	82871.61
		E	27			
26	Planning Director	E	59	27.35	56880.10	87026.55
27	Finance Director Parks/Recreation Director Public Works Director	E	49	28.71	59723.04	91376.25
		E	2019			
		E	1039			
28	Police Chief Public Utilities Director Fire Chief/Dir. Emergency Services	E	3059	30.15	62714.50	95953.17
		E	1099			
		E	3009			
N/A	City Manager	E	99		N/A	N/A



Request for City Council Action

Consent Agenda Item: Date:	Purchase of Trash Truck 01/03/2017
---	---

Subject: Purchase of 2018 International Trash Truck
Department: Public Works Sanitation Division
Presented by: Lenny Branch
Presentation: Consent Agenda

Issue Statement

The Public Works Department is proposing the purchase of a 2018 International trash truck from Carolina Environmental Systems in the amount of \$164,989.00.

Financial Impact

If approved by Council, the purchase of the new trash truck comes in \$5,011 under the \$170,000 budgeted in this year's Capital Outlay line.

Action Needed

Council approval to award contact to Carolina Environmental System for purchase of budgeted trash truck.

Recommendation

Staff recommends awarding the purchase contract to the lowest bidder Carolina Environmental in the amount of \$164,989.00.

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Proposal submitted from the following vendors:
 - Carolina Environmental Systems
 - Amick Equipment
 - **White's International Trucks**
 - Carolina Freightliner of Raleigh



Staff Report

**Consent
Agenda
Item:** **Purchase
of Trash
Truck**

The Town Council approved \$170,000 in the Public Works Sanitation capital line to purchase a new Trash truck. The Public Works department received proposals from four (4) companies and are as follows;

- | | |
|--|--------------|
| 1. Carolina Environmental Systems | \$164,989.00 |
| 2. Amick Equipment | \$165,176.22 |
| 3. White's International Trucks | \$167,198.77 |
| 4. Carolina Freightliner of Raleigh | \$169,807.22 |

It is the recommendation of the Public Works department to purchase the 2018 International (27CY) trash truck from Carolina Environmental Systems for the amount of \$164,989.00.

Carolina Environmental Systems

Carolina Environmental Systems, Inc.

306 Pineview Drive, Kernersville, NC 27284

2701 White Horse Road, Greenville, SC 29611

500 Lee Industrial Blvd, Austell, Ga 30168

Phone: 800-239-7796

336-869-9900

QUOTE

12/05/16

Town of Smithfield
350 E. Market Street
P.O. Box 761
Smithfield, NC 27577
Attn: Lenny Branch

Dear Mr. Branch,

CES appreciates the opportunity to quote you the following:

One (1) Heil DuraPack 5000 – 27 cubic yard high compaction rear loading refuse body complete with all standard specifications and with front mount Vane Pump with overspeed control, Peterson strobe light system at rear of body, dual front LED strobes, dual rear driver signal buzzers, dual factory cart tipper hydraulics with two (2) QC model D2 lifters, hopper work light, extra heavy duty hopper package with ¼” 184,000 psi hopper floor & 3/16” 184,000 psi hopper sump face liner, broom & shovel rack, CES rear vision camera system, side access door, toolbox 18”x18”x36” frame mounted, urethane enamel one (1) color paint, and factory mounted on one (1) 2018 International 7400 6x4 cab/chassis complete as per the enclosed specifications.

NJPA Sales Contract Price:

\$163,983.00

Delivery: Approx. 150-180 days

Terms: Net upon accepted delivery

FOB: Your Yard

Cab/Chassis:

- Navistar N9 – 330hp engine with Allison 3000 series transmission: - \$951.00
- Navistar N9 5 year 250,000-mile engine warranty - \$4,600.00
- Navistar NP 5 year 250,000-mile engine after treatment system warranty - \$1,140.00
- Allison 5-year transmission warranty - \$910.00
- Parts & Service manuals - \$690.00

Please note: The Heil body is undercoated as standard which is an approx. \$800 upcharge from other body companies. Also, above revised body option quotation would apply to other Heil body bids as supplied by Whites IHC and Carolina Freightliner.

We sincerely appreciate the opportunity to submit the above quotation to you. If you have any questions or if we may be of service to you in any way, please do not hesitate to call.

Sincerely,

Maxwell Taylor

Carolina Environmental Systems

Amick Equipment

Prepared for:
Jason Bennett
NC Sheriffs Association
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Raleigh, NC 27619
Phone: 919.459.6471

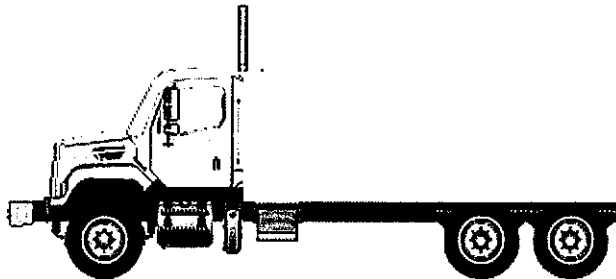
Prepared by:
Maury Rice
CAROLINA FREIGHTLINER OF
RALEIGH, LLC
3500 YONKERS ROAD
RALEIGH, NC 27604

A proposal for
NC Sheriffs Association

Prepared by
CAROLINA FREIGHTLINER OF RALEIGH, LLC
Maury Rice

Dec 16, 2016

Freightliner 108SD



Components shown may not reflect all spec'd options and are not to scale

Application Version 9.2.008
Data Version PRL-15D.007
NC SHERIFFS ASSOC SMITHFIELD



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S P E C I F I C A T I O N P R O P O S A L

Description	Weight Front	Weight Rear	Retail Price
Price Level			
SD PRL-15D (EFF:10/25/16)			STD
Data Version			
SPECPRO21 DATA RELEASE VER 007			N/C
Vehicle Configuration			
108SD CONVENTIONAL CHASSIS	6,829	3,748	\$120,630.00
2018 MODEL YEAR SPECIFIED			N/C
SET BACK AXLE - TRUCK			STD
STRAIGHT TRUCK PROVISION			STD
LH PRIMARY STEERING LOCATION			STD
General Service			
TRUCK CONFIGURATION			STD
DOMICILED, USA (EXCLUDING CALIFORNIA AND CARB OPT-IN STATES)			STD
REFUSE SERVICE			N/C
SANITATION BUSINESS SEGMENT			N/C
MOIST BULK COMMODITY			N/C
TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN TRANSIT, IS SPENT ON PAVED ROADS			STD
MAXIMUM 8% EXPECTED GRADE			STD
SMOOTH CONCRETE OR ASPHALT PAVEMENT - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE			STD
FREIGHTLINER SD VOCATIONAL WARRANTY			STD
EXPECTED FRONT AXLE(S) LOAD : 16000.0 lbs			
EXPECTED REAR DRIVE AXLE(S) LOAD : 40000.0 lbs			
EXPECTED GROSS VEHICLE WEIGHT CAPACITY : 56000.0 lbs			
Truck Service			

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Description	Weight Front	Weight Rear	Retail Price
REFUSE, SIDE LOAD OR REAR PACKER BODY - UNLOADS IN A LANDFILL			N/C
Engine			
CUM L9 300 HP @ 2000 RPM, 2200 GOV RPM, 860 LB/FT @ 1300 RPM			\$2,107.00
Electronic Parameters			
70 MPH ROAD SPEED LIMIT			N/C
CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT			N/C
PTO MODE ENGINE RPM LIMIT - 1100 RPM			N/C
PTO RPM WITH CRUISE SET SWITCH - 700 RPM			N/C
PTO RPM WITH CRUISE RESUME SWITCH - 800 RPM			N/C
PTO MODE CANCEL VEHICLE SPEED - 5 MPH			N/C
PTO GOVERNOR RAMP RATE - 250 RPM PER SECOND			N/C
PTO MINIMUM RPM - 700			N/C
REGEN INHIBIT SPEED THRESHOLD - 5 MPH			N/C
Engine Equipment			
2016 ONBOARD DIAGNOSTICS/2010 EPA/CARB/FINAL GHG17 CONFIGURATION			N/C
2008 CARB EMISSION CERTIFICATION - CLEAN IDLE (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD CORNER OF DRIVER DOOR)			\$109.00
NO 2013 ENGINE ESCALATOR			N/C
STANDARD OIL PAN			STD
ENGINE MOUNTED OIL CHECK AND FILL			STD
SIDE OF HOOD AIR INTAKE WITH FIREWALL MOUNTED DONALDSON AIR CLEANER AND PASSIVE PRECLEANER			\$482.00
DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE			STD
(2) ALLIANCE MODEL 1231, GROUP 31, 12 VOLT MAINTENANCE FREE 2250 CCA THREADED STUD BATTERIES			STD
BATTERY BOX FRAME MOUNTED			STD
STANDARD BATTERY JUMPERS			STD
LH BATTERY BOX MOUNTED AS FAR AFT AS POSSIBLE, NO GREATER THAN 60 INCHES BACK OF CAB			\$261.00



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Description	Weight Front	Weight Rear	Retail Price
WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN			STD
NON-POLISHED BATTERY BOX COVER			STD
POSITIVE LOAD DISCONNECT WITH CAB MOUNTED CONTROL SWITCH MOUNTED OUTBOARD DRIVER SEAT	8		\$230.00
POSITIVE AND NEGATIVE POSTS FOR JUMPSTART LOCATED ON FRAME NEXT TO STARTER	2		\$94.00
CUMMINS TURBOCHARGED 18.7 CFM AIR COMPRESSOR WITH INTERNAL SAFETY VALVE			STD
ELECTRONIC ENGINE INTEGRAL SHUTDOWN PROTECTION SYSTEM			STD
C-BRAKE BY JACOBS WITH LOW/OFF/HIGH BRAKING DASH SWITCH, ACTIVATES STOP LAMPS	80		\$2,578.00
RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE	30	25	\$798.00
ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND DASH MOUNTED REGENERATION REQUEST SWITCH			STD
11 FOOT 06 INCH (138 INCH+0/-5.9 INCH) EXHAUST SYSTEM HEIGHT			N/C
RH CURVED VERTICAL TAILPIPE B-PILLAR MOUNTED ROUTED FROM STEP			N/C
6 GALLON DIESEL EXHAUST FLUID TANK	-35	-10	(\$95.00)
100 PERCENT DIESEL EXHAUST FLUID FILL			(\$17.00)
STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING			STD
LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION			STD
STANDARD DIESEL EXHAUST FLUID TANK CAP			STD
ALUMINUM AFTERTREATMENT DEVICE/MUFFLER/TAILPIPE SHIELD(S)			N/C
HORTON DRIVEMASTER ADVANTAGE ON/OFF FAN DRIVE			STD
AUTOMATIC FAN CONTROL WITHOUT DASH SWITCH, NON ENGINE MOUNTED			STD
CUMMINS SPIN ON FUEL FILTER			STD
COMBINATION FULL FLOW/BYPASS OIL FILTER			STD
1200 SQUARE INCH ALUMINUM RADIATOR	10		STD

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Description	Weight Front	Weight Rear	Retail Price
ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT			STD
GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT			STD
CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES			STD
RADIATOR DRAIN VALVE			STD
1350 ADAPTER FLANGE FOR FRONT PTO PROVISION	20		\$218.00
PHILLIPS-TEMRO 1000 WATT/115 VOLT BLOCK HEATER	4		\$86.00
BLACK PLASTIC ENGINE HEATER RECEPTACLE MOUNTED UNDER LH DOOR			N/C
ELECTRIC GRID AIR INTAKE WARMER			STD
DELCO 12V 38MT HD STARTER WITH INTEGRATED MAGNETIC SWITCH			STD
Transmission			
ALLISON 3500 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION			(\$75.00)
Transmission Equipment			
ALLISON VOCATIONAL PACKAGE 170 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODEL RDS AND EVS			N/C
ALLISON VOCATIONAL RATING FOR REFUSE APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES			N/C
PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			STD
SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			STD
PRIMARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
SECONDARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
PRIMARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
SECONDARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD



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Description	Weight Front	Weight Rear	Retail Price
LOAD BASED SHIFT SCHEDULE AND VEHICLE ACCELERATION CONTROL RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED VOCATIONAL USAGE			STD
DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES			STD
VEHICLE INTERFACE WIRING CONNECTOR WITH PDM AND NO BLUNT CUTS, AT BACK OF CAB			\$772.00
ELECTRONIC TRANSMISSION CUSTOMER ACCESS CONNECTOR FIREWALL MOUNTED			\$38.00
CUSTOMER INSTALLED CHELSEA 277 SERIES PTO			N/C
PTO MOUNTING, LH SIDE OF MAIN TRANSMISSION			N/C
MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN			STD
PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED			STD
TRANSMISSION PROGNOSTICS - ENABLED 2013			STD
WATER TO OIL TRANSMISSION COOLER, IN RADIATOR END TANK			STD
TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK			STD
SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)			STD

Front Axle and Equipment

DETROIT DA-F-16.0-5 16,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE	190		\$1,865.00
MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES	10		N/C
NON-ASBESTOS FRONT BRAKE LINING			STD
CONMET CAST IRON FRONT BRAKE DRUMS			STD
FRONT BRAKE DUST SHIELDS	5		\$106.00
SKF SCOTSEAL PLUS XL FRONT OIL SEALS			STD
VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL			STD
STANDARD SPINDLE NUTS FOR ALL AXLES			STD
MERITOR AUTOMATIC FRONT SLACK ADJUSTERS			STD
STANDARD KING PIN BUSHINGS			STD



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Description	Weight Front	Weight Rear	Retail Price
TRW TAS-85 POWER STEERING	40		N/C
POWER STEERING PUMP			STD
4 QUART POWER STEERING RESERVOIR	5		\$48.00
OIL/AIR POWER STEERING COOLER	5		\$291.00
SYNTHETIC 75W-90 FRONT AXLE LUBE			\$11.00
Front Suspension			
18,000# FLAT LEAF FRONT SUSPENSION	290		\$767.00
GRAPHITE BRONZE BUSHINGS WITH SEALS - FRONT SUSPENSION			N/C
NO FRONT SHOCK ABSORBERS	-30		N/C
Rear Axle and Equipment			
MT-40-14XP 40,000# R-SERIES TANDEM REAR AXLE		2,530	\$10,668.00
5.86 REAR AXLE RATIO			\$147.00
IRON REAR AXLE CARRIER WITH OPTIONAL HEAVY DUTY AXLE HOUSING		40	\$105.00
MXL 176T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES	45	45	\$976.00
MXL 17T MERITOR EXTENDED LUBE INTERAXLE DRIVELINE WITH HALF ROUND YOKES			N/C
DRIVER CONTROLLED TRACTION DIFFERENTIAL - BOTH TANDEM REAR AXLES		30	\$1,234.00
(1) INTERAXLE LOCK VALVE, (1) DRIVER CONTROLLED DIFFERENTIAL LOCK FORWARD-REAR AND REAR-REAR AXLE VALVE			N/C
BLINKING LAMP WITH EACH INTERAXLE LOCK SWITCH, INTERAXLE UNLOCK DEFAULT WITH IGNITION OFF			N/C
BLINKING LAMP WITH EACH MODE SWITCH, DIFFERENTIAL UNLOCK WITH IGNITION OFF, ACTIVE <5 MPH			N/C
MERITOR 16.5X8.62 Q+ CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES			\$335.00
NON-ASBESTOS REAR BRAKE LINING			STD
BRAKE CAMS AND CHAMBERS ON FORWARD SIDE OF DRIVE AXLE(S)			N/C
CONMET CAST IRON REAR BRAKE DRUMS			STD
REAR BRAKE DUST SHIELDS		10	\$118.00
SKF SCOTSEAL PLUS XL REAR OIL SEALS			STD
BENDIX EVERSURE LONGSTROKE 2-DRIVE AXLES SPRING PARKING CHAMBERS		20	\$31.00

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Description	Weight Front	Weight Rear	Retail Price
HALDEX AUTOMATIC REAR SLACK ADJUSTERS			\$88.00
SYNTHETIC 75W-90 REAR AXLE LUBE			\$197.00
STANDARD REAR AXLE BREATHER(S)			STD
Rear Suspension			
TUFTRAC 46,000# REAR SPRING SUSPENSION		480	\$5,868.00
TUFTRAC STANDARD RIDE HEIGHT			N/C
AXLE CLAMPING GROUP			N/C
56 INCH AXLE SPACING			N/C
FORE/AFT AND TRANSVERSE CONTROL RODS			N/C
REAR SHOCK ABSORBERS - ONE AXLE			N/C
Brake System			
WABCO 4S/4M ABS WITHOUT TRACTION CONTROL			STD
REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES			STD
FIBER BRAID PARKING BRAKE HOSE			STD
STANDARD BRAKE SYSTEM VALVES			STD
STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM			STD
STD U.S. FRONT BRAKE VALVE			STD
RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE			STD
BW AD-9 BRAKE LINE AIR DRYER WITH HEATER	20		N/C
AIR DRYER FRAME MOUNTED			STD
STEEL AIR TANKS MOUNTED AFT INSIDE AND/OR BELOW FRAME JUST FORWARD OF REAR SUSPENSION			\$231.00
PULL CABLE ON WET TANK, PETCOCK DRAIN VALVES ON ALL OTHER AIR TANKS			STD
Trailer Connections			
UPGRADED CHASSIS MULTIPLEXING UNIT			STD
Wheelbase & Frame			
5950MM (234 INCH) WHEELBASE			N/C
11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI	480	-40	\$950.00
1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT	220	410	\$1,169.00
1600MM (63 INCH) REAR FRAME OVERHANG			STD

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Description	Weight Front	Weight Rear	Retail Price
FRAME OVERHANG RANGE: 61 INCH TO 70 INCH			N/C
24 INCH INTEGRAL FRONT FRAME EXTENSION	115	-20	\$11.00
CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 168.45 in			
CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 165.45 in			
CALC'D FRAME LENGTH - OVERALL : 362.16			
CALC'D SPACE AVAILABLE FOR DECKPLATE : 168.45 in			
CALCULATED FRAME SPACE LH SIDE : 74.87 in			N/C
CALCULATED FRAME SPACE RH SIDE : 144.6 in			N/C
SQUARE END OF FRAME			STD
FRONT CLOSING CROSSMEMBER			STD
LIGHTWEIGHT HEAVY DUTY ALUMINUM ENGINE CROSSMEMBER	-12		\$50.00
STANDARD MIDSHIP #1 CROSSMEMBER(S)			STD
STANDARD REARMOST CROSSMEMBER			STD
HEAVY DUTY SUSPENSION CROSSMEMBER			N/C
Chassis Equipment			
14 INCH PAINTED STEEL BUMPER			STD
FRONT TOW HOOKS - FRAME MOUNTED	15		\$95.00
BUMPER MOUNTING FOR SINGLE LICENSE PLATE			STD
GRADE 8 THREADED HEX HEADED FRAME FASTENERS			STD
Fuel Tanks			
70 GALLON/264 LITER ALUMINUM FUEL TANK - LH	5		\$37.00
23 INCH DIAMETER FUEL TANK(S)			N/C
PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS			STD
FUEL TANK(S) FORWARD			STD
PLAIN STEP FINISH			STD
FUEL TANK CAP(S)			STD
DETROIT FUEL/WATER SEPARATOR WITH WATER IN FUEL SENSOR, HAND PRIMER AND 12 VOLT PREHEATER	-5		\$58.00
EQUIFLO INBOARD FUEL SYSTEM			STD



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Description	Weight Front	Weight Rear	Retail Price
HIGH TEMPERATURE REINFORCED NYLON FUEL LINE			STD
Tires			
MICHELIN X WORKS Z 315/80R22.5 20 PLY RADIAL FRONT TIRES	100		\$486.00
MICHELIN XDE M/S 11R22.5 16 PLY RADIAL REAR TIRES		88	(\$424.00)
Hubs			
CONMET PRESET PLUS IRON FRONT HUBS			STD
CONMET PRESET PLUS IRON REAR HUBS			STD
Wheels			
ACCURIDE 29039 22.5X9.00 10-HUB PILOT 5.25 INSET 5-HAND STEEL DISC FRONT WHEELS	66		\$182.00
MAXION WHEELS 90541 22.5X8.25 10-HUB PILOT 2-HAND STEEL DISC REAR WHEELS			(\$240.00)
Cab Exterior			
108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB			STD
AIR CAB MOUNTS			STD
NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE			STD
FRONT FENDERS SET-BACK AXLE			STD
BOLT-ON MOLDED FLEXIBLE FENDER EXTENSIONS	10		\$84.00
LH AND RH EXTERIOR GRAB HANDLES WITH SINGLE RUBBER INSERT			\$74.00
BRIGHT FINISH RADIATOR SHELL/HOOD BEZEL			\$224.00
STATIONARY BLACK GRILLE WITH BRIGHT ACCENTS			\$68.00
CHROME HOOD MOUNTED AIR INTAKE GRILLE			\$15.00
FIBERGLASS HOOD			STD
SINGLE 14 INCH ROUND POLISHED AIR HORN ROOF MOUNTED			STD
SINGLE ELECTRIC HORN			STD
SINGLE HORN SHIELD			STD
DOOR LOCKS AND IGNITION SWITCH KEYED THE SAME			STD
REAR LICENSE PLATE MOUNT END OF FRAME			STD
HALOGEN COMPOSITE HEADLAMPS WITH BRIGHT BEZELS			N/C



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Description	Weight Front	Weight Rear	Retail Price
LED AERODYNAMIC MARKER LIGHTS			\$37.00
DAYTIME RUNNING LIGHTS - LOW BEAM ONLY			\$21.00
OMIT STOP/TAIL/BACKUP LIGHTS AND PROVIDE WIRING WITH SEPARATE STOP/TURN WIRES TO 4 FEET BEYOND END OF FRAME		-5	(\$54.00)
STANDARD FRONT TURN SIGNAL LAMPS			STD
DUAL WEST COAST BRIGHT FINISH HEATED MIRRORS WITH LH AND RH REMOTE			\$330.00
DOOR MOUNTED MIRRORS			STD
102 INCH EQUIPMENT WIDTH			STD
LH AND RH 8 INCH BRIGHT FINISH CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS			N/C
RH DOWN VIEW MIRROR			\$23.00
RH AND LH 8 INCH STAINLESS STEEL FENDER MOUNTED CONVEX MIRRORS WITH TRIPOD BRACKETS	8		\$193.00
STANDARD SIDE/REAR REFLECTORS			STD
63X14 INCH TINTED REAR WINDOW			STD
TINTED DOOR GLASS LH AND RH WITH TINTED OPERATING WING WINDOWS			STD
MANUAL DOOR WINDOW REGULATORS			STD
TINTED WINDSHIELD			STD
8 LITER WINDSHIELD WASHER RESERVOIR, CAB MOUNTED, WITHOUT FLUID LEVEL INDICATOR			STD
Cab Interior			
OPAL GRAY VINYL INTERIOR			STD
MOLDED PLASTIC DOOR PANEL WITHOUT VINYL INSERT WITH ALUMINUM KICKPLATE LOWER DOOR			\$25.00
MOLDED PLASTIC DOOR PANEL WITHOUT VINYL INSERT WITH ALUMINUM KICKPLATE LOWER DOOR			\$25.00
BLACK MATS WITH SINGLE INSULATION			STD
DASH MOUNTED ASH TRAY(S) WITHOUT LIGHTER			STD
FORWARD ROOF MOUNTED CONSOLE WITH UPPER STORAGE COMPARTMENTS WITHOUT NETTING			STD
IN DASH STORAGE BIN			STD
(2) CUP HOLDERS LH AND RH DASH			STD
GRAY/CHARCOAL FLAT DASH			STD

Application Version 9.2.008
 Data Version PRL-15D.007
 NC SHERIFFS ASSOC SMITHFIELD



Prepared for:
 Jason Bennett
 NC Sheriffs Association
 PO BX 20049
 Raleigh, NC 27619
 Phone: 919.459.6471

Prepared by:
 Maury Rice
 CAROLINA FREIGHTLINER OF
 RALEIGH, LLC
 3500 YONKERS ROAD
 RALEIGH, NC 27604

Description	Weight Front	Weight Rear	Retail Price
SMART SWITCH EXPANSION MODULE			\$234.00
5 LB. FIRE EXTINGUISHER	10		\$57.00
HEATER, DEFROSTER AND AIR CONDITIONER			STD
STANDARD HVAC DUCTING			STD
MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH			STD
STANDARD HEATER PLUMBING			STD
DENSO HEAVY DUTY AIR CONDITIONER COMPRESSOR			STD
BINARY CONTROL, R-134A			STD
STANDARD INSULATION			STD
SOLID-STATE CIRCUIT PROTECTION AND FUSES			STD
12V NEGATIVE GROUND ELECTRICAL SYSTEM			STD
DOME DOOR ACTIVATED LH AND RH, DUAL READING LIGHTS, FORWARD CAB ROOF			\$63.00
CAB DOOR LATCHES WITH MANUAL DOOR LOCKS			STD
(1) 12 VOLT POWER SUPPLY IN DASH			STD
TRIANGULAR REFLECTORS WITHOUT FLARES	10		\$25.00
BASIC HIGH BACK AIR SUSPENSION DRIVER SEAT WITH MECHANICAL LUMBAR AND INTEGRATED CUSHION EXTENSION	30		\$212.00
2 MAN TOOL BOX MID BACK NON SUSPENSION PASSENGER SEAT	20		\$178.00
LH AND RH INTEGRAL DOOR PANEL ARMRESTS			STD
BLACK CORDURA PLUS CLOTH DRIVER SEAT COVER			\$2.00
BLACK CORDURA PLUS CLOTH PASSENGER SEAT COVER			\$2.00
BLACK SEAT BELTS			STD
ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN	10		\$478.00
4-SPOKE 18 INCH (450MM) STEERING WHEEL			STD
DRIVER AND PASSENGER INTERIOR SUN VISORS			STD

Instruments & Controls

GRAY DRIVER INSTRUMENT PANEL	STD
GRAY CENTER INSTRUMENT PANEL	STD
BLACK GAUGE BEZELS	STD

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Description	Weight Front	Weight Rear	Retail Price
LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM			STD
2 INCH PRIMARY AND SECONDARY AIR PRESSURE GAUGES			STD
INTAKE MOUNTED AIR RESTRICTION INDICATOR WITHOUT GRADUATIONS			STD
97 DB BACKUP ALARM		3	\$54.00
ELECTRONIC CRUISE CONTROL WITH SWITCHES IN LH SWITCH PANEL			STD
KEY OPERATED IGNITION SWITCH AND INTEGRAL START POSITION; 4 POSITION OFF/RUN/START/ACCESSORY			STD
ICU3S, 132X48 DISPLAY WITH DIAGNOSTICS, 28 LED WARNING LAMPS AND DATA LINKED			STD
HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH			STD
2 INCH ELECTRIC FUEL GAUGE			STD
PROGRAMMABLE RPM CONTROL - ELECTRONIC ENGINE			STD
ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE			STD
2 INCH TRANSMISSION OIL TEMPERATURE GAUGE			STD
ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY			STD
CUSTOMER FURNISHED AND INSTALLED PTO CONTROLS			N/C
ELECTRIC ENGINE OIL PRESSURE GAUGE			STD
OVERHEAD INSTRUMENT PANEL			\$76.00
AM/FM/WB WORLD TUNER RADIO WITH AUXILIARY INPUT, J1939	10		\$274.00
DASH MOUNTED RADIO			N/C
(2) RADIO SPEAKERS IN CAB			N/C
AM/FM ANTENNA MOUNTED ON FORWARD LH ROOF	2		N/C
ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER			STD
STANDARD VEHICLE SPEED SENSOR			STD
ELECTRONIC 3000 RPM TACHOMETER			STD
IGNITION SWITCH CONTROLLED ENGINE STOP			STD



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 RALEIGH, NC 27604

Description	Weight Front	Weight Rear	Retail Price
TWO ON/OFF ROCKER SWITCHES IN THE DASH WITH INDICATOR LIGHTS AND WIRE ROUTED TO CHASSIS AT BACK OF CAB, LABEL OPT			\$64.00
DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY			STD
SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY			STD
MARKER LIGHT SWITCH INTEGRAL WITH HEADLIGHT SWITCH			STD
ONE VALVE PARKING BRAKE SYSTEM WITH DASH VALVE CONTROL AUTONEUTRAL AND WARNING INDICATOR			\$39.00
SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, WASHER/WIPER AND HAZARD IN HANDLE			STD
INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH HAZARD LAMPS OVERRIDING STOP LAMPS			STD
Design			
PAINT: ONE SOLID COLOR			STD
Color			
CAB COLOR A: L0006EB WHITE ELITE BC			STD
BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT			STD
NO FUEL TANK CABINET PAINT			STD
POWDER WHITE (N0006EA) FRONT WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)			STD
POWDER WHITE (N0006EA) REAR WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)			STD
STANDARD BLACK BUMPER PAINT			STD
STANDARD E COAT/UNDERCOATING			STD
Certification / Compliance			
U. S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS			STD
Secondary Factory Options			
CORPORATE PDI CENTER IN-SERVICE ONLY			N/C
TOTAL VEHICLE SUMMARY			
Adjusted List Price			
		Adjusted List Price **	\$156,499.00

Application Version 9.2.008
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Weight Summary

	Weight Front	Weight Rear	Total Weight
Factory Weight ⁺	8622 lbs	7354 lbs	15976 lbs
Dealer Installed Options	0 lbs	0 lbs	0 lbs
Total Weight⁺	8622 lbs	7354 lbs	15976 lbs

ITEMS NOT INCLUDED IN ADJUSTED LIST PRICE

Other Factory Charges

2016 OBD/2010 EPA/CARB/GHG17 ESCALATOR	\$300.00
STANDARD DESTINATION CHARGE	\$2,000.00

Dealer Installed Options

	Weight Front	Weight Rear	Price
BODY QUOTE FROM AMICK EQUIPT	0	0	\$72,765.00
Total Dealer Installed Options	0 lbs	0 lbs	\$72,765.00

(+) Weights shown are estimates only.

If weight is critical, contact Customer Application Engineering.

(**) Prices shown do not include taxes, fees, etc... "Net Equipment Selling Price" is located on the Quotation Details Proposal Report.



North Carolina Sheriffs' Contract



Contract #: 17-01-0617
 Item Quoted: Loadmaster Excel 27 Yard Rear Loader
 Date Quoted: 9/12/2016
 Name of City: Town of Smithfield
 Street Address: 231 Hospital Road
 City, State and Zip: Smithfield, NC 27577
 Contact Name: Lenny Branch
 Contact Number: (919) 464-0672



Quote #: 91216CL-1

Thank you for allowing us to quote you on your equipment needs. Amick Equipment is a full service and stocking parts dealer for all of our equipment lines since 1959, serving our customers in the Carolinas. We appreciate the opportunity to quote you and will work hard to exceed your expectations on your new equipment. If you have any questions about the equipment listed below, or about Amick Equipment, please feel free to call me.



Base Loadmaster Excel unit includes:
 Full factory mount, large side access door, 3.7 cu yd hopper, undercoating of body, PDI, Freight and Delivery.

Qty	Loadmaster Excel Rear Loader	Contract Price	Extended Price
1	Excel 27 Yard "S" Model Rear Loader Specification #75	\$51,650.00	\$51,650.00
PTO and Pump Options			
1	Loadmaster "Front Pump" setup w/ Sump Splash Control	\$2,500.00	\$2,500.00
Lift Axles			
Electrical and Lights			
1	Engine or PTO Kill Switch - Double	\$420.00	\$420.00
1	Hopper Work Light - Double	\$210.00	\$210.00
1	LED Back up Lights	\$395.00	\$395.00
1	LED Strobe System - (4) 4" Dia. Body & T/G	\$470.00	\$470.00
1	Camera System - Color w/ 7" Flat Monitor	\$840.00	\$840.00
Paint Options			
1	Body Polyurethane Enamel Paint - Match Cab	\$2,190.00	\$2,190.00
Cart Tipper Options			
2	Rotoary Style cart tipper(s)	\$3,500.00	\$7,000.00
1	Installation Customer Supplied Tipper, Double using diverter valves and Hand	\$3,060.00	\$3,060.00
1	Two Extra Valve Sections w/ Controls	\$1,470.00	\$1,470.00
1	Roof Tube Protector	\$325.00	\$325.00
1	Shovel & Broom Holder Both Sides	\$190.00	\$190.00
1	SXL Remote Zerk - Sweep & Slide	\$600.00	\$600.00
1	Automatic T/G Locks	\$945.00	\$945.00
Warranty Options			
Non published and local options			
1	oval strobes front of body (Rear)	\$500.00	\$500.00
Total Selling Price:		\$72,765.00	

Production lead time: 8-12 Weeks after chassis arrives

Prepared By: Jason Langston

Order Accepted by: _____ **Date:** _____

Amick Equipment makes every effort when quoting your new equipment to meet all Federal, State and Local weight requirements. It is up to the end-user NOT to exceed the weight limits for your area regardless of chassis GVRW. Over weight equipment can lead to DOT fines, damage to the equipment or injury to the operator and others. All refuse and street equipment has the potential to be over weight if improperly operated.

Unless itemized above, quote does not include Local, State or Federal taxes.

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 Jason Bennett
 NC Sheriffs Association
 PO BX 20049
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 Phone: 919.459.6471

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Q U O T A T I O N

108SD CONVENTIONAL CHASSIS	
SET BACK AXLE - TRUCK	18,000# FLAT LEAF FRONT SUSPENSION
CUM L9 300 HP @ 2000 RPM, 2200 GOV RPM, 860 LB/FT @ 1300 RPM	108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
ALLISON 3500 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	5950MM (234 INCH) WHEELBASE
MT-40-14XP 40,000# R-SERIES TANDEM REAR AXLE	11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI
TUFTRAC 46,000# REAR SPRING SUSPENSION	1600MM (63 INCH) REAR FRAME OVERHANG
DETROIT DA-F-16.0-5 16,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE	1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT

		PER UNIT	TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$ 92,041	\$ 92,041
EXTENDED WARRANTY		\$ 0	\$ 0
DEALER INSTALLED OPTIONS		\$ 72,765	\$ 72,765
CUSTOMER PRICE BEFORE TAX		\$ 164,806	\$ 164,806

TAXES AND FEES			
FEDERAL EXCISE TAX (FET)	\$	(340.78)	\$ (340.78)
TAXES AND FEES	\$	0	\$ 0
OTHER CHARGES	\$	0	\$ 0

TRADE-IN			
TRADE-IN ALLOWANCE	\$	(0)	\$ (0)
BALANCE DUE	(LOCAL CURRENCY)	\$ 164,465.22	\$ 164,465.22

COMMENTS:

Projected delivery on ___ / ___ / ___ provided the order is received before ___ / ___ / ___.

APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X _____ Date: ___ / ___ / ___.



Financing that works for you.

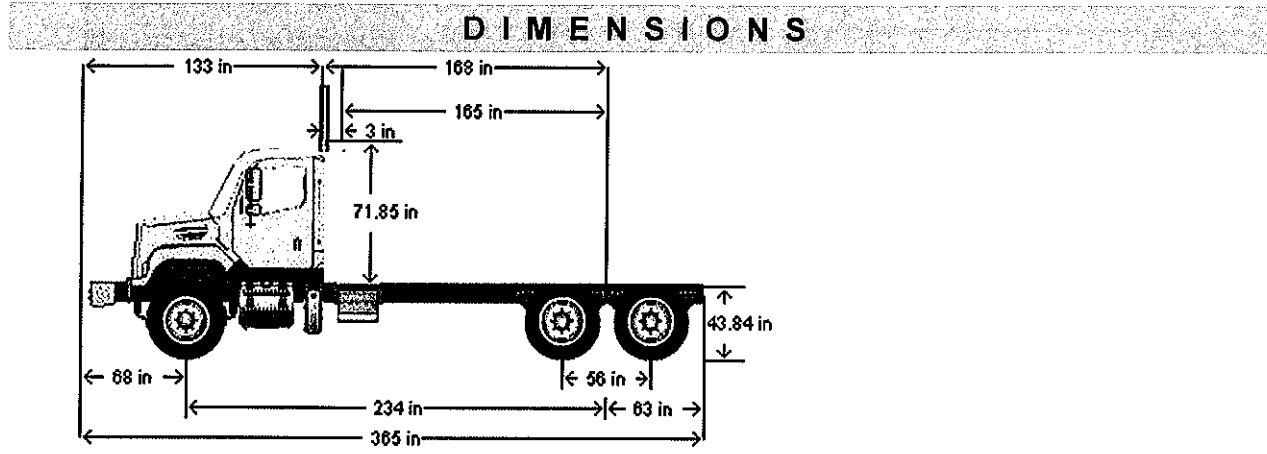
See your local dealer for a competitive quote from Daimler Truck Financial, or contact us at Information@dtfoffers.com.

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to fit your business needs. For more information about our products and services, visit our website at www.daimler-truckfinancial.com.



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VEHICLE SPECIFICATIONS SUMMARY - DIMENSIONS

Wheelbase (545)	5950MM (234 INCH) WHEELBASE
Rear Frame Overhang (552)	1600MM (63 INCH) REAR FRAME OVERHANG
Fifth Wheel (578)	NO FIFTH WHEEL
Mounting Location (577)	NO FIFTH WHEEL LOCATION
Maximum Forward Position (in)	0
Maximum Rearward Position (in)	0
Amount of Slide Travel (in)	0
Slide Increment (in)	0
Desired Slide Position (in)	0.0
Cab Size (829)	108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
Sleeper (682)	NO SLEEPER BOX/SLEEPER CAB
Exhaust System (016)	RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE

TABLE SUMMARY - DIMENSIONS



Prepared for:
 Jason Bennett
 NC Sheriffs Association
 PO BX 20049
 Raleigh, NC 27619
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 Maury Rice
 CAROLINA FREIGHTLINER OF
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G V W R

VEHICLE SPECIFICATIONS SUMMARY - GVWR

Cab Size (829)..... 108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
 Expected Front Axle(s) Load (lbs)..... 16000.0
 Expected Pusher Axle(s) Load (lbs)..... 0.0
 Expected Rear Axle(s) Load (lbs)..... 40000.0
 Expected Tag Axle(s) Load (lbs)..... 0.0
 Expected GVW (lbs)..... 56000
 Expected GCW (lbs)..... 0.0
 Front Axle (400)..... DETROIT DA-F-16.0-5 16,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE
 Front Suspension (620)..... 18,000# FLAT LEAF FRONT SUSPENSION
 Front Hubs (418)..... CONMET PRESET PLUS IRON FRONT HUBS
 Front Disc Wheels (502)..... ACCURIDE 29039 22.5X9.00 10-HUB PILOT 5.25 INSET 5-HAND STEEL DISC FRONT WHEELS
 Front Tires (093)..... MICHELIN X WORKS Z 315/80R22.5 20 PLY RADIAL FRONT TIRES
 Front Brakes (402)..... MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES
 Steering Gear (536)..... TRW TAS-85 POWER STEERING
 Rear Axle (420)..... MT-40-14XP 40,000# R-SERIES TANDEM REAR AXLE
 Rear Suspension (622)..... TUFTRAC 46,000# REAR SPRING SUSPENSION
 Rear Hubs (450)..... CONMET PRESET PLUS IRON REAR HUBS
 Rear Disc Wheels (505)..... MAXION WHEELS 90541 22.5X8.25 10-HUB PILOT 2-HAND STEEL DISC REAR WHEELS
 Rear Tires (094)..... MICHELIN XDE M/S 11R22.5 16 PLY RADIAL REAR TIRES
 Rear Brakes (423)..... MERITOR 16.5X8.62 Q+ CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES
 Pusher / Tag Axle (443)..... NO PUSHER OR TAG AXLE
 Pusher / Tag Suspension (626)..... NO PUSHER OR TAG SUSPENSION
 Pusher / Tag Hubs (449)..... NO PUSHER OR TAG HUBS
 Pusher/Tag Disc Wheels (509)..... NO PUSHER/TAG DISC WHEELS
 Pusher / Tag Tires (095)..... NO PUSHER/TAG TIRES
 Pusher / Tag Brakes (456)..... NO PUSHER/TAG BRAKES

TABLE SUMMARY - GVWR



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 NC Sheriffs Association
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	Front	Rear 1	Rear 2
Axle Component Weight Ratings			
Axes	16000	20000	20000
Suspension	18000	23000	23000
Hubs	23000	26000	26000
Brakes	18000	20000	20000
Wheels	20000	29600	29600
Tires	18180	24020	24020
Power Steering	18000	N/A	N/A
GAWR (per axle)	16000	20000	20000
GAWR (per axle system)	16000		40000
Expected Load (per axle system)	16000		40000
Vehicle GVWR Summary			
Calculated GVWR	56000		
Expected GVWR	56000		
All weights displayed in pounds			

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.



White's International Trucks

barbara.barefoot@smithfield-nc.com

From: Rick Beavan [<mailto:bb@whitestractor.com>]
Sent: Monday, November 21, 2016 1:49 PM
To: Barbara Barefoot
Cc: Lenny Branch
Subject: QUOTE 2008 INTERNATIONAL 7400 WITH HEIL BODY

Barbara:

Attached is a quote with International truck and Heil body. Pricing is as follows:

Truck Chassis:	\$89,091.77
Heil Body:	\$77,101.00
Total:	\$166,192.77

Both chassis and body are shown on the North Carolina Sheriff's Assoc. Refuse Truck Bid Award.

Optional equipment is shown on p. 9 of the truck quotation.

Delivery of completed unit will be approx. 16Sdays ARO.

Thanks again for your inquiry. If you have any questions please advise. Regards,

Rick Beavan

MUNICIPAL SALES

WHITE'S INTERNATIONAL TRUCKS

NC Sheriff's Association Truck Contract Award Winner

336-668-0491 office **EXT. 121**
800-632-1050 toll free
336-337-7307 mobile

From: BizHub
Sent: Monday, November 21, 2016 1:47 PM
To: Rick Beavan
Subject: Message from KM_C368

From: Rick Beavan <bb@whitetractor.com>
Sent: Monday, December 05, 2016 4:12 PM
To: Barbara Barefoot
Subject: RE: QUOTE 2008 INTERNATIONAL 7400 WITH HEIL BODY
Attachments: Message from KM_C368

Barbara:

The quote below has been amended according to the changes made by CES. A revised quote from CES is attached along with a copy of the standard International Warranty as requested. If there is anything else I can furnish you with please advise. Thanks for your inquiry and I'm looking forward to doing business with the Town of Smithfield.

Regards,

Rick Beavan

MUNICIPAL SALES

WHITE'S INTERNATIONAL TRUCKS

NC Sheriff's Association Truck Contract Award Winner

336-668-0491 office **EXT. 121**
800-632-1050 toll free
336-337-7307 mobile

From: Barbara Barefoot [<mailto:barbara.barefoot@smithfield-nc.com>]
Sent: Monday, December 05, 2016 10:42 AM
To: Rick Beavan
Subject: RE: QUOTE 2008 INTERNATIONAL 7400 WITH HEIL BODY

Rick, since we requested to have the extra heavy duty hopper, dual front LED strobes and tool box 18" x 18" x 36" frame mounted on the Heil body we will need you to include the cost in with your quote below. Maxwell has revised the body quote to include the additional items. I emailed Denise at Carolina Environmental to let her know we need to reflect those items in your quote for the International w/Heil Body. The plan is to submit the quotes to Town Council at the Jan. meeting for approval.

Thanks,

Barbara H. Barefoot

Administrative Support Specialist

Town of Smithfield

Public Works Department

PO Box 761

231 Hospital Road

Smithfield, NC 27577

(919) 934-2596 Office

(919) 934-1522 Fax

Carolina Environmental Systems, Inc.
306 Pineview Drive, Kernersville, NC 27284
2701 White Horse Road, Greenville, SC 29611
500 Lee Industrial Blvd, Austell, Ga 30168
Phone: 800-239-7796
336-869-9900

QUOTE

12/05/16

Whites International
7045 Albert Pick Road
Greensboro, NC 27409
Attn: Rick Beavan

Dear Rick,

CES appreciates the opportunity to quote you the following:

One (1) Heil DuraPack 5000 – 27 cubic yard high compaction rear loading refuse body complete with all standard specifications and with front mount Vane Pump with overspeed control, Peterson strobe light system at rear of body, dual front LED strobes, dual rear driver signal buzzers, dual factory cart tipper hydraulics with two (2) QC model D2 lifters, hopper work light, extra heavy duty hopper package with 1/4" 184,000 psi hopper floor & 3/16" 184,000 psi hopper sump face liner, broom & shovel rack, CES rear vision camera system, side access door, toolbox 18"x18"x36" frame mounted, urethane enamel one (1) color paint, and factory mounted on your cab/chassis per the NC Sherriff's contract price, specification #019.

Sales Contract Price:

\$77,101.00

Delivery: Approx. 90 days
Terms: Net upon accepted delivery
FOB: Your Yard

We sincerely appreciate the opportunity to submit the above quotation to you. If you have any questions or if we may be of service to you in any way, please do not hesitate to call.

Sincerely,

Maxwell Taylor
Carolina Environmental Systems

LIMITED WARRANTY FOR MODELS

WORKSTAR® SERIES, 7300/7400 (4x2, 6x4, 4x4, 6x6)

*Effective with vehicles built January 02, 2015 or later

BASIC VEHICLE

Navistar, Inc., at its option, will repair or replace any part of this vehicle that proves defective in material or workmanship, in normal use and service, with new or RENEWED® parts, based on the Component Coverages below. Exceptions are listed below:

BASIC VEHICLE COVERAGE	Months	Miles/Km (000)
Basic Vehicle Warranty (Feature Code 40010) (See exceptions listed below)	12	Unlimited
Basic Vehicle Warranty (WorkStar Only-Feature 40013)	12	Unlimited
Towing (Vehicles with MaxxForce® 7 engine failures only)	24	Unlimited
Towing (Vehicles with MaxxForce® 9 engine failures only)	24	250/400
Towing (Vehicles with Navistar® N 9 engine failures only)	24	250/400
Towing (Vehicles with MaxxForce® 10 engine failures only)	24	250/400
Towing (Vehicles with Navistar® N 10 engine failures only)	24	250/400
Towing (Vehicles with Navistar® N 10 engine failures only)	24	250/400
Towing (Vehicles with MaxxForce® DT standard torque engine failures only)	24	Unlimited
Towing (Vehicles with MaxxForce® DT high torque engine failures only)	24	250/400
Towing (First 90 days see below) (Vehicle Down Situations Only)	24	250/400

Note: Items not listed in warranty exceptions follow base warranty.

WARRANTY EXCEPTIONS

CHASSIS COVERAGE	Months	Miles/Km (000)
Frame side rails	84	Unlimited
Cab/cowl structure	60	Unlimited
Cab/cowl perforation corrosion	60	Unlimited

ENGINE COVERAGE

ENGINE COVERAGE	Months	Miles/Km (000)
Non-Rescue Applications		
MaxxForce® 7 Engine	24	Unlimited
MaxxForce® 9 Engine	24	250/400
Navistar® N 9 Engine	24	250/400
MaxxForce® 10 Engine	24	250/400
Navistar® N 10 Engine	24	250/400
MaxxForce® DT Engine Standard Torque	24	Unlimited
MaxxForce® DT Engine High Torque	24	250/400
Rescue Application Only (Fire Truck, Ambulance, Emergency)		
MaxxForce® 7 Engine	60	100/160
MaxxForce® 9 Engine	60	100/160
Navistar® N 9 Engine	60	100/160
MaxxForce® 10 Engine	60	100/160
Navistar® N 10 Engine	60	100/160
MaxxForce® DT Engine Standard Torque	60	100/160
MaxxForce® DT Engine High Torque	60	100/160

DRIVETRAIN COVERAGE

DRIVETRAIN COVERAGE	Months	Miles/Km (000)
Spicer axles, Propeller shaft, Eaton clutch, TTC Transmission	24	Unlimited

MISCELLANEOUS COVERAGE	Months	Miles/Km (000)
Batteries	12	Unlimited
Brightwork, Chassis Paint and Corrosion (other than Cab)	6	Unlimited
Hood/Cab Paint	12	Unlimited

FIRST 90 DAYS FROM DELIVERY TO USER (DTU)

Correction of loose fasteners, squeaks, rattles and unusual noises. Towing (unless coverage is stated above). Adjustments and Maintenance (such as air bleedings, adjust brakes/clutch, adjust steering system, check and fill coolant levels).

Navistar Diesel Engine Coverage Includes:

Engine block, cylinder heads, internally lubricated components fuel pump, high pressure pump, air compressor, injectors/nozzles; electronic engine modules, engine relays, engine sensors and regulators required for electronic engine operation, and certain aftertreatment components. Excluding: attaching accessories (e.g., fan clutch, alternator, starter, etc.), and externally mounted electrical and filtration systems.

WHAT IS NOT INCLUDED UNDER BASIC COVERAGE Components/Items

- Components warranted by their respective manufacturers (such as, non-International[®] brand engines, tires, Allison Transmissions, lubricants, etc.)
- Bodies, equipment, and accessories installed by other than authorized International[®] Truck employees at International[®] Truck manufacturing plants
- Front and rear axle alignment
- Front & Rear axle coverage excludes brakes, wheel ends, axle shafts, controls & attachments.

Repairs & Maintenance

- Maintenance-related items/repairs, or those needed as a result of normal wear and tear, including tune-ups, brake/clutch linings, windshield wiper blades, tire balancing, lubrication, and other similar procedures/parts required to keep vehicle in good working condition
- Failures that are the result of poor fuel quality, water in fuel, rust, etc.
- Repairs needed as a result of vehicle misuse, negligent care, improper maintenance, improper operation, or the result of accident or collision
- Fade, runs, mismatch or damage to paint, trim items, upholstery, chrome, polished surfaces, etc., resulting from environmental causes such as improper polishes, cleaners or washing solutions, or chemical and industrial fallout
- Failure to observe published capacity or load specifications for engine, transmission, propeller shaft, axles (powertrain) and suspension.

Other

- Vehicles sold and/or operated outside the United States and Canada
- Vehicles/components that have had unauthorized alterations or modifications
- Vehicles on which the odometer reading has been altered
- Loss of time or use of the vehicle, loss of profits, inconvenience, or other consequential or incidental damages or expenses
- Replacement of defective parts with parts other than those provided by Navistar, Inc

OBTAINING SERVICE

Return this vehicle to any International Truck Dealer authorized to service this model vehicle and engine.

This warranty is automatically transferred to subsequent owners at no charge. Visit your local Authorized International Truck Dealer for name and address change information.

Note: The customer has 365 days and up to a maximum of 100,000 miles (160,000 km) from DTU to purchase an extended warranty on the unit. For extended warranty purchases between 181 and 365 days from DTU and <100,000 miles (160,000 km) an additional fee will be assessed. See your local International dealer for details.

DISCLAIMER

NO WARRANTIES ARE GIVEN BEYOND THOSE DESCRIBED HEREIN. THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED. THE COMPANY SPECIFICALLY DISCLAIMS WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ALL OTHER REPRESENTATIONS TO THE USER/PURCHASER, AND ALL OTHER OBLIGATIONS OR LIABILITIES. THE COMPANY FURTHER EXCLUDES LIABILITY FOR INCIDENTAL AND CONSEQUENTIAL DAMAGES, ON THE PART OF THE COMPANY OR SELLER. No person is authorized to give any other warranties or to assume any liabilities on the Company's behalf unless made or assumed in writing by the Company, and no other person is authorized to give any warranties or to assume any liabilities on the seller's behalf unless made or assumed in writing by the seller.

Remedies Under State or Provincial Law: Some States and Provinces do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to the owner. This warranty gives the owner specific legal rights, and he may also have other legal rights which may vary by state or province.

RECORD OF OWNERSHIP

Upon receipt of new vehicle by original owner, complete the following:

I have read this Warranty Brochure and fully understand the warranty coverage. I acknowledge that I have received a copy of the Owner's Limited Warranty and I accept the terms described herein.

Customer Signature _____	Date _____
Owner's Address _____	City _____ State/Prov _____ Postal Code _____
Truck Model _____	Vehicle Identification Number _____
Engine Number _____	Engine Serial Number _____
Date Delivered to User (DTU) _____	Odometer Reading at Delivery _____

IMPORTANT: The information contained in this Warranty Policy explains the coverage provided on your new International® vehicle. This policy should be kept in the vehicle for presentation to the Dealer when you request warranty services.

Carolina
Freightliner
of
Raleigh

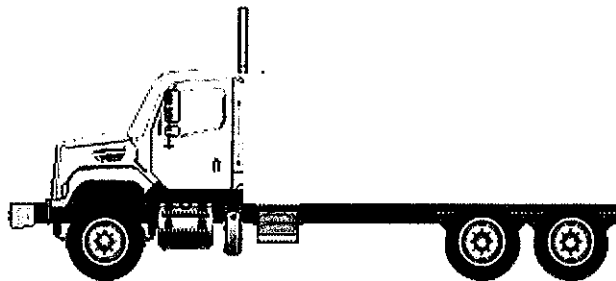
Prepared by:
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3500 YONKERS ROAD
RALEIGH, NC 27604

A proposal for

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CAROLINA FREIGHTLINER OF RALEIGH, LLC
Maury Rice

Dec 05, 2016

Freightliner 108SD



Components shown may not reflect all spec'd options and are not to scale

Application Version 9.1.109
Data Version PRL-15D.005
CES SMITHFIELD



S P E C I F I C A T I O N P R O P O S A L

Description	Weight Front	Weight Rear	Retail Price
Price Level			
SD PRL-15D (EFF:10/25/16)			STD
Data Version			
SPECPRO21 DATA RELEASE VER 005			N/C
Vehicle Configuration			
108SD CONVENTIONAL CHASSIS	6,829	3,748	\$120,630.00
2018 MODEL YEAR SPECIFIED			N/C
SET BACK AXLE - TRUCK			STD
STRAIGHT TRUCK PROVISION			STD
LH PRIMARY STEERING LOCATION			STD
General Service			
TRUCK CONFIGURATION			STD
DOMICILED, USA (EXCLUDING CALIFORNIA AND CARB OPT-IN STATES)			STD
REFUSE SERVICE			N/C
SANITATION BUSINESS SEGMENT			N/C
MOIST BULK COMMODITY			N/C
TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN TRANSIT, IS SPENT ON PAVED ROADS			STD
MAXIMUM 8% EXPECTED GRADE			STD
SMOOTH CONCRETE OR ASPHALT PAVEMENT - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE			STD
FREIGHTLINER SD VOCATIONAL WARRANTY			STD
EXPECTED FRONT AXLE(S) LOAD : 16000.0 lbs			
EXPECTED REAR DRIVE AXLE(S) LOAD : 40000.0 lbs			
EXPECTED GROSS VEHICLE WEIGHT CAPACITY : 56000.0 lbs			
Truck Service			



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Description	Weight Front	Weight Rear	Retail Price
REFUSE, SIDE LOAD OR REAR PACKER BODY - UNLOADS IN A LANDFILL			N/C
Engine			
CUM L9 300 HP @ 2000 RPM, 2200 GOV RPM, 860 LB/FT @ 1300 RPM			\$2,107.00
Electronic Parameters			
70 MPH ROAD SPEED LIMIT			N/C
CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT			N/C
PTO MODE ENGINE RPM LIMIT - 1100 RPM			N/C
PTO RPM WITH CRUISE SET SWITCH - 700 RPM			N/C
PTO RPM WITH CRUISE RESUME SWITCH - 800 RPM			N/C
PTO MODE CANCEL VEHICLE SPEED - 5 MPH			N/C
PTO GOVERNOR RAMP RATE - 250 RPM PER SECOND			N/C
PTO MINIMUM RPM - 700			N/C
REGEN INHIBIT SPEED THRESHOLD - 5 MPH			N/C
Engine Equipment			
2016 ONBOARD DIAGNOSTICS/2010 EPA/CARB/FINAL GHG17 CONFIGURATION			N/C
2008 CARB EMISSION CERTIFICATION - CLEAN IDLE (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD CORNER OF DRIVER DOOR)			\$109.00
NO 2013 ENGINE ESCALATOR			N/C
STANDARD OIL PAN			STD
ENGINE MOUNTED OIL CHECK AND FILL			STD
SIDE OF HOOD AIR INTAKE WITH FIREWALL MOUNTED DONALDSON AIR CLEANER AND PASSIVE PRECLEANER			\$482.00
DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE			STD
(2) ALLIANCE MODEL 1231, GROUP 31, 12 VOLT MAINTENANCE FREE 2250 CCA THREADED STUD BATTERIES			STD
BATTERY BOX FRAME MOUNTED			STD
STANDARD BATTERY JUMPERS			STD
LH BATTERY BOX MOUNTED AS FAR AFT AS POSSIBLE, NO GREATER THAN 60 INCHES BACK OF CAB			\$261.00



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Description	Weight Front	Weight Rear	Retail Price
WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN			STD
NON-POLISHED BATTERY BOX COVER			STD
POSITIVE LOAD DISCONNECT WITH CAB MOUNTED CONTROL SWITCH MOUNTED OUTBOARD DRIVER SEAT	8		\$230.00
POSITIVE AND NEGATIVE POSTS FOR JUMPSTART LOCATED ON FRAME NEXT TO STARTER	2		\$94.00
CUMMINS TURBOCHARGED 18.7 CFM AIR COMPRESSOR WITH INTERNAL SAFETY VALVE			STD
ELECTRONIC ENGINE INTEGRAL SHUTDOWN PROTECTION SYSTEM			STD
C-BRAKE BY JACOBS WITH LOW/OFF/HIGH BRAKING DASH SWITCH, ACTIVATES STOP LAMPS	80		\$2,578.00
RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE	30	25	\$798.00
ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND DASH MOUNTED REGENERATION REQUEST SWITCH			STD
11 FOOT 06 INCH (138 INCH+0/-5.9 INCH) EXHAUST SYSTEM HEIGHT			N/C
RH CURVED VERTICAL TAILPIPE B-PILLAR MOUNTED ROUTED FROM STEP			N/C
6 GALLON DIESEL EXHAUST FLUID TANK	-35	-10	(\$95.00)
100 PERCENT DIESEL EXHAUST FLUID FILL			(\$17.00)
STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING			STD
LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION			STD
STANDARD DIESEL EXHAUST FLUID TANK CAP			STD
ALUMINUM AFTERTREATMENT DEVICE/MUFFLER/TAILPIPE SHIELD(S)			N/C
HORTON DRIVEMASTER ADVANTAGE ON/OFF FAN DRIVE			STD
AUTOMATIC FAN CONTROL WITHOUT DASH SWITCH, NON ENGINE MOUNTED			STD
CUMMINS SPIN ON FUEL FILTER			STD
COMBINATION FULL FLOW/BYPASS OIL FILTER			STD
1200 SQUARE INCH ALUMINUM RADIATOR	10		STD



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Description	Weight Front	Weight Rear	Retail Price
ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT			STD
GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT			STD
CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES			STD
RADIATOR DRAIN VALVE			STD
1350 ADAPTER FLANGE FOR FRONT PTO PROVISION	20		\$218.00
PHILLIPS-TEMRO 1000 WATT/115 VOLT BLOCK HEATER	4		\$86.00
BLACK PLASTIC ENGINE HEATER RECEPTACLE MOUNTED UNDER LH DOOR			N/C
ELECTRIC GRID AIR INTAKE WARMER			STD
DELCO 12V 38MT HD STARTER WITH INTEGRATED MAGNETIC SWITCH			STD
Transmission			
ALLISON 3500 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION			(\$75.00)
Transmission Equipment			
ALLISON VOCATIONAL PACKAGE 170 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODEL RDS AND EVS			N/C
ALLISON VOCATIONAL RATING FOR REFUSE APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES			N/C
PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			STD
SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			STD
PRIMARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
SECONDARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
PRIMARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
SECONDARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD



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Description	Weight Front	Weight Rear	Retail Price
LOAD BASED SHIFT SCHEDULE AND VEHICLE ACCELERATION CONTROL RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED VOCATIONAL USAGE			STD
DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES			STD
VEHICLE INTERFACE WIRING CONNECTOR WITH PDM AND NO BLUNT CUTS, AT BACK OF CAB			\$772.00
ELECTRONIC TRANSMISSION CUSTOMER ACCESS CONNECTOR FIREWALL MOUNTED			\$38.00
CUSTOMER INSTALLED CHELSEA 277 SERIES PTO			N/C
PTO MOUNTING, LH SIDE OF MAIN TRANSMISSION			N/C
MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN			STD
PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED			STD
TRANSMISSION PROGNOSTICS - ENABLED 2013			STD
WATER TO OIL TRANSMISSION COOLER, IN RADIATOR END TANK			STD
TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK			STD
SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)			STD

Front Axle and Equipment

DETROIT DA-F-16.0-5 16,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE	190		\$1,865.00
MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES	10		N/C
NON-ASBESTOS FRONT BRAKE LINING			STD
CONMET CAST IRON FRONT BRAKE DRUMS			STD
FRONT BRAKE DUST SHIELDS	5		\$106.00
SKF SCOTSEAL PLUS XL FRONT OIL SEALS			STD
VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL			STD
STANDARD SPINDLE NUTS FOR ALL AXLES			STD
MERITOR AUTOMATIC FRONT SLACK ADJUSTERS			STD
STANDARD KING PIN BUSHINGS			STD



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Description	Weight Front	Weight Rear	Retail Price
TRW TAS-85 POWER STEERING	40		N/C
POWER STEERING PUMP			STD
4 QUART POWER STEERING RESERVOIR	5		\$48.00
OIL/AIR POWER STEERING COOLER	5		\$291.00
SYNTHETIC 75W-90 FRONT AXLE LUBE			\$11.00
Front Suspension			
18,000# FLAT LEAF FRONT SUSPENSION	290		\$767.00
GRAPHITE BRONZE BUSHINGS WITH SEALS - FRONT SUSPENSION			N/C
NO FRONT SHOCK ABSORBERS	-30		N/C
Rear Axle and Equipment			
MT-40-14XP 40,000# R-SERIES TANDEM REAR AXLE		2,530	\$10,668.00
5.29 REAR AXLE RATIO			\$147.00
IRON REAR AXLE CARRIER WITH OPTIONAL HEAVY DUTY AXLE HOUSING		40	\$105.00
MXL 176T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES	45	45	\$976.00
MXL 17T MERITOR EXTENDED LUBE INTERAXLE DRIVELINE WITH HALF ROUND YOKES			N/C
DRIVER CONTROLLED TRACTION DIFFERENTIAL - BOTH TANDEM REAR AXLES		30	\$1,234.00
(1) INTERAXLE LOCK VALVE, (1) DRIVER CONTROLLED DIFFERENTIAL LOCK FORWARD-REAR AND REAR-REAR AXLE VALVE			N/C
BLINKING LAMP WITH EACH INTERAXLE LOCK SWITCH, INTERAXLE UNLOCK DEFAULT WITH IGNITION OFF			N/C
BLINKING LAMP WITH EACH MODE SWITCH, DIFFERENTIAL UNLOCK WITH IGNITION OFF, ACTIVE <5 MPH			N/C
MERITOR 16.5X8.62 Q+ CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES			\$335.00
NON-ASBESTOS REAR BRAKE LINING			STD
BRAKE CAMS AND CHAMBERS ON FORWARD SIDE OF DRIVE AXLE(S)			N/C
CONMET CAST IRON REAR BRAKE DRUMS			STD
REAR BRAKE DUST SHIELDS		10	\$118.00
SKF SCOTSEAL PLUS XL REAR OIL SEALS			STD
BENDIX EVERSURE LONGSTROKE 2-DRIVE AXLES SPRING PARKING CHAMBERS		20	\$31.00

Application Version 9.1.109
 Data Version PRL-15D.005
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Description	Weight Front	Weight Rear	Retail Price
HALDEX AUTOMATIC REAR SLACK ADJUSTERS			\$88.00
SYNTHETIC 75W-90 REAR AXLE LUBE			\$197.00
STANDARD REAR AXLE BREATHER(S)			STD
Rear Suspension			
TUFTRAC 46,000# REAR SPRING SUSPENSION		480	\$5,868.00
TUFTRAC STANDARD RIDE HEIGHT			N/C
AXLE CLAMPING GROUP			N/C
56 INCH AXLE SPACING			N/C
FORE/AFT AND TRANSVERSE CONTROL RODS			N/C
REAR SHOCK ABSORBERS - ONE AXLE			N/C
Brake System			
WABCO 4S/4M ABS WITHOUT TRACTION CONTROL			STD
REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES			STD
FIBER BRAID PARKING BRAKE HOSE			STD
STANDARD BRAKE SYSTEM VALVES			STD
STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM			STD
STD U.S. FRONT BRAKE VALVE			STD
RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE			STD
BW AD-9 BRAKE LINE AIR DRYER WITH HEATER	20		N/C
AIR DRYER FRAME MOUNTED			STD
STEEL AIR TANKS MOUNTED AFT INSIDE AND/OR BELOW FRAME JUST FORWARD OF REAR SUSPENSION			\$231.00
PULL CABLE ON WET TANK, PETCOCK DRAIN VALVES ON ALL OTHER AIR TANKS			STD
Trailer Connections			
UPGRADED CHASSIS MULTIPLEXING UNIT			STD
Wheelbase & Frame			
5950MM (234 INCH) WHEELBASE			N/C
11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI	480	-40	\$950.00
1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT	220	410	\$1,169.00
1600MM (63 INCH) REAR FRAME OVERHANG			STD



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Description	Weight Front	Weight Rear	Retail Price
FRAME OVERHANG RANGE: 61 INCH TO 70 INCH			N/C
24 INCH INTEGRAL FRONT FRAME EXTENSION	115	-20	\$11.00
CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 168.45 in			
CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 165.45 in			
CALC'D FRAME LENGTH - OVERALL : 362.16			
CALC'D SPACE AVAILABLE FOR DECKPLATE : 168.45 in			
CALCULATED FRAME SPACE LH SIDE : 74.87 in			N/C
CALCULATED FRAME SPACE RH SIDE : 144.6 in			N/C
SQUARE END OF FRAME			STD
FRONT CLOSING CROSSMEMBER			STD
LIGHTWEIGHT HEAVY DUTY ALUMINUM ENGINE CROSSMEMBER	-12		\$50.00
STANDARD MIDSHIP #1 CROSSMEMBER(S)			STD
STANDARD REARMOST CROSSMEMBER			STD
HEAVY DUTY SUSPENSION CROSSMEMBER			N/C
Chassis Equipment			
14 INCH PAINTED STEEL BUMPER			STD
FRONT TOW HOOKS - FRAME MOUNTED	15		\$95.00
BUMPER MOUNTING FOR SINGLE LICENSE PLATE			STD
GRADE 8 THREADED HEX HEADED FRAME FASTENERS			STD
Fuel Tanks			
70 GALLON/264 LITER ALUMINUM FUEL TANK - LH	5		\$37.00
23 INCH DIAMETER FUEL TANK(S)			N/C
PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS			STD
FUEL TANK(S) FORWARD			STD
PLAIN STEP FINISH			STD
FUEL TANK CAP(S)			STD
DETROIT FUEL/WATER SEPARATOR WITH WATER IN FUEL SENSOR, HAND PRIMER AND 12 VOLT PREHEATER	-5		\$58.00
EQUIFLO INBOARD FUEL SYSTEM			STD



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	Description	Weight Front	Weight Rear	Retail Price
	HIGH TEMPERATURE REINFORCED NYLON FUEL LINE			STD
Tires				
	MICHELIN X WORKS Z 315/80R22.5 20 PLY RADIAL FRONT TIRES	100		\$486.00
	MICHELIN XDE M/S 11R22.5 16 PLY RADIAL REAR TIRES		88	(\$424.00)
Hubs				
	CONMET PRESET PLUS IRON FRONT HUBS			STD
	CONMET PRESET PLUS IRON REAR HUBS			STD
Wheels				
	ACCURIDE 29039 22.5X9.00 10-HUB PILOT 5.25 INSET 5-HAND STEEL DISC FRONT WHEELS	66		\$182.00
	MAXION WHEELS 90541 22.5X8.25 10-HUB PILOT 2-HAND STEEL DISC REAR WHEELS			(\$240.00)
Cab Exterior				
	108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB			STD
	AIR CAB MOUNTS			STD
	NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE			STD
	FRONT FENDERS SET-BACK AXLE			STD
	BOLT-ON MOLDED FLEXIBLE FENDER EXTENSIONS	10		\$84.00
	LH AND RH EXTERIOR GRAB HANDLES WITH SINGLE RUBBER INSERT			\$74.00
	BRIGHT FINISH RADIATOR SHELL/HOOD BEZEL			\$224.00
	STATIONARY BLACK GRILLE WITH BRIGHT ACCENTS			\$68.00
	CHROME HOOD MOUNTED AIR INTAKE GRILLE			\$15.00
	FIBERGLASS HOOD			STD
	SINGLE 14 INCH ROUND POLISHED AIR HORN ROOF MOUNTED			STD
	SINGLE ELECTRIC HORN			STD
	SINGLE HORN SHIELD			STD
	DOOR LOCKS AND IGNITION SWITCH KEYED THE SAME			STD
	REAR LICENSE PLATE MOUNT END OF FRAME			STD
	HALOGEN COMPOSITE HEADLAMPS WITH BRIGHT BEZELS			N/C



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Description	Weight Front	Weight Rear	Retail Price
LED AERODYNAMIC MARKER LIGHTS			\$37.00
DAYTIME RUNNING LIGHTS - LOW BEAM ONLY			\$21.00
OMIT STOP/TAIL/BACKUP LIGHTS AND PROVIDE WIRING WITH SEPARATE STOP/TURN WIRES TO 4 FEET BEYOND END OF FRAME		-5	(\$54.00)
STANDARD FRONT TURN SIGNAL LAMPS			STD
DUAL WEST COAST BRIGHT FINISH HEATED MIRRORS WITH LH AND RH REMOTE			\$330.00
DOOR MOUNTED MIRRORS			STD
102 INCH EQUIPMENT WIDTH			STD
LH AND RH 8 INCH BRIGHT FINISH CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS			N/C
RH DOWN VIEW MIRROR			\$23.00
RH AND LH 8 INCH STAINLESS STEEL FENDER MOUNTED CONVEX MIRRORS WITH TRIPOD BRACKETS	8		\$193.00
STANDARD SIDE/REAR REFLECTORS			STD
63X14 INCH TINTED REAR WINDOW			STD
TINTED DOOR GLASS LH AND RH WITH TINTED OPERATING WING WINDOWS			STD
MANUAL DOOR WINDOW REGULATORS			STD
TINTED WINDSHIELD			STD
8 LITER WINDSHIELD WASHER RESERVOIR, CAB MOUNTED, WITHOUT FLUID LEVEL INDICATOR			STD
Cab Interior			
OPAL GRAY VINYL INTERIOR			STD
MOLDED PLASTIC DOOR PANEL WITHOUT VINYL INSERT WITH ALUMINUM KICKPLATE LOWER DOOR			\$25.00
MOLDED PLASTIC DOOR PANEL WITHOUT VINYL INSERT WITH ALUMINUM KICKPLATE LOWER DOOR			\$25.00
BLACK MATS WITH SINGLE INSULATION			STD
DASH MOUNTED ASH TRAY(S) WITHOUT LIGHTER			STD
FORWARD ROOF MOUNTED CONSOLE WITH UPPER STORAGE COMPARTMENTS WITHOUT NETTING			STD
IN DASH STORAGE BIN			STD
(2) CUP HOLDERS LH AND RH DASH			STD
GRAY/CHARCOAL FLAT DASH			STD



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Description	Weight Front	Weight Rear	Retail Price
SMART SWITCH EXPANSION MODULE			\$234.00
5 LB. FIRE EXTINGUISHER	10		\$57.00
HEATER, DEFROSTER AND AIR CONDITIONER			STD
STANDARD HVAC DUCTING			STD
MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH			STD
STANDARD HEATER PLUMBING			STD
DENSO HEAVY DUTY AIR CONDITIONER COMPRESSOR			STD
BINARY CONTROL, R-134A			STD
STANDARD INSULATION			STD
SOLID-STATE CIRCUIT PROTECTION AND FUSES			STD
12V NEGATIVE GROUND ELECTRICAL SYSTEM			STD
DOME DOOR ACTIVATED LH AND RH, DUAL READING LIGHTS, FORWARD CAB ROOF			\$63.00
CAB DOOR LATCHES WITH MANUAL DOOR LOCKS			STD
(1) 12 VOLT POWER SUPPLY IN DASH			STD
TRIANGULAR REFLECTORS WITHOUT FLARES	10		\$25.00
BASIC HIGH BACK AIR SUSPENSION DRIVER SEAT WITH MECHANICAL LUMBAR AND INTEGRATED CUSHION EXTENSION	30		\$212.00
2 MAN TOOL BOX MID BACK NON SUSPENSION PASSENGER SEAT	20		\$178.00
LH AND RH INTEGRAL DOOR PANEL ARMRESTS			STD
BLACK CORDURA PLUS CLOTH DRIVER SEAT COVER			\$2.00
BLACK CORDURA PLUS CLOTH PASSENGER SEAT COVER			\$2.00
BLACK SEAT BELTS			STD
ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN	10		\$478.00
4-SPOKE 18 INCH (450MM) STEERING WHEEL			STD
DRIVER AND PASSENGER INTERIOR SUN VISORS			STD

Instruments & Controls

GRAY DRIVER INSTRUMENT PANEL	STD
GRAY CENTER INSTRUMENT PANEL	STD
BLACK GAUGE BEZELS	STD



Prepared by:
 Maury Rice
 CAROLINA FREIGHTLINER OF
 RALEIGH, LLC
 3500 YONKERS ROAD
 RALEIGH, NC 27604

Description	Weight Front	Weight Rear	Retail Price
LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM			STD
2 INCH PRIMARY AND SECONDARY AIR PRESSURE GAUGES			STD
INTAKE MOUNTED AIR RESTRICTION INDICATOR WITHOUT GRADUATIONS			STD
97 DB BACKUP ALARM		3	\$54.00
ELECTRONIC CRUISE CONTROL WITH SWITCHES IN LH SWITCH PANEL			STD
KEY OPERATED IGNITION SWITCH AND INTEGRAL START POSITION; 4 POSITION OFF/RUN/START/ACCESSORY			STD
ICU3S, 132X48 DISPLAY WITH DIAGNOSTICS, 28 LED WARNING LAMPS AND DATA LINKED			STD
HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH			STD
2 INCH ELECTRIC FUEL GAUGE			STD
PROGRAMMABLE RPM CONTROL - ELECTRONIC ENGINE			STD
ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE			STD
2 INCH TRANSMISSION OIL TEMPERATURE GAUGE			STD
ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY			STD
CUSTOMER FURNISHED AND INSTALLED PTO CONTROLS			N/C
ELECTRIC ENGINE OIL PRESSURE GAUGE			STD
OVERHEAD INSTRUMENT PANEL			\$76.00
AM/FM/WB WORLD TUNER RADIO WITH AUXILIARY INPUT, J1939	10		\$274.00
DASH MOUNTED RADIO			N/C
(2) RADIO SPEAKERS IN CAB			N/C
AM/FM ANTENNA MOUNTED ON FORWARD LH ROOF	2		N/C
ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER			STD
STANDARD VEHICLE SPEED SENSOR			STD
ELECTRONIC 3000 RPM TACHOMETER			STD
IGNITION SWITCH CONTROLLED ENGINE STOP			STD



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Description	Weight Front	Weight Rear	Retail Price
TWO ON/OFF ROCKER SWITCHES IN THE DASH WITH INDICATOR LIGHTS AND WIRE ROUTED TO CHASSIS AT BACK OF CAB, LABEL OPT			\$64.00
DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY			STD
SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY			STD
MARKER LIGHT SWITCH INTEGRAL WITH HEADLIGHT SWITCH			STD
ONE VALVE PARKING BRAKE SYSTEM WITH DASH VALVE CONTROL AUTONEUTRAL AND WARNING INDICATOR			\$39.00
SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, WASHER/WIPER AND HAZARD IN HANDLE			STD
INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH HAZARD LAMPS OVERRIDING STOP LAMPS			STD

Design

PAINT: ONE SOLID COLOR STD

Color

CAB COLOR A: L0006EB WHITE ELITE BC STD
 BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT STD
 NO FUEL TANK CABINET PAINT STD
 POWDER WHITE (N0006EA) FRONT WHEELS/RIMS (PKWHT21, TKWHT21, W, TW) STD
 POWDER WHITE (N0006EA) REAR WHEELS/RIMS (PKWHT21, TKWHT21, W, TW) STD
 STANDARD BLACK BUMPER PAINT STD
 STANDARD E COAT/UNDERCOATING STD

Certification / Compliance

U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS STD

Secondary Factory Options

CORPORATE PDI CENTER IN-SERVICE ONLY N/C

TOTAL VEHICLE SUMMARY

Adjusted List Price

Adjusted List Price ** \$156,499.00

Application Version 9.1.109
 Data Version PRL-15D.005
 CES SMITHFIELD



Weight Summary

	Weight Front	Weight Rear	Total Weight
Factory Weight ⁺	8622 lbs	7354 lbs	15976 lbs
Dealer Installed Options	0 lbs	0 lbs	0 lbs
Total Weight⁺	8622 lbs	7354 lbs	15976 lbs

ITEMS NOT INCLUDED IN ADJUSTED LIST PRICE

Other Factory Charges

2016 OBD/2010 EPA/CARB/GHG17 ESCALATOR	\$300.00
STANDARD DESTINATION CHARGE	\$2,000.00

Dealer Installed Options

	Weight Front	Weight Rear	Price
HEIL BODY PER REVISED QUOTE 12.5.16	0	0	\$77,101.00
Total Dealer Installed Options	0 lbs	0 lbs	\$77,101.00

(+) Weights shown are estimates only.

If weight is critical, contact Customer Application Engineering.

(**) Prices shown do not include taxes, fees, etc... "Net Equipment Selling Price" is located on the Quotation Details Proposal Report.



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 RALEIGH, NC 27604

Q U O T A T I O N

108SD CONVENTIONAL CHASSIS	
SET BACK AXLE - TRUCK	18,000# FLAT LEAF FRONT SUSPENSION
CUM L9 300 HP @ 2000 RPM, 2200 GOV RPM, 860 LB/FT @ 1300 RPM	108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
ALLISON 3500 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	5950MM (234 INCH) WHEELBASE
MT-40-14XP 40,000# R-SERIES TANDEM REAR AXLE	11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI
TUFTRAC 46,000# REAR SPRING SUSPENSION	1600MM (63 INCH) REAR FRAME OVERHANG
DETROIT DA-F-16.0-5 16,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE	1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT

	TOTAL # OF UNITS (1)	PER UNIT	TOTAL
VEHICLE PRICE	\$	92,041	\$ 92,041
EXTENDED WARRANTY	\$	0	\$ 0
DEALER INSTALLED OPTIONS	\$	77,101	\$ 77,101
CUSTOMER PRICE BEFORE TAX	\$	169,142	\$ 169,142

TAXES AND FEES			
FEDERAL EXCISE TAX (FET)	\$	(340.78)	\$ (340.78)
TAXES AND FEES	\$	0	\$ 0
OTHER CHARGES	\$	0	\$ 0

TRADE-IN			
TRADE-IN ALLOWANCE	\$	(0)	\$ (0)
BALANCE DUE	(LOCAL CURRENCY) \$	168,801.22	\$ 168,801.22

COMMENTS:

Projected delivery on ___ / ___ / ___ provided the order is received before ___ / ___ / ___.

APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X _____ Date: ___ / ___ / ___.



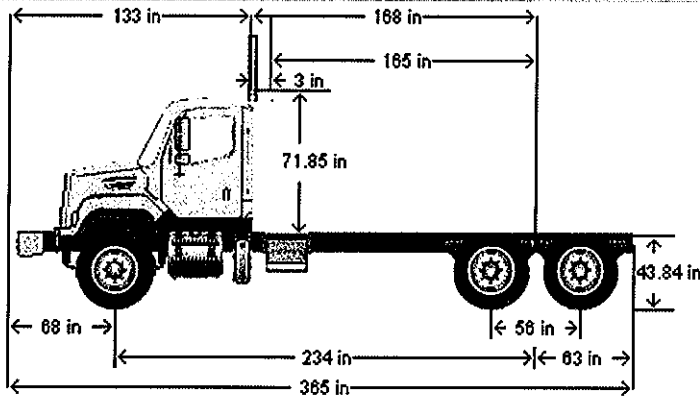
Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or contact us at Information@dtfoffers.com.

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to fit your business needs. For more information about our products and services, visit our website at www.daimler-truckfinancial.com.



D I M E N S I O N S



VEHICLE SPECIFICATIONS SUMMARY - DIMENSIONS

Wheelbase (545)	5950MM (234 INCH) WHEELBASE
Rear Frame Overhang (552)	1600MM (63 INCH) REAR FRAME OVERHANG
Fifth Wheel (578)	NO FIFTH WHEEL
Mounting Location (577)	NO FIFTH WHEEL LOCATION
Maximum Forward Position (in)	0
Maximum Rearward Position (in)	0
Amount of Slide Travel (in)	0
Slide Increment (in)	0
Desired Slide Position (in)	0.0
Cab Size (829)	108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
Sleeper (682)	NO SLEEPER BOX/SLEEPER CAB
Exhaust System (016)	RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE

TABLE SUMMARY - DIMENSIONS

Prepared by:
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 3500 YONKERS ROAD
 RALEIGH, NC 27604

Dimensions	Inches
Bumper to Back of Cab (BBC)	133.3
Bumper to Centerline of Front Axle (BA)	67.7
Min. Cab to Body Clearance (CB)	3.0
Back of Cab to Centerline of Rear Axle(s) (CA)	168.4
Effective Back of Cab to Centerline of Rear Axle(s) (Effective CA)	165.4
Back of Cab Protrusions (Exhaust/Intake) (CP)	0.0
Back of Cab Protrusions (Side Extenders/Trim Tab) (CP)	0.0
Back of Cab Protrusions (CNG Tank)	0.0
Back of Cab Clearance (CL)	3.0
Back of Cab to End of Frame	231.4
Cab Height (CH)	71.9
Wheelbase (WB)	234.0
Frame Overhang (OH)	63.0
Overall Length (OAL)	364.7
Rear Axle Spacing	56.0
Unladen Frame Height at Centerline of Rear Axle	43.8

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.



G V W R

VEHICLE SPECIFICATIONS SUMMARY - GVWR

Cab Size (829)	108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
Expected Front Axle(s) Load (lbs)	16000.0
Expected Pusher Axle(s) Load (lbs)	0.0
Expected Rear Axle(s) Load (lbs)	40000.0
Expected Tag Axle(s) Load (lbs)	0.0
Expected GVW (lbs)	56000
Expected GCW (lbs)	0.0
Front Axle (400)	DETROIT DA-F-16.0-5 16,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE
Front Suspension (620)	18,000# FLAT LEAF FRONT SUSPENSION
Front Hubs (418)	CONMET PRESET PLUS IRON FRONT HUBS
Front Disc Wheels (502)	ACCURIDE 29039 22.5X9.00 10-HUB PILOT 5.25 INSET 5-HAND STEEL DISC FRONT WHEELS
Front Tires (093)	MICHELIN X WORKS Z 315/80R22.5 20 PLY RADIAL FRONT TIRES
Front Brakes (402)	MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES
Steering Gear (536)	TRW TAS-85 POWER STEERING
Rear Axle (420)	MT-40-14XP 40,000# R-SERIES TANDEM REAR AXLE
Rear Suspension (622)	TUFTRAC 46,000# REAR SPRING SUSPENSION
Rear Hubs (450)	CONMET PRESET PLUS IRON REAR HUBS
Rear Disc Wheels (505)	MAXION WHEELS 90541 22.5X8.25 10-HUB PILOT 2-HAND STEEL DISC REAR WHEELS
Rear Tires (094)	MICHELIN XDE M/S 11R22.5 16 PLY RADIAL REAR TIRES
Rear Brakes (423)	MERITOR 16.5X8.62 Q+ CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES
Pusher / Tag Axle (443)	NO PUSHER OR TAG AXLE
Pusher / Tag Suspension (626)	NO PUSHER OR TAG SUSPENSION
Pusher / Tag Hubs (449)	NO PUSHER OR TAG HUBS
Pusher/Tag Disc Wheels (509)	NO PUSHER/TAG DISC WHEELS
Pusher / Tag Tires (095)	NO PUSHER/TAG TIRES
Pusher / Tag Brakes (456)	NO PUSHER/TAG BRAKES

TABLE SUMMARY - GVWR



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 RALEIGH, NC 27604

	Front	Rear 1	Rear 2
Axle Component Weight Ratings			
Axles	16000	20000	20000
Suspension	18000	23000	23000
Hubs	23000	26000	26000
Brakes	18000	20000	20000
Wheels	20000	29600	29600
Tires	18180	24020	24020
Power Steering	18000	N/A	N/A
GAWR (per axle)	16000	20000	20000
GAWR (per axle system)	16000		40000
Expected Load (per axle system)	16000		40000
Vehicle GVWR Summary			
Calculated GVWR	56000		
Expected GVWR	56000		
All weights displayed in pounds			

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.





Request for City Council Action

**Consent
Agenda
Item:** Purchase of
Vehicle
Date: 01/03/2017

Subject: Purchase of New Vehicle

Department: Public Utilities

Presented by: Ted Credle

Presentation: No

Issue Statement

The purchase of a New Vehicle (truck) was approved by Town Council for this years' budget and was quoted.

Financial Impact

None – Approved in FY 2016-2017 budget

The capital project budget was approved as \$35,000

Action Needed

Approve purchase of new vehicle

Recommendation

Staff recommends the approval of the purchase of the vehicle from Deacon Jones in the amount of \$29,344.40

Approved: City Manager City Attorney

Attachments:

Price quote/documentation from Deacon Jones
Price quote/documentation from Hendrick Auto
Price quote/documentation from Capital Chevrolet



Staff Report

**Business
Agenda
Item:** **Purchase
of
vehicle**

As part of the approved budget for the present fiscal year (2016-2017), the Town Council approved funding to purchase a new vehicle for the Water/Sewer division in Public Utilities.

The quoted vehicle is under the approved budget and will fit Town needs.

Deacon Jones Proposal

Prepared By:
 administrator
 Roger Wood
 Commercial Manager
 Smithfield, NC 27577
 Phone: (919) 202-3636
 Email: rwood@deaconmail.com

2017 Fleet/Non-Retail Chevrolet Colorado 4WD Crew Cab 128.3" WT 12M4

SELECTED MODEL & OPTIONS

SELECTED MODEL - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

<u>Code</u>	<u>Description</u>	<u>MSRP</u>	<u>VQ2</u>
12M43	2017 Chevrolet Colorado 4WD Crew Cab 128.3" WT	\$30,820.00	\$28,354.40

SELECTED VEHICLE COLORS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

<u>Code</u>	<u>Description</u>
-	Interior: No color has been selected.
-	Exterior 1: No color has been selected.
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>	<u>VQ2</u>
EMISSIONS			
FE9	EMISSIONS, FEDERAL REQUIREMENTS	\$0.00	\$0.00
ENGINE			
LGZ	ENGINE, 3.6L DI DOHC V6 VVT (308 hp [230.0 kW] @ 6800 rpm, 275 lb-ft of torque [373 N-m] @ 4000 rpm) (Standard on Crew Cab models.) (STD)	\$0.00	\$0.00
TRANSMISSION			
M5T	TRANSMISSION, 8-SPEED AUTOMATIC (Requires (LGZ) 3.6L DI DOHC V6 engine. Standard on Crew Cab models. Available on Extended Cab models.) (STD)	\$0.00	\$0.00
GVWR			
C5J	GVWR, 6000 LBS. (2722 KG) (Standard on Crew Cab models with (LGZ) 3.6L DI DOHC V6 engine only.) (STD)	\$0.00	\$0.00
AXLE			
GU6	REAR AXLE, 3.42 RATIO (Requires (LGZ) 3.6L DI DOHC V6 engine or (LWN) 2.8L Duramax Turbo-Diesel engine.)	INC	INC

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 Customer File:

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2017 Fleet/Non-Retail Chevrolet Colorado 4WD Crew Cab 128.3" WT 12M4

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>	<u>VQ2</u>
PREFERRED EQUIPMENT GROUP			
4WT	WORK TRUCK PREFERRED EQUIPMENT GROUP includes standard equipment	\$0.00	\$0.00
WHEEL TYPE			
RS1	WHEELS, 16" X 7" (40.6 CM X 17.8 CM) ULTRA SILVER METALLIC CAST ALUMINUM (Included and only available with (PCX) Work Truck Appearance Package.)	INC	INC
TIRES			
QJJ	TIRES, P265/70R16 ALL-SEASON, BLACKWALL (STD)	\$0.00	\$0.00
SPARE TIRE			
ZJJ	TIRE, SPARE P265/70R16 ALL-SEASON, BLACKWALL (Included and only available with (S1K) 16" x 7" (40.6 cm x 17.8 cm) steel spare wheel.)	INC	INC
PAINT SCHEME			
ZY1	SOLID PAINT	\$0.00	\$0.00
PAINT			
GAZ	SUMMIT WHITE	\$0.00	\$0.00
SEAT TYPE			
AR7	SEATS, FRONT BUCKET (STD)	\$0.00	\$0.00
SEAT TRIM			
H2Q	JET BLACK/DARK ASH, VINYL SEAT TRIM	\$0.00	\$0.00
RADIO			
IOB	AUDIO SYSTEM, CHEVROLET MYLINK RADIO WITH 7" DIAGONAL COLOR TOUCH-SCREEN, AM/FM STEREO with seek-and-scan and digital clock, includes USB ports, auxiliary jack, Bluetooth streaming audio for music and most phones; featuring Android Auto and Apple CarPlay capability for compatible phone (Included with (PCP) Custom Special Edition. Includes (UE1) OnStar and (VV4) OnStar 4G LTE Wi-Fi hotspot.)	\$375.00	\$330.00
ADDITIONAL EQUIPMENT			

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2017 Fleet/Non-Retail Chevrolet Colorado 4WD Crew Cab 128.3" WT 12M4

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>	<u>VQ2</u>
ADDITIONAL EQUIPMENT			
PCN	WT CONVENIENCE PACKAGE includes (ATG) Remote Keyless Entry, (UTJ) theft-deterrent system, (K34) electronic cruise control and (PPA) EZ-Lift tailgate	\$490.00	\$431.20
PCX	WORK TRUCK APPEARANCE PACKAGE includes (RS1) 16" x 7" (40.6 cm x 17.8 cm) Ultra Silver Metallic cast aluminum wheels, (DL6) outside power-adjustable, body-color, remote, manual-folding mirrors, (9B7) spotter mirror, (VT5) body-color rear bumper, (BW4) chrome beltline moldings and (D75) body-color door handles (Requires (PCN) WT Convenience Package. Not available with (PCP) Custom Special Edition or (TGK) Special Paint.)	\$435.00	\$382.80
G80	DIFFERENTIAL, AUTOMATIC LOCKING REAR (Available with (LCV) 2.5L I4 engine. Requires (Z82) Trailing Package when (LWN) 2.8L Duramax Turbo-Diesel engine is ordered.)	\$325.00	\$286.00
Z82	TRAILERING PACKAGE, HEAVY-DUTY includes trailer hitch and 7-pin connector (Requires (G80) automatic locking rear differential and (LGZ) 3.6L DI DOHC V6 engine or (LWN) 2.8L Duramax Turbo-Diesel engine.)	\$250.00	\$220.00
VT5	BUMPER, REAR BODY-COLOR (Included and only available with (PCX) Work Truck Appearance Package or (PCP) Custom Special Edition.)	INC	INC
BW4	MOLDINGS, CHROME BELTLINE (Included and only available with (PCX) Work Truck Appearance Package.)	INC	INC
DL6	MIRRORS, OUTSIDE POWER-ADJUSTABLE, BODY-COLOR, MANUAL-FOLDING (Included and only available with (PCX) Work Truck Appearance Package or (PCP) Custom Special Edition.)	INC	INC
9B7	MIRROR, SPOTTER, LOCATED IN CORNER OF DRIVER-SIDE OUTSIDE MIRROR (Included and only available with (PCX) Work Truck Appearance Package.)	INC	INC
D75	DOOR HANDLES, BODY-COLOR (Included and only available with (PCX) Work Truck Appearance Package or (PCP) Custom Special Edition.)	INC	INC
PPA	TAILGATE, EZ-LIFT AND LOWER (Included and only available with (PCN) WT Convenience Package.)	INC	INC

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2017 Fleet/Non-Retail Chevrolet Colorado 4WD Crew Cab 128.3" WT 12M4

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>	<u>VQ2</u>
ADDITIONAL EQUIPMENT			
VV4	ONSTAR 4G LTE AND BUILT-IN WI-FI HOTSPOT connects to the Internet at 4G LTE speeds; includes OnStar Data Trial for 3 months or 3GB (whichever comes first) (Included and only available with (IOB) Chevrolet MyLink Radio with 7" diagonal color touch-screen. Visit www.onstar.com for coverage map, details and system limitations. Services vary by model. OnStar acts as a link to existing emergency service providers. Not all vehicles may transmit all crash data. Available Wi-Fi requires compatible mobile device, active OnStar service and data plan. Data plans provided by AT&T.)	INC	INC
K34	CRUISE CONTROL, ELECTRONIC, AUTOMATIC (Included and only available with (PCN) WT Convenience Package.)	INC	INC
ATG	REMOTE KEYLESS ENTRY, EXTENDED RANGE (Included and only available with (PCN) WT Convenience Package.)	INC	INC
UTJ	THEFT-DETERRENT SYSTEM, UNAUTHORIZED ENTRY (Included and only available with (PCN) WT Convenience Package.)	INC	INC
UE1	ONSTAR GUIDANCE PLAN FOR 3 MONTHS including Automatic Crash Response, Stolen Vehicle Assistance, Roadside Assistance, Turn-by-Turn Navigation, Advanced Diagnostics and more (trial excludes Hands-Free Calling) (Included and only available with (IOB) Chevrolet MyLink Radio with 7" diagonal color touch-screen. Fleet orders receive a 6-month trial. Visit www.onstar.com for coverage map, details and system limitations. Services vary by model. OnStar acts as a link to existing emergency service providers. Not all vehicles may transmit all crash data.)	INC	INC
—	ONSTAR BASIC PLAN FOR 5 YEARS includes limited vehicle mobile app features, Monthly Diagnostics Report and Dealer Maintenance Notification (Included and only available with (IOB) Chevrolet MyLink Radio with 7" diagonal color touch-screen. Basic Plan available for 5 years from the date of vehicle delivery and is transferable. Does not include Emergency, Security or Navigation services.)	INC	INC
VQ2	FLEET PROCESSING OPTION	\$0.00	\$0.00

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2017 Fleet/Non-Retail Chevrolet Colorado 4WD Crew Cab 128.3" WT 12M4

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>	<u>VQ2</u>
	OPTIONS TOTAL	\$1,875.00	\$1,650.00

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2017 Fleet/Non-Retail Chevrolet Colorado 4WD Crew Cab 128.3" WT 12M4

PRICING SUMMARY

PRICING SUMMARY - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

	<u>MSRP</u>	<u>VQ2</u>
Base Price	\$30,820.00	\$28,354.40
Total Options:	\$1,875.00	\$1,650.00
Vehicle Subtotal	\$32,695.00	\$30,004.40
Advert/Adjustments	\$0.00	\$0.00
Destination Charge	\$940.00	\$940.00
GRAND TOTAL	\$33,635.00	\$30,944.40

+ 200.00

31,144.40

- 1800.00

29,344.40

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Customer File:

Deacon Jones Proposal

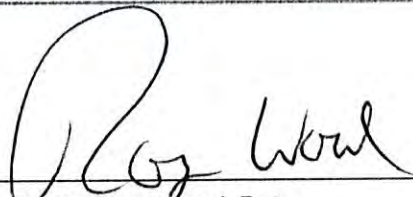
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2017 Fleet/Non-Retail Chevrolet Colorado 4WD Crew Cab 128.3" WT 12M4

QUOTE WORKSHEET

QUOTE WORKSHEET - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

Customer Signature / Date

 11-28-16
Dealer Signature / Date

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Customer File:

Capital Chevrolet Proposal

Prepared By:

Rod Mitchell

Capital Chevrolet

1820 Capital Blvd

Raleigh, NC 27604

Phone: (919) 573-8530

Fax: (919) 856-8859

Email: rmitchell@capitalchevrolet.com

2017 Chevrolet Colorado

12M43 4WD Crew Cab 128.3" WT

Your Price \$ 30,052.00

Photo may not represent exact vehicle or selected equipment.

Capital Chevrolet Proposal

SELECTED MODEL & OPTIONS

SELECTED MODEL - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
12M43	2017 Chevrolet Colorado 4WD Crew Cab 128.3" WT	\$30,820.00

SELECTED VEHICLE COLORS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

<u>Code</u>	<u>Description</u>
-	Interior: No color has been selected.
-	Exterior 1: No color has been selected.
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
EMISSIONS FE9	EMISSIONS, FEDERAL REQUIREMENTS	\$0.00
ENGINE LGZ	ENGINE, 3.6L DI DOHC V6 VVT (308 hp [230.0 kW] @ 6800 rpm, 275 lb-ft of torque [373 N-m] @ 4000 rpm) (Standard on Crew Cab models.) (STD)	\$0.00
TRANSMISSION M5T	TRANSMISSION, 8-SPEED AUTOMATIC (Requires (LGZ) 3.6L DI DOHC V6 engine. Standard on Crew Cab models. Available on Extended Cab models.) (STD)	\$0.00
GVWR C5J	GVWR, 6000 LBS. (2722 KG) (Standard on Crew Cab models with (LGZ) 3.6L DI DOHC V6 engine only.) (STD)	\$0.00
AXLE GU6	REAR AXLE, 3.42 RATIO (Requires (LGZ) 3.6L DI DOHC V6 engine or (LWN) 2.8L Duramax Turbo-Diesel engine.)	INC
PREFERRED EQUIPMENT GROUP 4WT	WORK TRUCK PREFERRED EQUIPMENT GROUP includes standard equipment	\$0.00
WHEEL TYPE RS1	WHEELS, 16" X 7" (40.6 CM X 17.8 CM) ULTRA SILVER METALLIC CAST ALUMINUM (Included and only available with (PCX) Work Truck Appearance Package.)	INC
TIRES QJJ	TIRES, P265/70R16 ALL-SEASON, BLACKWALL (STD)	\$0.00
SPARE TIRE ZJJ	TIRE, SPARE P265/70R16 ALL-SEASON, BLACKWALL (Included and only available with (S1K) 16" x 7" (40.6 cm x 17.8 cm) steel spare wheel.)	INC
PAINT SCHEME ZY1	SOLID PAINT	\$0.00
PAINT		

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Capital Chevrolet Proposal

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

<u>CATEGORY</u>			
<u>Code</u>	<u>Description</u>		<u>MSRP</u>
PAINT			
GAZ	SUMMIT WHITE		\$0.00
SEAT TYPE			
AR7	SEATS, FRONT BUCKET (STD)		\$0.00
SEAT TRIM			
H2Q	JET BLACK/DARK ASH, VINYL SEAT TRIM		\$0.00
RADIO			
IOB	AUDIO SYSTEM, CHEVROLET MYLINK RADIO WITH 7" DIAGONAL COLOR TOUCH-SCREEN, AM/FM STEREO with seek-and-scan and digital clock, includes USB ports, auxiliary jack, Bluetooth streaming audio for music and most phones; featuring Android Auto and Apple CarPlay capability for compatible phone (Included with (PCP) Custom Special Edition. Includes (UE1) OnStar and (VV4) OnStar 4G LTE Wi-Fi hotspot.)		\$375.00
ADDITIONAL EQUIPMENT			
PCN	WT CONVENIENCE PACKAGE includes (ATG) Remote Keyless Entry, (UTJ) theft-deterrent system, (K34) electronic cruise control and (PPA) EZ-Lift tailgate		\$490.00
PCX	WORK TRUCK APPEARANCE PACKAGE includes (RS1) 16" x 7" (40.6 cm x 17.8 cm) Ultra Silver Metallic cast aluminum wheels, (DL6) outside power-adjustable, body-color, remote, manual-folding mirrors, (9B7) spotter mirror, (VT5) body-color rear bumper, (BW4) chrome beltline moldings and (D75) body-color door handles (Requires (PCN) WT Convenience Package. Not available with (PCP) Custom Special Edition or (TGK) Special Paint.)		\$435.00
G80	DIFFERENTIAL, AUTOMATIC LOCKING REAR (Available with (LCV) 2.5L I4 engine. Requires (Z82) Trailering Package when (LWN) 2.8L Duramax Turbo-Diesel engine is ordered.)		\$325.00
Z82	TRAILERING PACKAGE, HEAVY-DUTY includes trailer hitch and 7-pin connector (Requires (G80) automatic locking rear differential and (LGZ) 3.6L DI DOHC V6 engine or (LWN) 2.8L Duramax Turbo-Diesel engine.)		\$250.00
VT5	BUMPER, REAR BODY-COLOR (Included and only available with (PCX) Work Truck Appearance Package or (PCP) Custom Special Edition.)		INC
BW4	MOLDINGS, CHROME BELTLINE (Included and only available with (PCX) Work Truck Appearance Package.)		INC
DL6	MIRRORS, OUTSIDE POWER-ADJUSTABLE, BODY-COLOR, MANUAL-FOLDING (Included and only available with (PCX) Work Truck Appearance Package or (PCP) Custom Special Edition.)		INC
9B7	MIRROR, SPOTTER, LOCATED IN CORNER OF DRIVER-SIDE OUTSIDE MIRROR (Included and only available with (PCX) Work Truck Appearance Package.)		INC
D75	DOOR HANDLES, BODY-COLOR (Included and only available with (PCX) Work Truck Appearance Package or (PCP) Custom Special Edition.)		INC
PPA	TAILGATE, EZ-LIFT AND LOWER (Included and only available with (PCN) WT Convenience Package.)		INC

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Capital Chevrolet Proposal

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
ADDITIONAL EQUIPMENT		
CGN	BEDLINER, SPRAY-ON, BLACK WITH CHEVROLET LOGO (Not available with (VZX) Bedliner, LPO, (VBR) rubber bed mat, LPO, (VUK) tailgate liner, LPO or any Ship Thru code.)	\$475.00
VV4	ONSTAR 4G LTE AND BUILT-IN WI-FI HOTSPOT connects to the Internet at 4G LTE speeds; includes OnStar Data Trial for 3 months or 3GB (whichever comes first) (Included and only available with (IOB) Chevrolet MyLink Radio with 7" diagonal color touch-screen. Visit www.onstar.com for coverage map, details and system limitations. Services vary by model. OnStar acts as a link to existing emergency service providers. Not all vehicles may transmit all crash data. Available Wi-Fi requires compatible mobile device, active OnStar service and data plan. Data plans provided by AT&T.)	INC
B38	FLOOR COVERING, FULL-LENGTH BLACK VINYL (Deletes (B34) front carpeted floor mats and (B35) rear carpeted floor mats.)	\$0.00
K34	CRUISE CONTROL, ELECTRONIC, AUTOMATIC (Included and only available with (PCN) WT Convenience Package.)	INC
ATG	REMOTE KEYLESS ENTRY, EXTENDED RANGE (Included and only available with (PCN) WT Convenience Package.)	INC
UTJ	THEFT-DETERRENT SYSTEM, UNAUTHORIZED ENTRY (Included and only available with (PCN) WT Convenience Package.)	INC
UE1	ONSTAR GUIDANCE PLAN FOR 3 MONTHS including Automatic Crash Response, Stolen Vehicle Assistance, Roadside Assistance, Turn-by-Turn Navigation, Advanced Diagnostics and more (trial excludes Hands-Free Calling) (Included and only available with (IOB) Chevrolet MyLink Radio with 7" diagonal color touch-screen. Fleet orders receive a 6-month trial. Visit www.onstar.com for coverage map, details and system limitations. Services vary by model. OnStar acts as a link to existing emergency service providers. Not all vehicles may transmit all crash data.)	INC
—	ONSTAR BASIC PLAN FOR 5 YEARS includes limited vehicle mobile app features, Monthly Diagnostics Report and Dealer Maintenance Notification (Included and only available with (IOB) Chevrolet MyLink Radio with 7" diagonal color touch-screen. Basic Plan available for 5 years from the date of vehicle delivery and is transferable. Does not include Emergency, Security or Navigation services.)	INC
R9Y	FLEET FREE MAINTENANCE CREDIT. This option code provides a credit in lieu of the free oil changes, tire rotations and inspections (2 maximum), during the first 24 months and 24,000 miles period for this ordered vehicle. The invoice will detail the applicable credit. The customer will be responsible for all oil change, tire rotations and inspections costs for this vehicle. (Requires one of the following Fleet or Government order types: FBC, FBN, FCA, FCN, FLS, FNR, FRC or FGO. Not available with FDR order types.) *CREDIT*	-\$67.50
VQ2	FLEET PROCESSING OPTION	\$0.00

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Capital Chevrolet Proposal

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
	OPTIONS TOTAL	\$2,282.50

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PRICING SUMMARY

PRICING SUMMARY - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

	<u>MSRP</u>
Base Price	\$30,820.00
Total Options:	\$2,282.50
Vehicle Subtotal	\$33,102.50
Advert/Adjustments	\$0.00
Destination Charge	\$940.00
GRAND TOTAL	\$34,042.50

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Capital Chevrolet Proposal

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

ENTERTAINMENT

- Audio system, 4.2" diagonal color display, AM/FM stereo with USB port and auxiliary jack
- Audio system feature, 6-speaker system
- Audio system feature, USB port, located on instrument panel

EXTERIOR

- Wheels, 16" x 7" (40.6 cm x 17.8 cm) Ultra Silver Metallic steel
- Tires, P265/70R16 all-season, blackwall
- Pickup box
- Wheel, spare, 16" x 7" (40.6 cm x 17.8 cm) steel (Requires (LGZ) 3.6L DI DOHC V6 engine or (LWN) 2.8L Duramax Turbo-Diesel engine. Standard on Crew Cab Long Box models.)
- Bumper, rear chrome
- CornerStep, rear bumper
- Moldings, Black beltline
- Headlamps, halogen with automatic exterior lamp control
- Cargo box light, back of cab
- Mirrors, outside remote with manual-folding, Black
- Glass, windshield shade band
- Door handles, Black
- Tailgate, locking
- Tailgate handle, Black

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Capital Chevrolet Proposal

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

INTERIOR

- Seats, front bucket
- Seat adjuster, driver 4-way power with manual recline
- Seat adjuster, passenger 2-way manual fore/aft with manual recline
- Seat, rear folding bench (Crew Cab models only.)
- Console, floor, front compartment, custom
- Floor covering, color-keyed carpeting
- Floor mats, carpeted front (Deleted when (B38) full-length Black vinyl floor covering is ordered. Requires (B30) color-keyed carpeting floor covering.)
- Floor mats, carpeted rear (Requires (B30) color-keyed carpeting floor covering.)
- Steering wheel, urethane
- Steering column, tilt, manual
- Speedometer, miles/kilometers
- Display, driver instrument information enhanced, one color
- Windows, power with driver Express-Up and Down
- Door locks, power
- Theft-deterrent system, immobilization
- Air conditioning, single-zone manual climate control
- Handles, door release, front and rear, Jet Black
- Mirror, inside rearview manual day/night
- Visors, driver and front passenger with passenger vanity mirror
- Lighting, interior, center dome

MECHANICAL

- Engine, 3.6L DI DOHC V6 VVT (308 hp [230.0 kW] @ 6800 rpm, 275 lb-ft of torque [373 N-m] @ 4000 rpm) (Standard on Crew Cab models.)
- Transmission, 8-speed automatic (Requires (LGZ) 3.6L DI DOHC V6 engine. Standard on Crew Cab models. Available on Extended Cab models.)
- Rear axle, 3.42 ratio (Requires (LGZ) 3.6L DI DOHC V6 engine or (LWN) 2.8L Duramax Turbo-Diesel engine.)
- GVWR, 6000 lbs. (2722 kg) (Standard on Crew Cab models with (LGZ) 3.6L DI DOHC V6 engine only.)
- Transfer case, electric, 2-speed
- Four wheel drive
- Tow/Haul Mode (Included and only available with (LGZ) 3.6L DI DOHC V6 engine or (LWN) 2.8L Duramax Turbo-Diesel engine. Standard on Crew Cab Long Box.)
- Recovery hooks, front (Deleted when (PDZ) Chrome Appearance Package, LPO is ordered.)
- Brakes, 4-wheel antilock, 4-wheel disc

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Capital Chevrolet Proposal

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail 12M43 4WD Crew Cab 128.3" WT

SAFETY

- StabiliTrak, stability control system
- Traction control, electronic
- Daytime Running Lamps
- Air bags, dual-stage frontal and side-impact, driver and front passenger and head-curtain and seat-mounted side-impact, front and rear outboard seating positions with Passenger Sensing System (Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Rear Vision Camera
- Teen Driver mode a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to encourage safe driving behavior. It can limit certain vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report gives you information on your teen's driving habits and helps you to continue to coach your new driver
- Tire Pressure Monitor System

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Hendrick Auto Proposal

From: Cowing, Jacob <Jacob.Cowing@HendrickAuto.com>
Sent: Wednesday, November 23, 2016 10:14 AM
To: Pat Butler
Subject: Colorado

Stock # L23682 2016 4X4 LT Crew Cab

Total Purchase \$32,198.00

Out the Door Price \$34,182.46

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Staff Report

Consent Agenda Item: **New Hire / Vacancy Report**
Date: **01/03/2017**

Date of Meeting: January 03, 2016

Date Prepared: December 21, 2016

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:

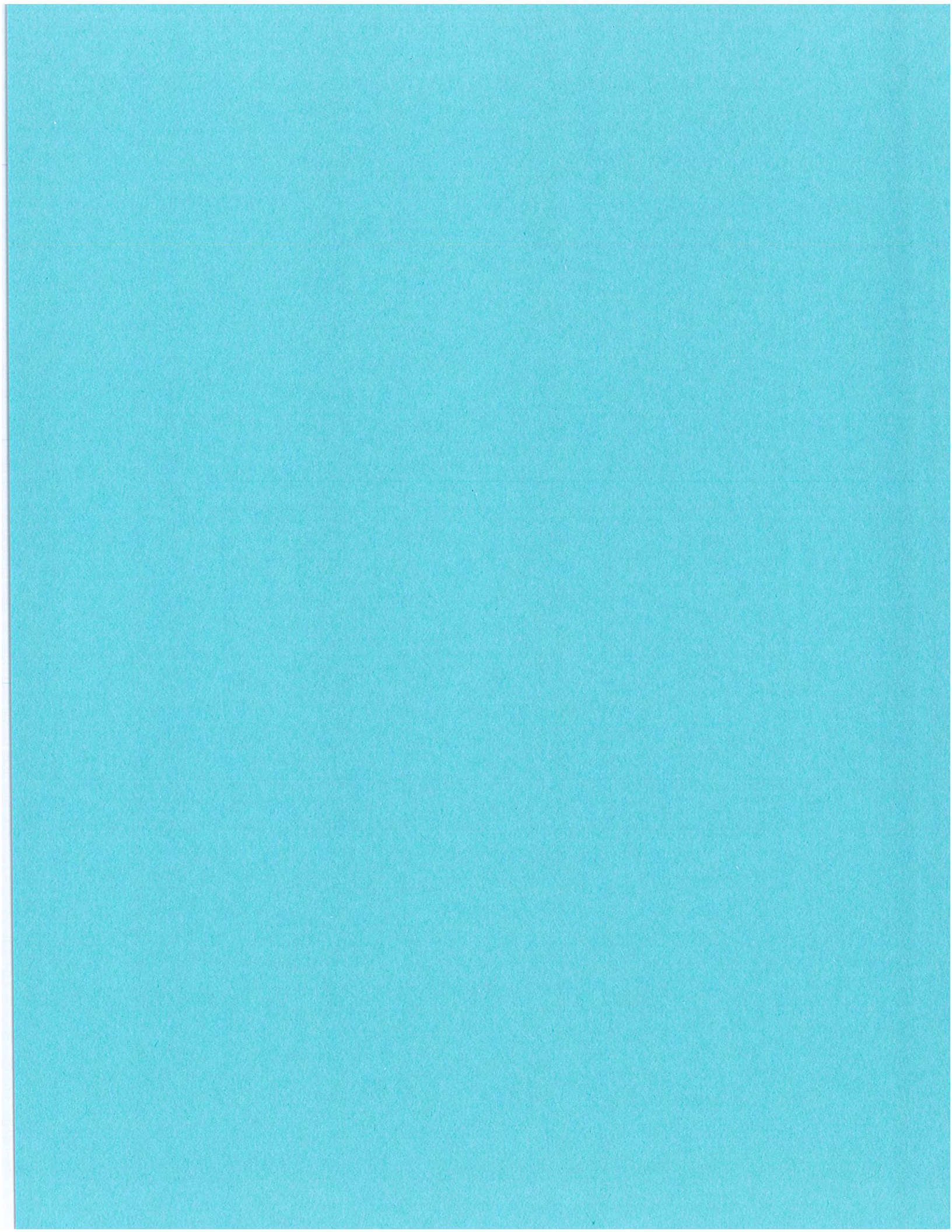
<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Code Enforcement Officer	Planning	10-4900-0200
Police Officer	Police	10-5100-0200
(2) Equipment Operators	PW – Sanitation	10-5800-0200
Sanitation Crew Leader	PW - Sanitation	10-5800-0200
Water Plant Operator	PU – Water Plant	30-7200-0200

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>
Public Works Supervisor	PW – Sanitation	10-5800-0200	\$18.55/hr (\$38,584.00/yr)

Business Items





Request for City Council Action

Business Agenda Item: Application for RBDG Grant
Date: 01/03/2017

Subject: USDA RBDG Grant for Wayfinding Signage
Department: Economic Development
Presented by: Tim Kerigan, Sarah Edwards
Presentation: Business Item

Issue Statement

The Council is asked to authorize staff to apply for an USDA RBDG (Rural Business Development Grant) to fund the implementation of the wayfinding system.

Financial Impact

There is no required match for the grant, so **there will be no impact to the Town's** budget.

Action Needed

To approve the application for the USDA RBDG in the amount of \$200,000.

Recommendation

Staff recommends approval of this application, as the potential grant award will save the town money and allow the project to be completed sooner.

Approved: City Manager City Attorney

Attachments: Staff Report, Rural Business Development Grant Fact Sheet



Staff Report

**Business
Agenda
Item: RBDG
Grant**

The USDA RBDG process closes on January 25, 2017. The grant is designed to support activities leading to the development or expansion of small businesses in rural areas, and has previously funded wayfinding systems in other communities. This grant does not require a match, but the \$50,000 already allocated to the project by the Council will cause the application to be received more favorably than others without committed non-federal funds. This grant award would allow the Town to proceed with the wayfinding project sooner, and would reduce the Town's total associated cost.



Rural Business Development Grants (RBDG)

What does this program do?

RBDG is a competitive grant designed to support targeted technical assistance, training and other activities leading to the development or expansion of small and emerging private businesses in rural areas that have fewer than 50 employees and less than \$1 million in gross revenues. Programmatic activities are separated into enterprise or opportunity type grant activities.

Who may apply for this program?

Rural public entities including, but not limited to:

- Towns
- State agencies
- Nonprofit Corporations
- Federally recognized Tribes
- Communities
- Authorities
- Institutions of Higher Education
- Rural Cooperatives

What is an eligible area?

RBDG funds must be directed for projects benefitting rural areas or towns outside the urbanized periphery of any city with a population of 50,000 or more. **Check eligible areas.**

How much funding is available?

There is no maximum grant amount for enterprise or opportunity type grants; however, smaller requests are given higher priority. Generally, grants range from \$10,000 up to \$500,000. There is no cost sharing requirement. Total opportunity type grant funding is limited statutorily to up to 10% of the total RBDG annual funding.

How may funds be used?

Enterprise type grant funds must be used on projects to benefit small and emerging businesses in rural areas as specified in the grant application. Uses may include:

- Training and technical assistance, such as project planning, business counseling/training, market research, feasibility studies, professional/technical reports, or product/service improvements
- Acquisition or development of land, easements, or rights of way; construction, conversion, renovation, of buildings, plants, machinery, equipment, access streets and roads, parking areas, utilities

- Pollution control and abatement
- Capitalization of revolving loan funds including funds that will make loans for start-ups and working capital
- Distance adult learning for job training and advancement
- Rural transportation improvement
- Community economic development
- Technology-based economic development
- Feasibility studies and business plans
- Leadership and entrepreneur training
- Rural business incubators
- Long-term business strategic planning

Opportunity type grant funding must be used for projects in rural areas and they can be used for:

- Community economic development
- Technology-based economic development
- Feasibility studies and business plans
- Leadership and entrepreneur training
- Rural business incubators
- Long-term business strategic planning



Rural Business Development Grants (RBDG)

How are applications evaluated for competitive funding?

RBDG applications compete at the state office level, which are dependent on appropriations.

All applications are evaluated based on:

- Evidence showing job creation to occur with local businesses;
- Percent of nonfederal funding committed to the project;
- Economic need in the area to be served;
- Consistency with local economic development priorities;
- Experience of the grantee with similar efforts; and
- Other factors described in the current Notice of Solicitation of Applications (NOSA), if one is published.

How do we get started?

Applications are accepted through USDA Rural Development's **local or State offices** once per year. Applicants are advised to view program information specific to your **local or State office** to learn about local application timelines, concept paper requirements, etc.

Grant awardees will need to complete required paperwork and comply with the terms and conditions of the award. Contact your **local or State office** for details.

Who can answer questions?

Contact your **local office**.

What governs this program?

- Basic Program – **7 CFR Part 4280, Subpart E**
- This program is authorized by the Consolidated Farm and Rural Development Act (ConAct)

What governed the predecessor programs of RBEG and RBOG, as well as all awards given before FY 2015?

- RBEG Basic Program - **RD Instruction 1942-G**
- RBOG Basic Program - **7 CFR Part 4284**
- This program was authorized by the Consolidated Farm and Rural Development Act (ConAct)

Why does USDA Rural Development do this?

This program provides grants for rural projects that finance and facilitate development of small and emerging rural businesses, help fund distance learning networks, and help fund employment related adult education programs. To assist with business development, RBDGs may fund a broad array of activities.

NOTE: Because citations and other information may be subject to change please always consult the program instructions listed in the section above titled "What Law Governs this Program?" You may also contact **your local office** for assistance. You will find additional forms, resources, and program information at www.rd.usda.gov. *USDA is an equal opportunity provider, employer, and lender.*

RESOLUTION # 596 (01-2017)

**AUTHORIZING RESOLUTION BY GOVERNMENT BODY OF THE APPLICANT
USDA Rural Business Development Grant**

WHEREAS, the United States Department of Agriculture (USDA) Rural Development Office administers the Rural Business Development Grant (RBDG) program, which provides funding to support targeted technical assistance, training, and other activities leading to the development or expansion of small and emerging private businesses in rural areas; and

WHEREAS, the Town of Smithfield's Economic Development Plan priorities include existing business support, retail development, and marketing; and

WHEREAS, the Town of Smithfield has adopted a wayfinding plan that will support those priorities; and

WHEREAS, the Town of Smithfield needs assistance in funding its wayfinding system; and

WHEREAS, the Town of Smithfield intends to request grant assistance for the implementation of its wayfinding system from the Rural Business Development Grant.

NOW THEREFORE BE IT RSEOLVED, BY THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD:

That Michael Scott, Town Manager, and successors so titled, is hereby authorized to execute and file an application on behalf of the Town of Smithfield with the USDA for a grant to fund the implementation of the wayfinding system.

That Michael Scott, Town manager, and successors so titled, is hereby authorized and directed to furnish such information as the USDA may request in connection with an application or with the project proposed; to make assurances as contained in the application; and to execute such other documents as may be required in connection with the application.

That the Town of Smithfield has substantially complied or will substantially comply with all federal, state, and local laws, rules, regulations, and ordinances applicable to the project and to the grants pertaining thereto.

Adopted this the 3rd day of January, 2017 in Smithfield, North Carolina.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Williams, Town Clerk

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input style="width: 100%;" type="text"/> * Other (Specify): <input style="width: 100%;" type="text"/>
* 3. Date Received: <input style="width: 100%; background-color: yellow;" type="text"/>	4. Applicant Identifier: <input style="width: 100%;" type="text"/>	
5a. Federal Entity Identifier: <input style="width: 100%;" type="text"/>	5b. Federal Award Identifier: <input style="width: 100%;" type="text"/>	
State Use Only:		
6. Date Received by State: <input style="width: 50%;" type="text"/>	7. State Application Identifier: <input style="width: 100%;" type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input style="width: 100%; border: 1px solid black;" type="text" value="Town of Smithfield"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input style="width: 100%;" type="text" value="56-6001335"/>	* c. Organizational DUNS: <input style="width: 100%;" type="text" value="0951240120000"/>	
d. Address:		
* Street1: <input style="width: 100%;" type="text" value="350 E. Market Street"/> Street2: <input style="width: 100%;" type="text"/> * City: <input style="width: 100%;" type="text" value="Smithfield"/> County/Parish: <input style="width: 100%;" type="text" value="Johnston"/> * State: <input style="width: 100%;" type="text" value="NC: North Carolina"/> Province: <input style="width: 100%;" type="text"/> * Country: <input style="width: 100%;" type="text" value="USA: UNITED STATES"/> * Zip / Postal Code: <input style="width: 100%;" type="text" value="27577-3920"/>		
e. Organizational Unit:		
Department Name: <input style="width: 100%;" type="text"/>	Division Name: <input style="width: 100%;" type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input style="width: 100%;" type="text"/> Middle Name: <input style="width: 100%;" type="text"/> * Last Name: <input style="width: 100%;" type="text" value="Kerigan"/> Suffix: <input style="width: 100%;" type="text"/>	* First Name: <input style="width: 100%;" type="text" value="Tim"/>	
Title: <input style="width: 100%;" type="text" value="Economic Development Liaison"/>		
Organizational Affiliation: <input style="width: 100%;" type="text"/>		
* Telephone Number: <input style="width: 100%;" type="text" value="919-934-2116 x1109"/>	Fax Number: <input style="width: 100%;" type="text"/>	
* Email: <input style="width: 100%;" type="text" value="tim.kerigan@smithfield-nc.com"/>		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

United States Department of Agriculture

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

n/a

* Title:

Rural Business Development Grant

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Wayfinding System

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="200,000.00"/>
* b. Applicant	<input type="text" value="50,000.00"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="250,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:



Request for City Council Action

Business Agenda Item: Safer Grant
Application for the AFG Date: 01/03/2017

Subject: AFG Safer Grant
Department: Fire Department
Presented by: John Blanton, Fire Chief
Presentation: Business Item

Issue Statement

Authorization to apply for an AFG SAFER Grant (Assistance to Firefighters Grant for Staffing for Adequate Fire and Emergency Personnel) for 3 needed firefighter positions. This grant is for a three year period with 2 years at 75% and third year at 35% funding provided.

Financial Impact

The cost to the Town would be for the first and second year \$32,756.25 (25%) each year, for the third year the cost to the Town would be \$85,166.25 (65%). The grant does not provide funding for turnout gear and uniforms and that cost would be the responsibility of the Town as well. The turnout gear and uniforms cost \$3,500.00 per firefighter for a total of \$10,500.00. If approved the Town's first year (2017-2018) financial impact would be \$43,256.25, second year (2018-2019) \$32,756.25, third year (2019-2020) \$85,166.25 **These cost's include benefits and insurance.**

Action Needed

Approve the participation and application to the SAFER Grant (Staffing for Adequate Fire and Emergency Personnel) for the purpose of hiring 3 new additional Firefighters

Recommendation

Staff recommends approval of this application for the potential savings of needed personnel, if awarded the savings to the Town would be \$242,396.25. The additional personnel are important to the Fire Departments increased call volume and the need of the professional delivery of our service and safety to our citizens of the Town.

Approved: City Manager City Attorney

Attachments

Assistance to Firefighters Grant FAQ



Staff Report

**Business
Agenda
Item:** **Application
for the
AFG Safer
Grant**

The AFG SAFER grant process opens in February 2017 and closes in March 2017. This grant allows Fire Departments to apply for additional personnel or for the retention of personnel. The Smithfield Fire Department would like to utilize this grant opportunity to fund 3 additional firefighters to meet **the NFPA and OSHA's minimum requirements**. The amount of the grant, if awarded to the Town, would be \$242,396.25 for the additional personnel over a three year period. The grant program requires cost sharing from the grant recipients. The grant provides 75% funding for each of the first two years and 35% in the third year. Since this is a cost sharing grant, **the Town's responsibility would be 25%** in the first and second years for a total of \$65,512.50 (\$32,756.25 for each of the first 2 years). The Town would then be responsible for %65 of the third year for a total cost of \$85,166.25. These yearly costs are only if the grant awards the maximum amount of requested personnel. If after the fourth year, the Town chose to continue the employment of these personnel permanently; the financial impact would be \$131,025.00, to not including raises or increases every year thereafter.

In addition to the cost sharing amount in the first year, the Town would also be responsible **for providing turnout gear and uniform's to meet the NFPA standards for each employee** hired. The costs of the gear and daily uniforms would be \$3,500.00 per person for a total of \$10,500.00. This grant would not cover overtime accrued during employment as that would be the responsibility of the Town.

Currently, the Fire Department staffs **5 personnel per shift (15 Firefighter's total)** that equates to 3 - engine company 2 – ladder/rescue company per shift. Due to heavy call volumes, we cannot respond to all the calls that we are dispatched to, resulting in heavily relying on mutual aid. These other departments are facing these same issues. In the fire service, primary staffing requirements concern the number of firefighters on a shift and the number who should respond to defined tasks. Secondary requirements often address the number of firefighters assigned to individual Engines and to various duties during each shift, the primary requirements have a direct impact on employee safety.

Assistance to Firefighters Grant Program (AFGP)



FY 2016 Staffing for Adequate Fire and Emergency Response (SAFER)

Frequently Asked Questions (FAQs)

What's new for FY 2016?

The following changes to FY 2016 SAFER Grant reflects DHS's implementation of Section 34 of the Federal Fire Prevention and Control Act of 1974, as amended (15 U.S.C. § 2229a). Under this authority, the FY 2016 SAFER grant program requires the following:

- **Period of Performance:** The period of performance has been increased from two to three years for SAFER Hiring of Firefighter Activity grants. Extensions to the period of performance are not available for Hiring of Firefighter Activity grants.
- **Position Cost Limit:** SAFER Hiring of Firefighters Activity grant funds may not exceed a certain percentage of the usual annual cost of a first-year firefighter in that department at the time of the grant application. There is no waiver available for this requirement.
- **Cost Share:** SAFER Hiring of Firefighters Activity grant recipients are now required to contribute a Cost Share toward the actual cost of hiring firefighters under this program. Grant recipients can apply to waive this requirement.
- **No Supplanting Allowed:** SAFER Hiring of Firefighter Activity grant funds may only be used to hire new, additional firefighters and may not be used to supplant funds that would otherwise be available from State or local sources, or the Bureau of Indian Affairs. Grant recipients can apply to waive this requirement.
 - The Hiring of Firefighters Activity is no longer sub-divided into "Rehire," "Retention," "Attrition," and "New" positions.
- **Minimum Budget Requirement:** At the time of application, both SAFER Hiring of Firefighter Activity and Recruitment and Retention of Volunteer Firefighters Activity grant applicants are required to certify that their annual budget for fire-related programs and emergency response has not been reduced below 80% of the average funding level in the three years prior to November 24, 2003. Grant recipients can apply to waive this requirement.
- **Economic Hardship Waiver of Cost Share or Minimum Budget Requirement:** In cases of demonstrated economic hardship, and upon the request of the recipient, the Administrator may waive or reduce the Cost

Share requirement, the Minimum Budget Requirement, and/or the restriction on supplanting. Applicants must indicate their interest in a waiver within the FY 2016 SAFER application.

SAFER Hiring of Firefighter Activity grant recipients may apply for one, two, or all three of the available waivers.

SAFER Recruitment and Retention of Volunteer Firefighters Activity grant applicants may only apply to waive or reduce the minimum budget requirement.

- **Recruitment and Retention of Volunteer Firefighters Activity Eligible Costs:** Under the FY 2016 program, eligible costs are organized according to priority (High, Medium, Low, and Non-Priority). Non-prioritized costs include M&A, Indirect costs, grant writer fees, and audit costs.

What is the purpose of SAFER?

The purpose of SAFER Grants is to provide funding directly to fire departments and national, state, local, or tribal organizations representing the interests of volunteer firefighters to assist them in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate protection from fire and fire related hazards, and to fulfill traditional missions of fire departments.

To achieve this purpose, SAFER is a competitive/discretionary grant program comprised of two categories:

- 1) Hiring of Firefighters Activity** grants provide financial assistance to help fire departments hire new firefighters. The goal is to assist departments to improve staffing levels to ensure they have adequate personnel to respond and safely perform at incident scenes, providing protection from fire and fire-related hazards in their communities. **This activity provides three-year grants to assist fire departments by paying the salaries and benefits of the SAFER-funded positions.**
- 2) Recruitment and Retention of Volunteer Firefighters Activity** grants assist fire departments and national, state, local, or tribal organizations with the recruitment and/or retention of volunteer firefighters. The goal is to create a net increase in the number of trained, certified, and competent firefighters capable of safely responding to emergencies likely to occur within the fire department's geographic response area. **Recruitment and Retention of Volunteer Firefighters Activity grants can have a period of performance of up to four years.**

How much funding is available for the FY 2016 SAFER Grant Program?

A total of \$345,000,000 has been appropriated for the FY 2016 SAFER Grants.

The appropriated funds are to be administered as indicated below as the result of a recommendation via the Criteria Development Panel (CDP) or as required by Section 34 of the Federal Fire Prevention and Control Act of 1974 (Pub. L. No. 93-498, as amended) (15 U.S.C. § 2229a):

- 10 percent is set aside for the recruitment and retention of volunteer firefighters activity (15 USC § 2229a(a)(2))
 - No more than 33 percent of the total amount allocated for the recruitment and retention of volunteers can be awarded to national, state, local, or tribal organizations that represent the interests of volunteer firefighters (CDP)
- 10 percent is set aside for grants awarded to volunteer or majority volunteer departments for hiring of firefighters. A majority volunteer fire department is made up of more than 50 percent of personnel who do not receive financial compensation for their services, other than life, health, and worker's compensation insurance, or a nominal stipend payment, including certain paid-on-call personnel. It may be necessary to go out of rank

order to select a sufficient number of applications in order to meet the 10 percent requirement. (15 USC § 2229a(a)(1)(H))

If less than 10 percent of the funds available for the hiring of firefighters are awarded to volunteer and majority volunteer fire departments, the remaining funds must be transferred to provide grants for the recruitment and retention of volunteer firefighters (15 USC § 2229a(a)(1)(H))

What is the maximum amount of funding an applicant can be awarded?

There is no maximum award amount for grant awards made under the FY 2016 appropriations.

Can a department apply for both SAFER Grant categories - Hiring of Firefighters Activity and Recruitment and Retention of Volunteer Firefighters Activity?

Yes. However, departments interested in applying for both a Hiring of Firefighters Activity grant and a Recruitment and Retention of Volunteer Firefighters Activity grant must submit **two separate applications, one for each activity**. Each application will require its own unique narrative statement.

Are SAFER Grants “renewable” after the period of performance?

No. SAFER is a competitive/discretionary grant program. Program funds are not renewable and funding is only available to grant recipients during the period of performance associated with the award. Current or former grant recipients do not have a competitive advantage over applicants who have not previously received a SAFER Grant award.

Hiring of Firefighters Activity

Who is eligible to apply for funding in the Hiring of Firefighters Activity?

Career, combination, and volunteer fire departments may apply for funding in the Hiring of Firefighters Activity.

What are eligible expenses in the Hiring of Firefighters Activity?

The only allowable costs under the Hiring of Firefighters Activity are salary and associated benefits (actual payroll expenses) of the SAFER-funded positions.

What are some ineligible expenses in the Hiring of Firefighters Activity?

- Pre-application costs, such as grant writer fees, administrative costs, and indirect costs associated with hiring of firefighters
- Costs to train and equip firefighters (however, the salaries and benefits of firefighters hired under the SAFER grants funding while engaged in training are eligible if the firefighter is employed by the department)
- Payments to vendors for uniforms and physicals
- Overtime costs (except overtime costs routinely paid as a part of the base salary or the firefighter’s regularly scheduled and contracted shift hours in order to comply with the Fair Labor Standards Act [FLSA])
- Salaries and benefits of firefighters who are current employees or were hired prior to the award date
- Costs to fund promotions (e.g., pay a current member a higher salary by placing them in a new SAFER-funded position)

What type of firefighter positions will be funded?

Funds may only be used to hire new, additional firefighters under the FY 2016 SAFER grant program. The Hiring of Firefighters Activity is no longer sub-divided into “Rehire,” “Retention,” “Attrition,” and “New” positions.

Additionally, only full-time firefighter positions will be funded. Full-time positions are those funded for at least 2,080

hours per year (e.g., 40 hours per week, 52 weeks per year). The grant program will consider funding job-share positions if sufficient justification is provided.

As the goal of SAFER Grants is to enhance incident scene safety, all applicants must certify that the primary assignment (more than 50 percent of duties) of all SAFER-funded positions will be an operational assignment (fire suppression, including staffing a fire suppression vehicle) regardless of collateral duties.

Volunteer and mostly volunteer fire departments may hire individuals to fill officer-level positions (e.g., chief, fire inspector, training officer, safety officer, etc.) in addition to their primary operational assignment.

What is a job-share position?

A job-share position is a full-time position occupied by more than one person. For FY 2016, there is no cap on the number of employees who may share a single job-share position.

How much time does a department have to hire the SAFER-funded positions?

For all grant recipients awarded under the Hiring of Firefighters activity, a default 180-day recruitment period begins when the application is approved for award (i.e. award date).

The three year period of performance automatically starts after the 180-day recruitment period, regardless of whether the grant recipient has successfully hired the awarded positions.

If a grant recipient is able to hire their SAFER-funded firefighters during the 180-day recruitment period, the period of performance may begin at that time. However, grant recipients must submit an amendment requesting that the period of performance start before the end of the 180-day recruitment period.

Can the start date of the period of performance be delayed if a department is unable to hire the SAFER-funded positions during the 180-day recruitment period?

No. The period of performance cannot be delayed or started later than 180 days after the award date.

What is the Period of Performance under the Hiring of Firefighters Activity?

The FY 2016 SAFER Period of Performance for the Hiring of Firefighters Activity has increased to three years.

Are firefighters hired prior to an offer of award eligible under the Hiring of Firefighters Activity?

No. Firefighters hired prior to an offer of award are not eligible under the Hiring of Firefighters Activity.

How does SAFER define the “date of an award offer?” Is this the first day of the period of performance?

The SAFER Program defines the “date of an award offer” as the date that the award notification letter is sent to the applicant in the eGrants system.

What are the requirements for the matching funds in the Hiring of Firefighters Activity?

Hiring of Firefighters Activity grants are required to contribute non-Federal funds as described below.

Position Cost Limit (No Waiver Available):

The amount of Federal funding provided to a recipient for hiring a firefighter in any fiscal year may not exceed—

- in the first year of the grant, 75 percent of the usual annual cost of a first-year firefighter in that department at the time the grant application was submitted;
- in the second year of the grant, 75 percent of the usual annual cost of a first-year firefighter in that department at the time the grant application was submitted; and

- in the third year of the grant, 35 percent of the usual annual cost of a first-year firefighter in that department at the time the grant application was submitted.

“Usual annual costs” includes the base salary (exclusive of overtime) and standard benefits package (including the **average** health, dental, and vision costs, FICA, life insurance, retirement/pension, etc.) offered by fire departments to first-year firefighters.

Cost Share (Waiver Available):

In addition to the Position Cost Limit, the Federal portion of the costs of hiring new firefighters under this grant may not exceed:

- 75 percent of the actual costs incurred in the first year of the grant;
- 75 percent of the actual costs incurred in the second year of the grant; and
- 35 percent of the actual costs incurred in the third year of the grant.

What is a waiver?

In cases of demonstrated economic hardship, and upon the request of the recipient, the Administrator may waive or reduce the Cost Share requirement, the Minimum Budget Requirement, and/or the restriction on supplanting. SAFER Hiring of Firefighters Activity grant recipients may apply for one, two, or all three of the available waivers.

How do I apply for a waiver?

Applicants must indicate their interest in a waiver within the FY 2016 SAFER application. Upon receipt of the waiver request in the submitted SAFER application, the applicant will be contacted by the SAFER program office with detailed instructions as to how to submit all required supporting documentation. Only submitted applications that select a waiver option will be contacted by the SAFER program office.

Does a department have to retain the SAFER-funded positions after the grant concludes?

No. Awarded recipients have no obligation to retain the SAFER-funded positions after the conclusion of the period of performance for FY 2016 SAFER Awards.

How much time does a department have to fill an operational position that becomes vacant?

The SAFER Program considers six months to be a reasonable time to fill an operational position that becomes vacant during the period of performance. Departments must demonstrate that they are taking active and timely steps to fill any operational positions vacated during the grant period of performance.

Is an extension to the SAFER period of performance allowable under the Hiring of Firefighters Activity?

No. Extensions to the period of performance are not allowable under the FY 2016 Hiring of Firefighter Activity grants.

If you are also applying for a Recruitment and Retention of Volunteer Firefighters Activity grant, please see the question regarding extensions under the Recruitment and Retention of Volunteer Firefighters Activity section.

Can grant recipients submit a payment request for pre-award expenditures?

Pre-award expenditures are not reimbursable in the Hiring of Firefighters Activity. Only costs incurred during the grant period of performance are allowable. **Firefighters hired prior to the date of award are not eligible for SAFER Funding.** If you are also applying for a Recruitment and Retention of Volunteer Firefighters Activity grant, please see the question regarding pre-award expenditures under the Recruitment and Retention of Volunteer Firefighters Activity section.

The 2016 SAFER Notice of Funding Opportunity (NOFO) states that grant recipients cannot layoff any firefighters during the period of performance. If the department loses positions to retirement or other attrition, must it fill those vacancies?

Yes. During the grant period of performance, recipients of the FY 2016 SAFER Hiring of Firefighters Activity grant are required to maintain their staffing at the level that existed on the date of the award offer, in addition to the SAFER-funded positions.

Once awarded, grant recipients under the Hiring of Firefighters Activity must submit a current (pre-SAFER) roster listing all paid operational/firefighting personnel in support of NFPA 1710 or NFPA 1720, who are in full-time or job share positions on the date of the award offer. The program office will work with a grant recipient to establish the correct staffing maintenance number which combines the number of pre-SAFER and SAFER-funded positions. Once this is established, grant recipients must agree to maintain this number throughout the grant period of performance by taking active and timely steps to fill any vacancies.

Grant recipients who are unable to fill firefighting positions (due to documentable economic hardship) that are vacated through attrition (e.g., resignation, retirement) may petition FEMA for a waiver of staffing maintenance requirements. An approved waiver allows a grant recipient to decrease and reestablish the staffing maintenance number agreed to at the time of award by the number of positions that a grant recipient is unable to fill. In order to qualify for this waiver, the economic hardship must affect the entire public safety sector in a grant recipient's jurisdiction, not solely the fire department. **Waivers will not be granted for SAFER-funded positions. Grant recipients who fail to maintain this level of staffing risk losing the federal funds awarded under this grant.**

Will there be an option for veteran's funding in the FY 2016 SAFER Hiring grant program?

No. There is no option for veteran's funding in the FY 2016 SAFER Program.

Recruitment and Retention of Volunteer Firefighters Activity

Who is eligible to apply for funding in the Recruitment and Retention of Volunteer Activity?

Combination fire departments, volunteer fire departments, and national, state, local, or tribal organizations that represent the interests of volunteer firefighters may apply for funding in the Recruitment and Retention of Volunteer Firefighters Activity. Career fire departments are not eligible to apply for funding in this activity.

What are examples of eligible costs under the Recruitment and Retention of Volunteer Activity?

Applicants must correlate the activities for which funding is being requested with the identified recruitment or retention problems or issues being addressed. Additionally, FEMA will not fund a budget line item if an applicant does not provide sufficient information detailing how it will enhance recruitment and retention.

For specific examples of eligible costs, please refer to Appendix B – Programmatic Information and Priorities in the FY 2016 SAFER NOFO.

What are some ineligible expenses in the Recruitment and Retention of Volunteer Activity?

Examples of ineligible expenses include but are not limited to the following:

- Costs incurred outside of the period of performance except for grant writer fees
- Computers in common areas or individual computers for training/education
- Salary and benefits for firefighters
- Fire suppression equipment
- Vehicles
- Fire simulators, fire evolution, or fire training props (e.g., burn trailers, forcible entry, rescue/smoke maze, flashover simulator, etc.)

- Retroactive payments or recognition for non-operational activities (including payments, gift cards, recruitment bonuses, or stipends for recruiting firefighters)
- Annual medical exams (not including NFPA 1582 physicals for new recruits) for any member
- Costs for training currently covered under the department’s operating budget, such as tuition or instructor fees for department-mandated, basic-level training
- “Giveaways,” such as pencils, pens, t-shirts, cups, mugs, or balloons for recruitment events

For the full list of ineligible costs, please refer Appendix B – Programmatic Information and Priorities in the FY 2016 SAFER NOFO.

What is a waiver?

In cases of demonstrated economic hardship, and upon the request of the recipient, the Administrator may waive or reduce the Minimum Budget Requirement under the Recruitment and Retention of Volunteer Firefighters Activity.

How do I apply for a waiver?

Applicants must indicate their interest in a waiver within the FY 2016 SAFER application. Upon receipt of the waiver request in the submitted SAFER application, the applicant will be contacted by the SAFER program office with detailed instructions as to how to submit all required supporting documentation. Only submitted applications that select a waiver option will be contacted by the SAFER program office.

How is “new recruit” defined according to the SAFER Program?

SAFER defines a “new recruit” to be a volunteer firefighter who **joins** the department after the date of the award offer.

Is communications equipment eligible under FY 2016 SAFER?

No. All communications equipment including cell phones, pagers, portable radios, or Computer-Aided Dispatch systems are ineligible under FY 2016 SAFER.

Can Personal Protective Equipment (PPE) be purchased under the Recruitment and Retention of Volunteer Firefighters Activity? What are the requirements?

Yes. OSHA-required and NFPA-compliant PPE is eligible only for **new recruits only**, and reimbursement will be limited to the number of new recruits who have successfully passed an NFPA 1582-compliant physical exam and are certified as “fit for duty.” Only actual costs are allowed and will be paid on a reimbursable basis; costs may be limited to reasonable amounts as determined by FEMA based on current market research. Grant recipients will be required to provide documentation of completed NFPA 1582 physicals as well as documentation, including invoices and receipts, to support the purchase of the PPE.

Please refer to Appendix B – Programmatic Information and Priorities in the FY 2016 SAFER NOFO for additional details on eligible PPE expenditures and requirements.

What activities are allowable under the Recruitment and Retention of Volunteer Firefighters Activity for new recruits only?

PPE, station duty uniforms, and physicals are only eligible for new recruits.

What types of tuition reimbursement are ineligible?

The FY 2016 SAFER Grant does not limit the type of tuition reimbursement one can apply for, and it does not have to be related to fire science or related fields.

Do Recruitment and Retention of Volunteer Firefighters Activity grant recipients need to submit training certificates?

While grant recipients are not required to submit these documents, training certificates, as well as any grant-related documents, must be retained by the grant recipient for a minimum of three years after the submission of the final expenditure report. Please note that FEMA can ask to review your grant file.

Can a grant recipient submit a payment request for pre-award expenditures?

Generally, except for grant writer fees, pre-award expenditures are not reimbursable in the Recruitment and Retention of Volunteer Firefighters Activity. Only costs incurred during the grant period of performance are allowable.

See the Pre-award Cost section in the FY 2016 NOFO for the specific requirements pertaining pre-award costs

Is there a matching funds requirement for the Recruitment and Retention of Volunteer Firefighters Activity?

No. There is no matching funds requirement for this activity and no maximum federal share limit.

Is an extension to the SAFER period of performance allowable under the Recruitment and Retention of Volunteer Firefighters Activity?

Extensions to the period of performance may be granted when, due to circumstances beyond the control of the grant recipient, activities associated with the award cannot be completed within the stated performance period. Extensions are not guaranteed and are not automatically approved.

Extensions will only be considered through formal requests, via the eGrants system, and must contain specific and compelling justifications as to why an extension is required.

Are administrative or indirect costs eligible?

Administrative or indirect costs are allowable but are limited to a **combined total** of three percent of the total awarded amount, unless a grant recipient has a previously negotiated and approved Indirect Cost Rate Agreement.

This indirect cost rate is established by a federal department or agency for the grant recipient's organization that the grant recipient uses to compute the dollar amount they can charge to the grant for indirect costs incurred during the execution of the grant agreement. (Information about Indirect Cost Rate Agreements can be found at <http://rates.psc.gov/>.)

Prior to submitting any claims for reimbursement of indirect costs, applicants must first submit a copy of their negotiated and approved Indirect Cost Rate Agreement to FEMA for review and approval. The indirect cost rate is applicable as long as it is consistent with the established terms of the agreement.

What is a "nominal stipend?"

Nominal stipends are eligible for firefighters where the primary duty is an operational assignment (fire suppression), regardless of collateral duties. A stipend is nominal if it does not exceed 20 percent of what the fire department would otherwise pay to hire a full-time firefighter to perform the services for which the stipend is provided. The nominal stipend may include reimbursements to volunteer firefighters for approximate out-of-pocket expenses they incur. Whether a stipend falls above or below the 20 percent threshold may be determined in one of two ways. Departments that maintain paid full time firefighters on their payrolls may compare the stipend to the salary they pay a full time firefighter who performs similar services to determine whether the stipend is more or less than 20 percent of that salary. Departments that do not maintain full time firefighters on their payrolls may make the determination based on a comparison to the salary paid to a full time firefighter in a neighboring jurisdiction, elsewhere in the state, or ultimately the nation. They may also utilize data from the Department of Labor's Bureau of Labor Statistics.

If a stipend paid exceeds 20 percent of the prevailing wage, then the firefighter receiving compensation would not qualify as a volunteer and is considered an employee who may be covered by the FLSA minimum wage and overtime provisions. Therefore they would not be eligible to receive a stipend under the grant.

How do you define a paid-on-call firefighter?

Paid-on-call firefighters are paid a stipend for each event to which they respond. Paid-on-call firefighters may be considered paid firefighters or volunteer firefighters, depending on whether the stipend they receive is nominal. A department whose membership is comprised of all volunteer firefighters, including any paid-on-call firefighters who receive only a nominal stipend, will be considered a volunteer fire department for purposes of this SAFER Program. A department whose membership is comprised of any paid-on-call firefighters who receive more than a nominal stipend will be considered a combination fire department for the purposes of this SAFER Program.

Eligibility

Who is eligible for SAFER Funding?

Eligible departments or organizations are limited to one application for Recruitment and Retention of Volunteer Firefighters Activity and/or one application for Hiring of Firefighters Activity per application period. Your organization type determines your eligibility for SAFER application categories.

Entity	Volunteer Fire Departments	Combination Fire Departments	Career Fire Departments	National, state, local, or tribal volunteer firefighter interest organizations
Hiring of Firefighters Activity	✓	✓	✓	
Recruitment and Retention of Volunteer Firefighters Activity	✓	✓		✓

Can a career fire department apply under the Recruitment and Retention of Volunteer Firefighters Activity?

No. Career fire departments are not eligible for funds in the Recruitment and Retention of Volunteer Firefighters Activity. They are only eligible for funding in the Hiring of Firefighters Activity.

I represent a volunteer firefighter interest organization that received a Fire Prevention and Safety (FP&S) Grant. Are we eligible for a SAFER Grant also?

Yes. National, state, local, or tribal volunteer firefighter interest organizations that represent the interests of volunteer firefighters are eligible to receive funding under the Recruitment and Retention of Volunteer Firefighters Activity regardless of whether they received a FP&S Grant. However, these organizations are not eligible for funding in the Hiring of Firefighters Activity.

If my fire department was recently awarded an AFG Grant, can we still apply for SAFER?

Yes. While the SAFER Grants and the Assistance to Firefighters Grants (AFG) are administered by the same office, there are no restrictions with respect to having concurrent awards. However, the SAFER award should supplement the AFG award and cannot be for the same activities for the same members.

Is an independent rescue squad or emergency medical services unit eligible for SAFER Funding?

No. Independent rescue squads or emergency medical services unit are not eligible for SAFER Funding. Only fire

departments and national, state, local, or tribal volunteer firefighter interest organizations are eligible for SAFER Grants.

If my department was awarded a prior-year SAFER Grant that still has an active performance period, is it eligible to apply for a SAFER Grant this year?

Yes. Applicants are eligible to receive more than one SAFER Award. Applicants wishing to apply for additional grants are subject to the same guidelines and requirements as discussed in the FY 2016 SAFER NOFO and must indicate if the activities they are requesting are new initiatives or if they are building upon the previously awarded program. The grant activities requested in the new application should supplement the current award and cannot be for the same activities for the same members as the currently awarded SAFER Grant.

Definition of Applicant Types

How do I determine whether I represent a volunteer, combination, or career fire department?

- A **volunteer fire department** has an all-volunteer force of firefighting personnel. For a fire department to have an all-volunteer force, no member may receive financial compensation (in the form of salary or wages) for their services other than life and health insurance, workers' compensation insurance, and/or a nominal stipend per call. FEMA considers a department to be majority volunteer if more than 50 percent of its membership is made up of personnel who do not receive financial compensation for services.
- A **career department** has an all-paid force of firefighting personnel other than paid-on-call firefighters (fire departments that provide reimbursement on a paid-on-call basis are considered to be a combination fire department for the purposes of this program).
- A **combination department** has paid firefighting personnel and volunteer firefighting personnel. At a minimum, a combination fire department must have at least one active firefighter who receives financial compensation for services (including paid-on-call) and at least one active firefighter who does not receive financial compensation for services other than life, health, and workers' compensation insurance. Additionally, a department whose membership is comprised of paid-on-call firefighters is considered a combination fire department for the purposes of this program.

How do you define a national, state, local, or tribal volunteer firefighter interest organization?

These are defined as organizations that support or represent the interests of firefighters in front of legislative bodies at the local, state, tribal, and federal level. Such organizations include, but are not limited to, state or local firefighter and/or fire chiefs' associations, volunteer firefighter relief organizations, and associations. FEMA shall make the final determination as to whether an applicant is an appropriate volunteer firefighter interest group.

The SAFER Grants prohibit "for-profit" organizations from applying for grant funding. How do I determine if my department is for-profit?

If you are a municipally-based organization, (i.e., an organization providing services on behalf of a governmental entity), or if you are registered with the IRS as a 501(c)(3) corporation, you are NOT a for-profit organization and are therefore eligible to receive SAFER Funding.

Completing the Application

When can I apply?

Applications will be accepted only from 8:00 a.m. **TBD** until 5:00 p.m. Eastern Time (ET) on **TBD**.

When is the grant application due?

The application deadline is **TBD**. Applications must be received by 5:00 p.m. ET. Applications received after the close of the application period will not be accepted.

How do I access the FY 2016 SAFER eGrant application?

Applications under the FY 2016 SAFER will only be accessible at <https://portal.fema.gov>. The application will also be linked via the US Fire Administration's (USFA) Website <http://www.usfa.fema.gov> and the Grants.gov Website <http://www.grants.gov>.

Can I apply for the FY 2016 SAFER Grant using a paper application process?

No. All FY 2016 SAFER applications must be completed online through the eGrants system.

Regional Applications

Who may apply for a regional grant?

Eligible volunteer and combination fire departments may apply for regional grants in the Recruitment and Retention Activity if their request will have an impact beyond the immediate boundaries of the applicant's first-due area. An eligible applicant will serve as the "host applicant" and apply on behalf of the other fire departments benefitting from the grant.

Note: The Hiring of Firefighters activity is not eligible as a regional project.

I'm planning to submit an application as the host department for a regional project. How do I answer the questions in the Applicant Characteristics sections of the online application?

When completing the Request Details and Narrative Statement sections of the application, the applicant must include a list of participating third-party organizations that will benefit if awarded. In completing the Applicant Characteristics sections of the application, the regional applicant must include data that approximates the characteristics of all fire departments affected by the grant.

I'm applying as the host for a regional project, but I also have needs in my own department. Can I include my own department needs in the application?

Yes. An eligible applicant may act as a "host applicant" and apply for support of both a regional initiative and its own department's internal needs on one application.

A regional host must include a list of all the participating organizations benefitting from a proposed regional project, and provide clear and detailed information on which activities are regional specific versus those that are host specific.

If awarded, the host applicant must agree to be responsible for all aspects of the grant. This includes, but is not limited to, accountability for the assets and all reporting requirements. Regional host applicants and participating partner agencies must execute a Memorandum of Understanding (MOU) or equivalent document, signed by all parties participating in the award, prior to submitting an application under the Regional Program activities.

Technical Assistance to Applicants

Where can I obtain technical assistance in filling out the application?

The SAFER Program Help Desk at 866-274-0960 will be available to provide technical assistance with completing your SAFER Application.

Normal business hours for the Help Desk are Monday through Friday from 8:00 a.m. to 4:30 p.m. Eastern Time. During the application period, **TBD** the Help Desk will be staffed between the hours of 8:00 a.m. and 4:30 p.m. ET, Monday through Friday; and until 5:00 p.m. ET on **TBD**. However, these hours may change as the application period progresses. The toll-free number also accepts voicemail messages after hours or if the line is busy. In addition, questions may be faxed to 866-274-0942 or e-mailed to FireGrants@fema.dhs.gov.

What is the "Request Details" section of the application?

The Request Details section is where applicants answer activity specific questions and enter the budget details of their grant proposal.

Do I need to register in SAM.gov?

Yes. Per 2 CFR § 25.205, SAM registration is required to receive a SAFER Grant Award. SAM registration is only active for one year and must be renewed annually; therefore, please ensure that your entity has a valid and active registration in SAM.gov prior to submitting your application.

Payments and amendments are also contingent on the information provided in SAM, so it is imperative that the information in the application is correct, current, and matches the information in SAM.gov. Please ensure that your organization's name, address, DUNS number, and EIN are up to date in SAM, and that the DUNS number used in SAM is the same one used to apply for all other FEMA awards.

Please also refer to the SAM.gov Get Ready Guide available on the AFG Website at <http://www.fema.gov/welcome-assistance-firefighters-grant-program> for additional assistance.

National Standards for SAFER

What standards does SAFER involve?

The industry minimum standards to be addressed by SAFER are the staffing and deployment sections of: **NFPA 1710, Section 5.2.4.1 (Single Family Dwelling Initial Full Alarm Assignment Capability)**, which primarily applies to all-career fire departments and at the combination department's election; and **NFPA 1720 Section 4.3 (Staffing and Deployment)**, which primarily applies to all-volunteer fire departments and combination departments that do not elect to comply with NFPA 1710. The NFPA established a link providing information regarding these standards: www.nfpa.org/SAFERActGrant

NFPA 1001

Standard for Firefighter Professional Qualifications (FFI and II)

This standard identifies the minimum job performance requirements for career and volunteer firefighters whose duties are primarily structural in nature. The purpose of this standard is to specify the minimum job performance requirements for firefighters. It is not the intent of the standard to restrict any jurisdiction from exceeding these requirements.

NFPA 1582

Standard on Comprehensive Occupational Medical Program for Fire Departments

To help fire departments ensure that personnel are medically capable of performing their required duties, the 2013 NFPA 1582 incorporates current research and knowledge to present the latest provisions for a comprehensive occupational medical program. The Standard provides separate chapters for the medical evaluation of candidates/prospective employees and for the occupational medical and fitness evaluations for fire department members. Requirements are equated against the essential job tasks based on several NFPA Professional Qualification Standards and apply to career, volunteer, private, industrial, governmental, and military fire departments. For specific physical requirements, Recruitment and Retention applicants should refer to **NFPA 1582 Chapter 6, Medical Evaluations**

of Candidates 6.1 and Chapter 9, Essential Job Tasks — Specific Evaluation of Medical Conditions in Members (<http://www.nfpa.org/freeaccess>).

National Fire Incident Reporting System (NFIRS)

Do applicants who apply for a SAFER Grant have to report to the National Fire Incident Reporting System (NFIRS)?

No. FEMA does not require FY 2016 SAFER Applicants to report to NFIRS.

National Incident Management Systems (NIMS)

Do fire departments that receive SAFER Grants have to comply with the requirements of the National Incident Management System (NIMS)?

Yes. Any applicant who receives an FY 2016 SAFER Award must achieve the level of NIMS compliance required by the authority having command and control jurisdiction over the applicant's emergency service operations, prior to the end of the grant's period of performance. SAFER applicants are not required to be in compliance with the National Incident Management System (NIMS), either to apply for SAFER Funding or to receive a SAFER Award.

For Regional applications, are all of the benefiting fire departments required to be NIMS compliant or just the host applicant?

All departments receiving equipment or services from a regional SAFER Grant must be compliant with all local edicts regarding NIMS.



Request for City Council Action

**Business
Agenda
Item:
Date:**

**Planning
Department
Reorganization
01/03/2017**

Subject: Planning Department Reorganization
Department: Planning and Zoning Department
Presented by: Town Manager Mike Scott
Presentation: Business

Issue Statement:

The Town Manager is seeking to reorganize the Planning Department Staff to better facilitate customer service and operational efficiency.

Financial Impact:

No budget amendments needed. All changes will take place within current budget allocations. Future budgets will not require an increase as the result of these changes.

Action Needed:

Approve Town Manager recommendations to add one full-time Office Assistant and replace full-time Code Enforcement Officer with part-time Code Enforcement Officer, maximum 30 hours per week.

Recommendation:

Approve Town Manager Recommendations.

Approved: City Manager City Attorney

Attachments:

Staff Report
Support Documentation



Staff Report

**Business Planning
Agenda Department
Item: Reorganization**

The Town Manager is seeking to reorganize the Planning and Zoning Department to better facilitate customer service and operational efficiency.

Currently the Planning Budget is authorized to hire the following staff:

- 1 Planning Director
- 1 Senior Planner
- 1 Code Enforcement Officer

The Town Manager is requesting to change the structure of personnel within the Planning Department to the following:

- 1 Planning Director
- 1 Senior Planner
- 1 Administrative Office Assistant
- 1 Part-time Code Enforcement Officer/maximum 30 hours per week.

This alteration in personnel can take place without changes in budget allocation due to the Administrative Office Assistant position being less salary than the Code Enforcement Officer position and the Part-time Code Enforcement Officer not receiving Town benefits. It is recommended the Town Manager be allowed to hire a Part-Time Code Enforcement Officer within the mid-range of the current salary schedule for this position, authorizing this person to work up to 30 hours per week.

The Planning Department lost its Code Enforcement Officer in October of 2016. Applications for the position have been few and lack experience in this area. The Manager believes the Town will have greater success seeking a part-time person to fill this position. With the assistance of the new Administrative Office Assistant, the work load should remain consistent with future years, as much of the Code Enforcement work is administrative in nature.

The Planning Department has been functioning since October with the assistance of an Administrative Office Assistant, absent the Code Enforcement Officer. The Administrative Office Assistant has already been updating appropriate files and completing the necessary code enforcement paperwork to provide notice of violations that have been occurring during the absence of the Code Enforcement Officer. The Administrative Office Assistant has also improved the overall professionalism of the office due to the increased attention to customers who set appointments or walk into the office asking for assistance with planning and zoning matters.

Town of Smithfield Salary Schedule

July 01, 2016
Planning

Grade	JOB TITLE	F L S A	Pos Code	7/01/16 MIN Hourly Rate	7/01/16 MIN Annual Salary	7/01/16 MAX Annual Salary	Budgeted FTE
12	Administrative Support Specialist - Planning		23	13.76	28620.38	43789.19	-
16	Zoning Enforcement Officer		51	16.75	34836.67	54366.11	-
17	Minimum Housing Code Enforcement Officer		62	17.60	36597.60	55994.33	1
18	Planner/GIS Technician		60	18.48	38443.39	58818.39	-
19	Sr. Planner		61	19.41	40374.05	61772.30	1
26	Planning Director	E	59	27.35	56880.10	87026.55	1



Request for City Council Action

**Update the
5-year
Capital
Improvement
Plan**
Date: 01/03/2017

Subject: Update the 5-year Capital Improvement Plan
Department: Public Utilities
Presented by: Ted Credle
Presentation: Yes

Issue Statement

The Public Utilities Department has updated the proposed 5-year Capital Improvement Plan and is requesting the Council to approve this plan.

Financial Impact

None

Action Needed

Approve the 5-year Capital Improvement Plan (CIP) for the Public Utilities Department

Recommendation

Staff recommends the approval of the updated CIP

Approved: City Manager City Attorney (not required)

Attachments:

Proposed, updated CIP



Staff Report

**Business
Agenda
Item: Update the
5-year
Capital
Improvement
Plan**

In order to stay competitive for future grants and loans through the State's various programs, each applying governing body needs to have a current Capital Improvement Plan (CIP) that outlines the future direction of the utility. The current 5-year CIP was approved in August of 2014. This "updated version" addresses future Town needs in the areas of growth management and stability of water supply. The updated CIP also furthers the long running issues of electric voltage conversion, I&I in the sewer collection system, and the upgrade of the Town utility infrastructure.

The Public Utilities Department recognizes that any funding for a capital improvement project must be approved by Town Council as part of the fiscal year's budget process and that the 5-year CIP is a projected road map of where the Department believes future capital expenditures will be needed.



**TOWN OF
SMITHFIELD**

PUBLIC UTILITIES

**5 YEAR
CAPITAL PLAN**

DECEMBER 6, 2016

TABLE OF CONTENTS

ELECTRIC

- Smart Meter Deployment
- Town-wide Voltage Conversion
- Generators for Lift Station Load Management (#4, #5, #6, & #11)
- Cat 289D Type Bucket Truck
- New Tractor for Grass Cutting on Power Lines

WATER PLANT

- Clear Track Vacuum System for Filter Basins
- Plant Enlargement – Construct 4th Train
- Elevated 500,000-gallon Water Tank at Wilson’s Mills Road
- 1,000,000-gallon Water Tank at Water Plant
- Sludge Process Upgrades

WATER & SEWER

- Reduction of I/I into Sanitary Sewer System
- Lift Station Repair & Replacement
- Smart Meter Deployment
- Water Line Upgrades
- Digitized Mapping of Water & Sewer System
- 16” Water Line Along Durwood Stephenson Highway
- Vector Truck
- Manhole Rehabilitation
- Workforce Mobility

Public Utilities 5-Year Capital Improvement Plan

Electric Division

Project: Smart Meter Deployment
Description: The Town proposes to acquire and install Smart Grid metering infrastructure for the electric utility and residential & commercial customers. The project will be “phased in” over the course of five (5) years to accommodate the large capital expenditure.
Justification: The benefits of Smart Grid technology are widely known (accuracy in metering, alerts to incidents, customer self-management, etc.). Building upon the success of the pilot program will enable all Town customers to reap the benefits.

Fiscal Year Estimated Expenditure:	2017-2018	\$500,000
	2018-2019	\$500,000
	2019-2020	\$350,000
	2020-2021	\$50,000
	2021-2022	\$10,000

Project: Voltage Conversion & Circuit from Brogden Road
Description: Replacement of distribution transformers in service areas fed by the Brogden Road transformer. Coincidentally, the Town will begin to design a new circuit to service the north end of Smithfield, in preparation for increased demand that is anticipated with town growth.
Justification: The Brogden Road station was constructed without permanent distribution transformers. To save cost, step down transformers were installed in that service area. The replacement of the transformers with higher voltage units, provides a more stable supply that is less susceptible to demand outages. This project has been on-going for multiple years and will continue for many years to come. The design of the circuit will allow the Town to begin using the second transformer as it was originally intended.

Fiscal Year Estimated Expenditure:	2017-2018	\$250,000
	2018-2019	\$300,000
	2019-2020	\$400,000
	2020-2021	\$500,000
	2021-2022	\$500,000

Project: Generator for Load Management at Town Lift Stations
Description: Four (4) of the Town lift stations will need a generator to participate in the Town’s load management program. These stations are identified as #4, #5, #11, & #16.
Justification: By installing a generator at each of these four (4) stations, the stations will have the ability to participate in load management; which would result in power savings for the Town. A secondary effect of the installation is to provide backup power at each of these stations, in the event of an emergency.

Fiscal Year Estimated Expenditure:	2017-2018	\$0
	2018-2019	\$0
	2019-2020	\$50,000
	2020-2021	\$50,000
	2021-2022	\$0

Project: Replace Electric Bucket Truck

Description: The bucket truck will be used to replace an aged vehicle in the fleet. This truck is used in the repair and replacement of electric transmission and service lines throughout the Town. This particular truck allows for access to the wires which are suspended 30'-40' in the air.

Justification: One (1) of the two (2) bucket trucks in the fleet is aged (~20 years old) and is in ever-escalating need of repair. This expenditure will be used to replace a vital vehicle in the Electric Division fleet. It is proposed to spread the cost of this truck over two years.

Fiscal Year Estimated Expenditure:	2017-2018	\$115,000
	2018-2019	\$115,000
	2019-2020	\$0
	2020-2021	\$0
	2021-2022	\$0

Project: New Tractor

Description: The tractor will be used to haul a grass cutter behind so the Electric Division will be able to maintain the electric easements in the Town.

Justification: The need to maintain the electric easements is obvious. Often the trucks cannot access the necessary pole, where the repair is specified, due to small trees and thick underbrush. This acquisition is intended to remedy the situation by enabling the Electric Division to clear the easements and access the work site.

Fiscal Year Estimated Expenditure:	2017-2018	\$0
	2018-2019	\$0
	2019-2020	\$75,0000
	2020-2021	\$75,000
	2021-2022	\$0

Water Plant Division

Project: Clear Track Vacuum System
Description: The Water Plant will install a cleaning system to remove sediment from the filter basins.
Justification: The reduction of sediment from the treatment process will reduce wear and tear on the filters. This reduction of wear will extend filter life and provide a reduction in sediment throughout the distribution system, which is a major cause of main breaks and infrastructure deterioration.

Fiscal Year Estimated Expenditure:	2017-2018	\$40,000
	2018-2019	\$40,000
	2019-2020	\$0
	2020-2021	\$0
	2021-2022	\$0

Project: Water Plant Enlargement
Description: The Water Plant will be enlarged by constructing the 4th process train, per the original design plans of the plant
Justification: To meet the increasing demand from both the County and anticipated growth in the Town, the Water plant will need to be able to draw, treat, and distribute more water in the coming years. This enlargement will enable the Town to meet the need and ensure adequate supply for the Town, as we move forward. Although the plan includes a proposed budget, it is anticipated this will cost many millions of dollars and will require State Revolving Fund assistance.

Fiscal Year Estimated Expenditure:	2017-2018	\$60,000
	2018-2019	\$150,000
	2019-2020	\$500,000
	2020-2021	\$500,000
	2021-2022	\$500,000

Project: 500,000 Gallon Elevated Storage Tank
Description: The Town will construct a 500,000 gallon elevated storage tank near the corner of Wilson's Mills Road and Durwood Stephenson Road.
Justification: The expected growth of the Town, in the northern end will pose a challenge to the Town to maintain appropriate quantity and pressure for this growing area, A new, elevated tank will provide a solution to both issues and provides the Town with much needed storage, which complies with regulatory requirements.

Fiscal Year Estimated Expenditure:	2017-2018	\$0
	2018-2019	\$75,000
	2019-2020	\$0
	2020-2021	\$800,000
	2021-2022	\$500,000

Project: 1,000,000 Gallon Finished Water Storage Tank

Description: The water plant will construct a new 1,000,000 gallon tank in the grassy area across from the existing water plant.

Justification: The water plant will need increased storage for finished water going into the system, per state regulations, once the water plant is enlarged. This new tank will not only allow the Town to meet this requirement, but will allow for greater storage of finished water, when natural disasters and/or emergencies occur. This tank will also require State Revolving fund assistance.

Fiscal Year Estimated Expenditure:	2017-2018	\$90,000
	2018-2019	\$800,000
	2019-2020	\$800,000
	2020-2021	\$0
	2021-2022	\$0

Project: Sludge Process Upgrades

Description: The water plant will make upgrades to the sludge processing system

Justification: The water plant will need upgrades to the sludge processing system to accommodate increased sludge from the enlarged plant, as well as, provide the possibility to process sludge from outside sources as a potential revenue stream.

Fiscal Year Estimated Expenditure:	2017-2018	\$0
	2018-2019	\$0
	2019-2020	\$0
	2020-2021	\$70,000
	2021-2022	\$50,000

Water & Sewer Division

Project: Reduction of Inflow & Infiltration (I&I) into Sanitary Sewer Collection System
Description: The reduction of I&I into the collection system will be a continuous issue that will need funding on a continuous basis
Justification: The reduction of I&I will reduce wear and tear on the collection system, extend the useful life of the collection system and help reduce the payments the town makes to the County, as there will be less water in the system flowing through the County WWTP meter.

Fiscal Year Estimated Expenditure:	2017-2018	\$100,000
	2018-2019	\$100,000
	2019-2020	\$100,000
	2020-2021	\$100,000
	2021-2022	\$150,000

Project: Lift Station Repair
Description: The Town will establish a program to rehabilitate each of the 16 lift stations in the collections system, in need of repair & refurbishment.
Justification: The lift stations in the sanitary sewer system have suffered from a bit of neglect and as a result, are operation at less than top efficiency. The Town will begin to update control panels, refurbish and replace pumps, and repair dilapidated fencing. Such a program will lead to less malfunctions, less repair calls and reduce the risk of sanitary sewer spills.

Fiscal Year Estimated Expenditure:	2017-2018	\$100,000
	2018-2019	\$100,000
	2019-2020	\$100,000
	2020-2021	\$100,000
	2021-2022	\$150,000

Project: Smart Meter Deployment
Description: The Town proposes to acquire and install Smart Grid metering infrastructure for the water utility and residential & commercial customers. The project will be “phased in” over the course of five (5) years to accommodate the large capital expenditure.
Justification: The benefits of Smart Grid technology are widely known. Building upon the success of the pilot program will enable all Town customers to reap the benefits.

Fiscal Year Estimated Expenditure:	2017-2018	\$500,000
	2018-2019	\$500,000
	2019-2020	\$400,000
	2020-2021	\$250,000
	2021-2022	\$10,000

Project: Water Line Upgrades Around Town
 Description: The Town will establish a program to rehabilitate water mains in the distribution system throughout the Town.
 Justification: The water mains in the water distribution system are aged and have suffered from a bit of neglect. As a result, these water mains are operating at less than top efficiency. The Town will begin to update these lines by rehabilitation and replacement. Such a program will lead to more stable water pressure, less repair calls, and reduce the risk of water main breakage.

Fiscal Year Estimated Expenditure:	2017-2018	\$50,000
	2018-2019	\$50,000
	2019-2020	\$50,000
	2020-2021	\$50,000
	2021-2022	\$50,000

Project: Digitized Mapping of Water & Sewer System
 Description: The Town will keep the service map updated by hiring a surveyor to collect data on new Town infrastructure, as it gets built.
 Justification: The Town will have a surveyor “on-call” to collect data when Town infrastructure is expanded. The new infrastructure can be accurately added to the published service maps and kept updated. The provision of accurate information will benefit the service crews, as well as, provide an accurate assessment for potential businesses looking to locate in the Town service areas.

Fiscal Year Estimated Expenditure:	2017-2018	\$10,000
	2018-2019	\$10,000
	2019-2020	\$10,000
	2020-2021	\$10,000
	2021-2022	\$10,000

Project: 16” Water Line along Durwood Stephenson Highway
 Description: The Town will design and construct a 16” water line along Durwood Stephenson highway, which will connect US-70 Highway to the 16” water line at the intersection of Buffalo Road and Booker Dairy Road.
 Justification: The connection of this water line will create a “loop” in the Town water transmission line. This “loop” will leave the Town less susceptible to fluctuation in water supply, water quality and water pressure.

Fiscal Year Estimated Expenditure:	2017-2018	\$85,000
	2018-2019	\$200,000
	2019-2020	\$250,000
	2020-2021	\$250,000
	2021-2022	\$200,000

Project: Workforce Mobility
 Description: The Town will establish a program to provide service crews with electronic means to interact with the work order system.
 Justification: The Town will acquire electronic devices and appropriate software to integrate the work order system so that service crews can respond with greater accuracy and speed. Upon completion of their assigned tasks, the crews can “log-in” the repair and the system can be kept updated.

Fiscal Year Estimated Expenditure:	2017-2018	\$5,000
	2018-2019	\$0
	2019-2020	\$5,000
	2020-2021	\$0
	2021-2022	\$5,000

Project: Manhole Rehabilitation
 Description: The Town will establish a program to rehabilitate manholes in need of repair, in conjunction with those manholes identified by annual infrastructure assessments .
 Justification: The Town sanitary sewer collection system is aged and certain sections have suffered from a bit of neglect. As a result, these lines are operating at less than top efficiency. The Town will begin to rehabilitate the worst manholes identified by annual assessments, refurbishing the interiors by cementitious re-build and epoxy coating. Such repair and rehabilitation will result in extended infrastructure life and further reduce I&I into the Town sanitary sewer collection system.

Fiscal Year Estimated Expenditure:	2017-2018	\$30,000
	2018-2019	\$30,000
	2019-2020	\$50,000
	2020-2021	\$50,000
	2021-2022	\$50,000

Project: Vactor Truck
 Description: The Town will split the cost of a replacement Vactor truck over the course of two years, making the purchase in the second fiscal year.
 Justification: The Town will need a new, or newer, Vactor truck to replace an aged vehicle. The wear and tear on such vehicles is great and repair costs will be high due to the nature of the work such vehicles endure. The timing of this replacement can be put off for a few years as the current need exists, but is not pressing.

Fiscal Year Estimated Expenditure:	2017-2018	\$0
	2018-2019	\$0
	2019-2020	\$0
	2020-2021	\$150,000
	2021-2022	\$150,000

TOWN OF SMITHFIELD PUBLIC UTILITIES

FIVE YEAR CAPITAL PLAN (UPDATE)

January 3, 2017



5 Year Capital Improvement Plan

- Capital Improvement Plan guides the direction of the Department - lays out future growth
- Not required, but necessary to qualify for grants & loans
- In July 2014, Council Approved most recent 5-year plan
- After 2 ½ years, the Plan is due for an update



5 Year Capital Improvement Plan

Summary of Approved CIP in 2014:

Category	Budgeted FY 14-15	Proposed FY 15-16	Proposed FY 16-17	Proposed FY 17-18	Proposed FY 18-19	Year Summary
Water Plant	214,115	212,948	209,710	222,100	0	658,873
Water and Sewer	214,115	212,948	209,710	222,100	0	658,873
Other	0	0	0	0	0	0
Total	214,115	212,948	209,710	222,100	0	658,873



5 Year Capital Improvement Plan

2014 Plan: Electrical

- CAT 289D Type Compact Loader (50/50 split w/Water-Sewer)
- Electric Charging Station & Electric Hybrid Vehicle
- Engineering Technician's Service Vehicle
- Mini-Excavator (50/50 split w/Water-Sewer)
- Infrared Camera
- Southside Voltage Conversion
- Generator for Load Management at Town Lift Stations
- AMI - Smart Meters
- Operations Center Generator for Load Management
- Electric Superintendent's Vehicle



5 Year Capital Improvement Plan

2014 Plan: Electrical - ACCOMPLISHED

- ~~CAT 289D Type Compact Loader (50/50 split w/Water-Sewer)~~
- ~~Electric Charging Station & Electric Hybrid Vehicle~~
- ~~Engineering Technician's Service Vehicle~~
- ~~Mini-Excavator (50/50 split w/Water-Sewer)~~
- ~~Infrared Camera~~
- Southside Voltage Conversion **on-going**
- Generator for Load Management at Town Lift Stations
part of Hwy 210 project
- AMI - Smart Meters **on-going**
- Operations Center Generator for Load Management **this fy**
- ~~Electric Superintendent's Vehicle~~



5 Year Capital Improvement Plan

2016 Plan: Electrical

- New Electrical Bucket Truck
- Smart Meters (Nexgrid)
- Town-wide Voltage Conversion (on-going)
- Build North Town Circuit from Brogden Road
- Generator at Town Lift Stations (#4, #5, #6, & #11)
- 3046R Type John Deere Tractor



5 Year Capital Improvement Plan

2014 Plan: Water Plant

- Basin Valve Reconditioning
- Alum Tank Replacement
- Elevated Water Tank Mixer
- Rebuild High Service Discharge Valves
- Rebuild Raw & Settled Discharge Valves
- Replace Lab Spectrophotometer
- Replace Lab A/C Unit
- New Alum & Caustic Pumps
- Dredge Reservoir & Construct Improvements
- Replace Flocculator Paddles & Shafts
- Caustic Soda (NaOH) Replacement
- Update Flow Controls for Filters



5 Year Capital Improvement Plan

2014 Plan: Water Plant - ACCOMPLISHED

- ~~Basin Valve Reconditioning~~
- Alum Tank Replacement *this fy*
- ~~Elevated Water Tank Mixer~~
- ~~Rebuild High Service Discharge Valves~~
- ~~Rebuild Raw & Settled Discharge Valves~~
- ~~Replace Lab Spectrophotometer~~
- ~~Replace Lab A/C Unit~~
- ~~New Alum & Caustic Pumps~~
- ~~Dredge Reservoir & Construct Improvements~~
- ~~Replace Flocculator Paddles & Shafts~~
- ~~Caustic Soda (NaOH) Replacement~~
- ~~Update Flow Controls for Filters~~



5 Year Capital Improvement Plan

2016 Plan: Water Plant

- Clear Track Vac System for Filter Basin
- Plant Enlargement (construct 4th train)
- New 1 Million Gallon Finished Water Tank
- Elevated Tank (Wilson's Mills Road)
- Sludge Process Upgrades



5 Year Capital Improvement Plan

2014 Plan: Water & Sewer

- CAT 289D Type Compact Loader (50/50 split w/Electric)
- Mini-Excavator (50/50 split w/Electric)
- Replace 2" Water Line in Wilson Street
- Reduce I&I into Collection System
- Acquire Large/Miscellaneous Tools
- Jet Vactor Truck #709
- Lift Station Repair & Replacement
- AMI - Smart Meters
- SCADA for Lift Stations
- W&S Senior Crew Leader Truck #700
- NC Hwy 210 Force Main Project
- Backhoe #702 Replacement
- Air Compressor Replacement
- Asset Management System
- Digitized Mapping of Water & Sewer Systems
- Workforce Mobility



5 Year Capital Improvement Plan

2014 Plan: Water & Sewer - ACCOMPLISHED

- ~~CAT 289D Type Compact Loader (50/50 split w/Electric)~~
- ~~Mini-Excavator (50/50 split w/Electric)~~
- ~~Replace 2" Water Line in Wilson Street~~
- Reduce I&I into Collection System **on-going**
- ~~Acquire Large/Miscellaneous Tools~~
- ~~Jet Vactor Truck #709~~
- Lift Station Repair & Replacement **on-going**
- AMI - Smart Meters **on-going**
- ~~SCADA for Lift Stations~~
- ~~W&S Senior Crew Leader Truck #700~~
- NC Hwy 210 Force Main Project **this fy**
- ~~Backhoe #702 Replacement~~
- ~~Air Compressor Replacement~~
- Asset Management System **on-going**
- Digitized Mapping of Water & Sewer Systems **this fy**
- Workforce Mobility



5 Year Capital Improvement Plan

2016 Plan: Water & Sewer

- Reduce I&I into Collection System
- Lift Station Repair & Replacement
- AMI - Smart Meters
- Water Line Upgrades around Town
- Digitized Mapping of Water & Sewer Systems
- 16" Water Line along Durwood Stephenson Road
- Manhole Rehabilitation program
- New Vactor Truck
- Workforce Mobility



5 Year Capital Improvement Plan

Priority	Electric	Proposed FY 17-18	Proposed FY 18-19	Proposed FY 19-20	Proposed FY 20-21	Proposed FY 21-22
1	New Transformer		75,000	75,000		
2	Village Center Area & Court East Brogden Road Substation	210,000	300,000	400,000	500,000	500,000
3	Advanced Metering Infrastructure Smart Grid	500,000	500,000	500,000	500,000	500,000
4	Generator for Load Management for Transit LR Stations	115,000	115,000	50,000	50,000	
5	Regional Bus Rapid Transit Station					
	Total	815,000	915,000	975,000	1,050,000	1,000,000
	Water Plant					
	Proposed FY 17-18					
1	Clear Truck Fuel System for Fleet Wash	40,000	75,000			
2	Agreement Between Village with 100,000 gallon tank			800,000	500,000	
3	New 1 million gallon finished water tank	90,000	850,000	800,000		
4	Plant equipment - new tank	40,000	150,000	500,000	500,000	50,000
5	Sludge Storage upgrade				70,000	
	Total	190,000	1,075,000	1,300,000	1,370,000	1,050,000
	Water and Sewer					
	Proposed FY 17-18					
1	Installation of 10 new sanitary lines	100,000	100,000	100,000	100,000	100,000
2	LR Station Repair Items & Upgrade included	100,000	100,000	100,000	100,000	150,000
3	SR - Additional Manholes & Structures	100,000	100,000	100,000	100,000	100,000
4	Water Line Repairs Throughout Town	50,000	50,000	50,000	50,000	50,000
5	Disposal Relocation of Manholes & Sewer Systems	10,000	10,000	10,000	10,000	10,000
6	10" Water Line along Courtyard Stationhouse	85,000	200,000	250,000	250,000	200,000
7	Manhole Relocation from New Station to street	5,000	5,000			
8	Manhole Relocation	10,000	10,000	50,000	50,000	50,000
9	Water Truck			150,000	150,000	
	Total	450,000	565,000	650,000	650,000	770,000



5 Year Capital Improvement Plan

- 2016 Plan: Summary
- Revised Plan Sets Goals for a Longer Term - True 5-year Plan
 - Electric Will Look to Utilize Brogden Road Transformer
 - Water Plant Responding to Expected Growth & Demand
 - Water & Sewer Will Continuously Update Infrastructure
- This update, like all updates, is non-binding. Will approach the Council in 2017 with another update.



5 Year Capital Improvement Plan

QUESTIONS?





Request for City Council Action

Business **Bid Award**
Agenda **Inclusion Park**
Item: **& Miracle**
League
Baseball Field
Date: **01/03/2017**

Subject: Inclusion Park and Miracle League Baseball Field
Bid Award for Sitework/Grading/Concrete

Department: Parks and Recreation

Presented by: Gary Johnson and Bill Dreitzler

Presentation: Yes

Issue Statement

Parks and Recreation received bids for the sitework/grading/concrete phase of the proposed Inclusion Park and Miracle League Baseball Field on Wednesday, December 7, 2016. Bids were received from J.P. Edwards, Inc., and Professional Services Group, LLC. Both projects are to be constructed at the S.R.A.C.

Financial Impact

The project is being constructed using funds from the Partnership to Build a Miracle in Johnston County. The partnership includes The Miracle League of Johnston County and the Johnston County Partnership for Children.

Action Needed

Council to vote to accept or deny the lump sum base bid of \$399,999.99 from Professional Services Group, LLC.

Recommendation

Staff recommends award of the contract to Professional Services Group, LLC in the lump sum base bid amount of \$399,999.99.

Approved: City Manager City Attorney

Attachments:

1. Professional Services Group, LLC Bid Form
2. JP Edwards, Inc. Bid Form



Staff Report

**Business
Agenda
Item:** **Bid Award
Inclusion
Park &
Miracle
League
Baseball
Field**

On Wednesday, December 7, 2016 we received bids for the Sitework/Grading/Concrete phase of construction for the Inclusion Park and Miracle League Baseball Field. Bids were opened at 3:00 PM and read aloud. We received the following lump sum bids:

Professional Services Group, LLC \$399,999.99
JP Edwards, Inc. \$485,104.00

The PSG bid was considered complete and included the Bid Form, Non-Collusive Affidavit, Authority to Execute, and acknowledgement of the 3 bid addendum. The bid package also included references. My due diligence review of the apparent low bidder, PSG, found the bid to be complete and acceptable with the exception of my concern over the undercut unit price included in the bid form. PSG submitted an undercut unit rate of \$55/CY versus a rate of \$19.50/CY submitted with the JP Edwards bid. **The engineer's quantity estimate for undercut was 750 CY and this estimate was included in the bid form.** However, based on a field assessment of site conditions it is my opinion that the undercut quantity for the project may exceed 2,000 CY. I discussed my concern with Mr. Ken Wood, PSG regarding the high unit rate for undercut and our limited project budget. PSG agreed to limit the \$55/CY rate to the first 750 CY of undercut. Any undercut quantities that exceed 750 CY will be charged either at a lower negotiated rate or on a cost-plus basis. Final language regarding the cost of undercut will be included in the contract. **Based on PSG's agreement to cap the \$55/CY undercut unit rate at 750 CY, I am recommending award of the contract to Professional Services Group, LLC.** The lump sum base bid award amount is \$399,999.99. Additional project costs to be measured based on quantity include rock excavation and undercut. We do not anticipate any rock excavation.

Bill Dreitzler, P.E.
Smithfield Town Engineer

**SITWORK / GRADING AND CONCRETE PROJECT PHASES
BID FORM**

**Town of Smithfield - Partnership for Children Park
 and
 Baseball Field Site for Miracle League of Johnston County**

Bid Submitted by: Professional Services Group, LLC

Date : 11/29/2016

Contractors License # 201510190015

This is a LUMP SUM BASE BID Project.

Bidder has included all cost and items necessary to complete the SITWORK / GRADING and CONCRETE project phases in the LUMP SUM BASE BID amount indicated below as can be reasonably inferred by the project contract documents, plans and specifications. Scope exceptions are noted below.

LUMP SUM BASE BID = \$ 399,999.99

Bid in Words = Three Hundred Ninety Nine Thousand Nine Hundred Ninety Nine Dollars and Ninety Nine Cents

EXCLUDED SCOPE ITEMS

Bidder shall exclude the following scope items as noted on the contract documents, plans and specifications from the lump sum base bid price for the SITWORK / GRADING and CONCRETE project phases.

- 1 All items noted as "by others"
- 2 All items noted as "designated community build by others"
- 3 All items noted as "add alternate"
- 4 All demolition items noted on Sheet C1.0 of the Partnership for Children Park Plans
- 5 All Water Utility items
- 6 All Sewer Utility items
- 7 All landscape plantings (seeding is part of the bid scope)
- 8 Miracle League Field Play Surface
- 9 Miracle League Field Fencing and Gates
- 10 Miracle League Fair and Foul Poles
- 11 Site Clearing and Grubbing (Donated Item)

UNIT RATE ITEMS

Unit Rates shall be provided below for the listed items. These unit rates shall be applied to measured quantities as may be required during construction.

Item No.	Item Description	Unit	Evaluation Quantity	Unit Price	Extended Price
1	Undercut	CY	750	\$55.00	\$ 41,250.00
2	Rock Excavation	CY	10	\$1,485	\$ 14,850.00

Subcontractor List

Subcontractor Information	Company Name	License #	Contact Name/Address/Phone #
	NA		

Bidder has examined copies of all the Bidding Documents, the Advertisement for Bids, and of the following Addenda (receipt of which is hereby acknowledged):

Addendum

No.	Addendum	Date
	Addendum 1	11/23/2016
	Addendum 2	11/25/2016
	Addendum 3	11/29/2016

By: Professional Services Group, LLC
(Bidder / Contractor / Company)

License # 201510190015

By: 
(Signature)

NAME OF SIGNER: Kenneth A. Wood
(Please Print or Type)

TITLE OF SIGNER: Managing Member
(Please Print or Type)

Address: 468 S. Spring Garden Ave STE B Deland, FL 32720

Phone # 386-804-4678

Email # kwood@psgpipe rehab.com

DATE: 11/29/2016

**SITework / GRADING AND CONCRETE PROJECT PHASES
BID FORM**

**Town of Smithfield - Partnership for Children Park
and
Baseball Field Site for Miracle League of Johnston County**

Bid Submitted by: J.P. Edwards, Inc Date: 12/7/2016
 Contractors License # 8491

This is a LUMP SUM BASE BID Project.

Bidder has included all cost and items necessary to complete the SITework / GRADING and CONCRETE project phases in the LUMP SUM BASE BID amount indicated below as can be reasonably inferred by the project contract documents, plans and specifications. Scope exceptions are noted below.

LUMP SUM BASE BID = \$ 485,104

Bid in Words = Four hundred eighty five thousand one hundred and four dollars

EXCLUDED SCOPE ITEMS

Bidder shall exclude the following scope items as noted on the contract documents, plans and specifications from the lump sum base bid price for the SITework / GRADING and CONCRETE project phases.

- 1 All items noted as "by others"
- 2 All items noted as "designated community build by others"
- 3 All items noted as "add alternate"
- 4 All demolition items noted on Sheet C1.0 of the Partnership for Children Park Plans
- 5 All Water Utility items
- 6 All Sewer Utility items
- 7 All landscape plantings (seeding is part of the bid scope)
- 8 Miracle League Field Play Surface
- 9 Miracle League Field Fencing and Gates
- 10 Miracle League Fair and Foul Poles
- 11 Site Clearing and Grubbing (Donated Item)

UNIT RATE ITEMS

Unit Rates shall be provided below for the listed items. These unit rates shall be applied to measured quantities as may be required during construction.

Item No.	Item Description	Unit	Evaluation Quantity	Unit Price	Extended Price
1	Undercut	1 CY	750	\$ 19.50	\$ 14,625.00
2	Rock Excavation	1 CY	10	\$.01	\$.01

Subcontractor List

Subcontractor Information	Company Name	License #	Contact Name/Address/Phone #
1	Bob Paving		George Cordeiro - 919-815-7770

Bidder has examined copies of all the Bidding Documents, the Advertisement for Bids, and of the following Addenda (receipt of which is hereby acknowledged):

Addendum

No.	Date
1	
2	
3	

By: JP EDWARDS, INC
(Bidder / Contractor / Company)

License # 8491

By: James P. Edwards, Jr
(Signature)

NAME OF SIGNER: James Paul Edwards, Jr
(Please Print or Type)

TITLE OF SIGNER: President
(Please Print or Type)

Address: PO Box 2301 Smithfield NC 27577

Phone # 919-934-0518

Email # JPEdwards inc@gmail.com

DATE: 12/7/16



Request for City Council Action

Business Talton Park
Agenda Restroom
Item: Renovations
Date: 01-03-2017

Subject: TALTON PARK RESTROOM RENOVATIONS
Department: PARKS AND RECREATION
Presented by: GARY JOHNSON
Presentation: BUSINESS

Issue Statement

The Parks and Recreation Department Staff would like to recommend awarding to JLP Carpentry the bid to renovate the Restrooms and Restroom Building at Talton Park in the amount of \$14,000.00.

Financial Impact

Council approved \$15,000.00 to renovate this facility in the 16/17 FY Budget. This money was approved in the Capital Improvements Line Item (106200.7400).

Action Needed

Award the bid to JLP Carpentry to renovate the Talton Park Restrooms.

Recommendation

Award the bid to JLP Carpentry to renovate the Talton Park Restrooms in the amount of \$14,000.00.

Approved: City Manager City Attorney

Attachments: Request for Quotes, and Bids received.



Staff Report

**Business Talton Park
Agenda Restroom
Item: Renovations**

The Parks and Recreation Department requested quotes for the renovations of the Talton Parks Restroom Facilities and received 3 quotes as follows:

JLP Carpentry	\$ 14,000.00
Griwswold Construction Group	\$ 16,880.00
G&G Remodeling and Additions	\$ 18,850.00

JLP Carpentry's quote was within the budget as appropriated by Council. JLP Carpentry also performed the renovations to the Civitan Field Press Box and their work there was of high quality.

It is **staff's recommendation** to award the Talton Field Restroom Renovations Project to JLP Carpentry.

SMITHFIELD PARKS AND RECREATION

REQUEST FOR QUOTES

The Smithfield Parks and Recreation Department is accepting informal quotes for renovation work for the restrooms building at the Talton Soccer Field located at the Corner of Buffalo Road and North Street.

The scope of work includes:

Removing the wall in the front of the building (field side) creating a covered area.

Restroom doors will be moved from the street side to under the covered porch.

Current restroom doors and opening in storage room to be blocked up.

Restrooms to be replumbed.

Building to be painted (off-white)

Eaves and overhangs to be repaired wrapped in vinyl

Roof to be re-shingled

To visit the site, for more information or to submit a quote, please contact:

Gary Johnson

PO Box 2344

600 E. Booker Dairy Rd.

Smithfield, NC 27577

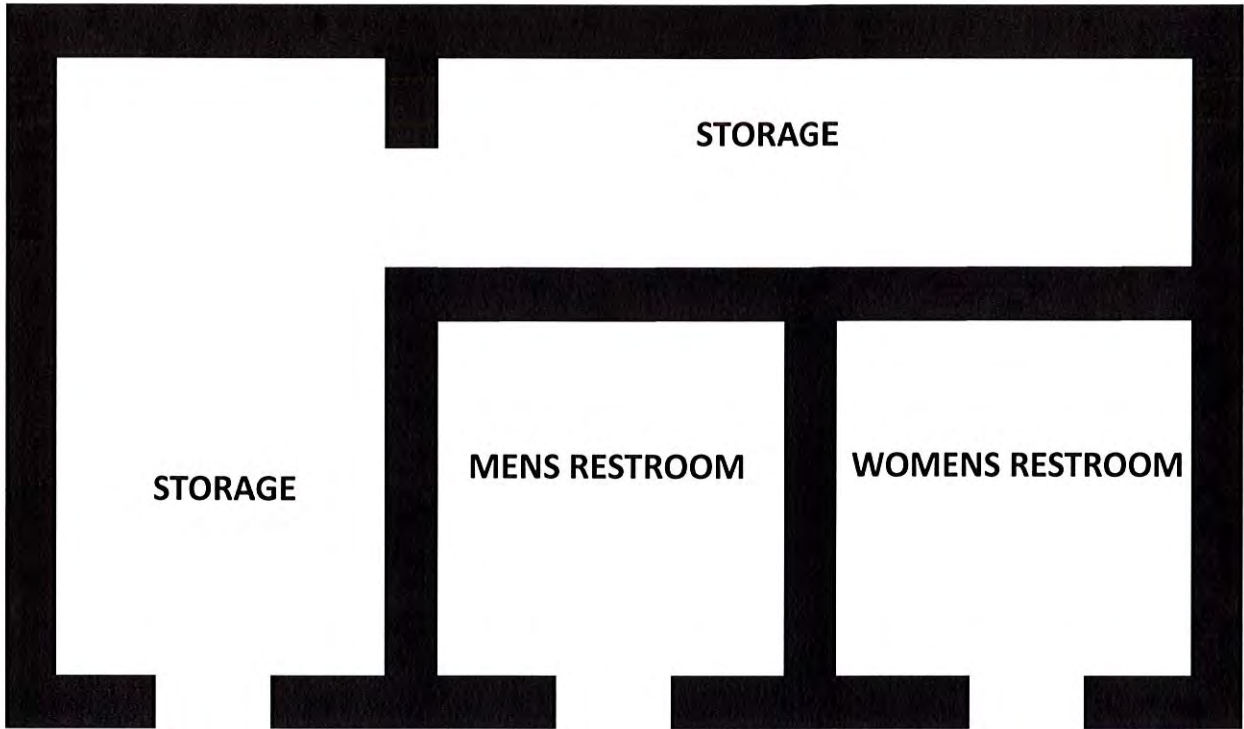
919.934.2148

gary.johnson@smithfield-nc.com

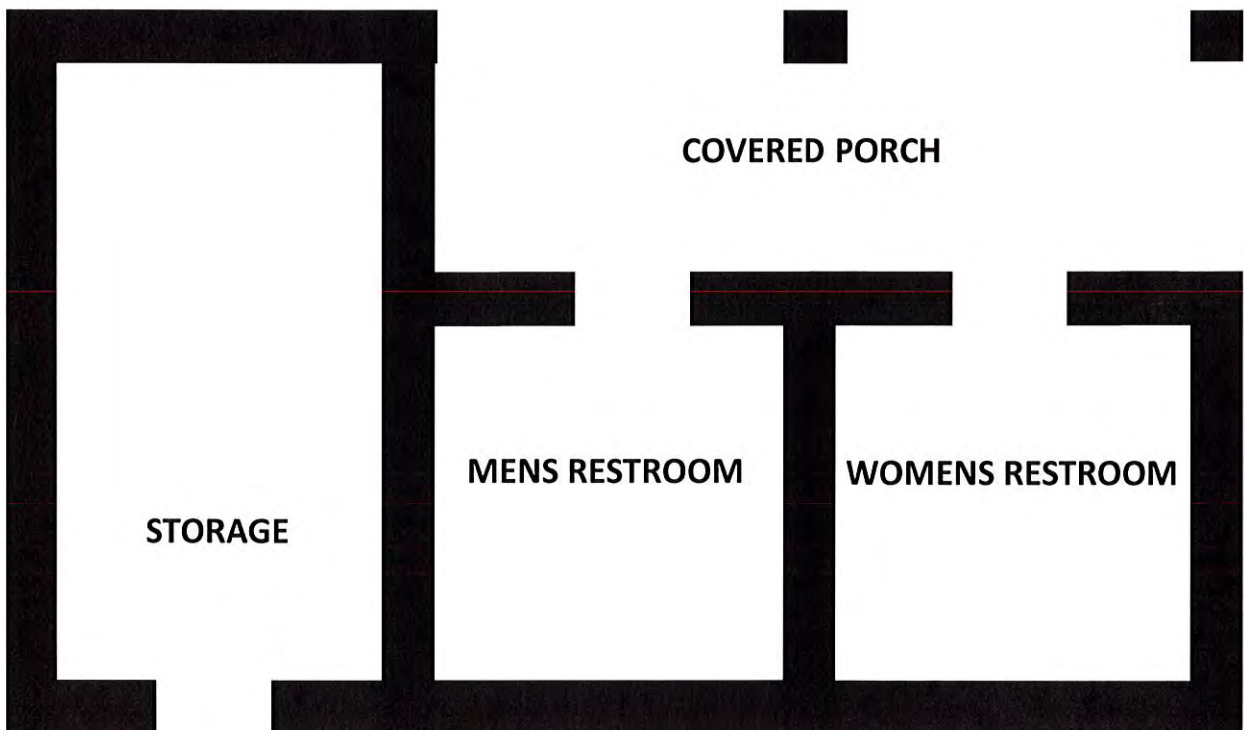
Bids should be submitted no later than Monday, December 19

TALTON PARK RESTROOM RENOVATIONS

CURRENT LAYOUT



PROPOSED LAYOUT



019834

G+G Remodeling + Additions
 P.O. Box 2092
 Smithfield NC 27577

NAME Parks + Rec. SRAC	SHIP TO
ADDRESS TALTON Field Bathrooms	ADDRESS
CITY, STATE, ZIP	CITY, STATE, ZIP

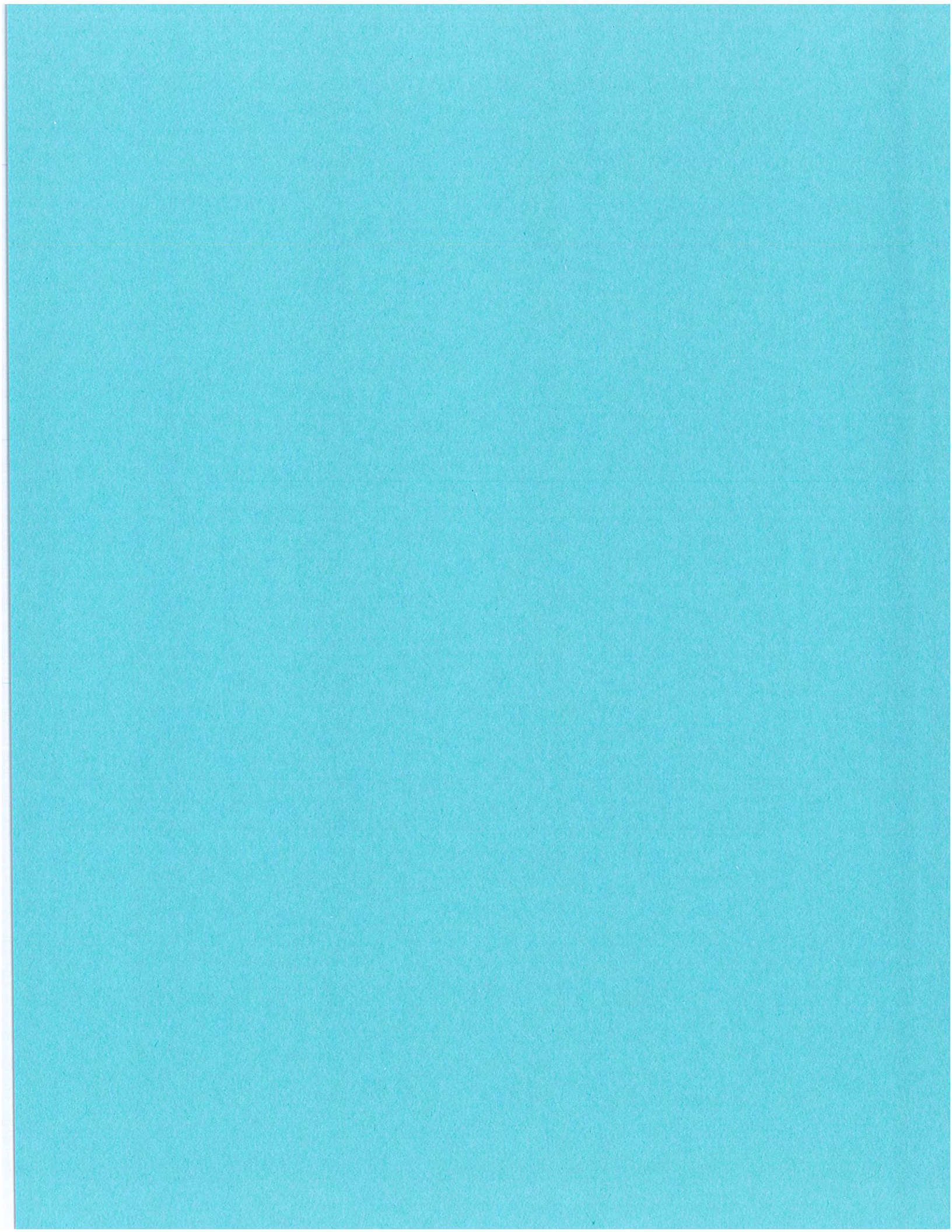
ORDER NUMBER	DEPARTMENT	SALESPERSON	WHEN SHIP	TERMS	HOW SHIP	DATE 12/20/16
--------------	------------	-------------	-----------	-------	----------	------------------

QUANTITY	DESCRIPTION	PRICE	AMOUNT
①	Reconstruct Baths AT Talton Field as discussed with Gary Johnson.		
②	Tear down block on exterior, install wood beam & trim.		
③	Close in with block between storage area + bathrooms		
④	Close in both doors on back of building		
⑤	Cut in and install 2 new doors on front.		
⑥	Install new toilets and new plumbing for all fixtures		
⑦	Install new electrical for bathrooms		
⑧	Install all hardware in bathrooms		
⑨	Form + pour concrete ramp pad in front of building at bath area		
⑩	Install new shingles, siding, soffit, fascia paint on building		
⑪	Plans + Engineer are not included in quote		
⑫	HAUL ALL debris FROM site		18,850.00

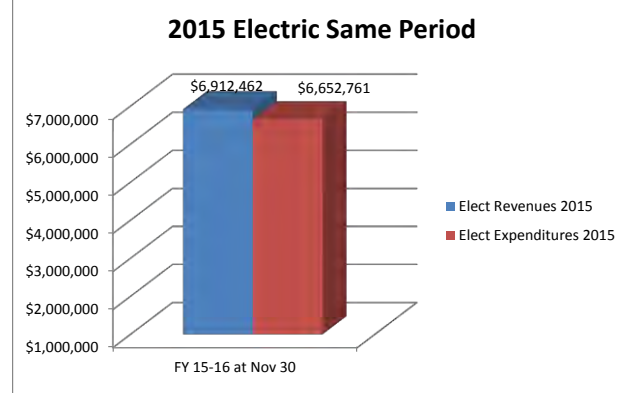
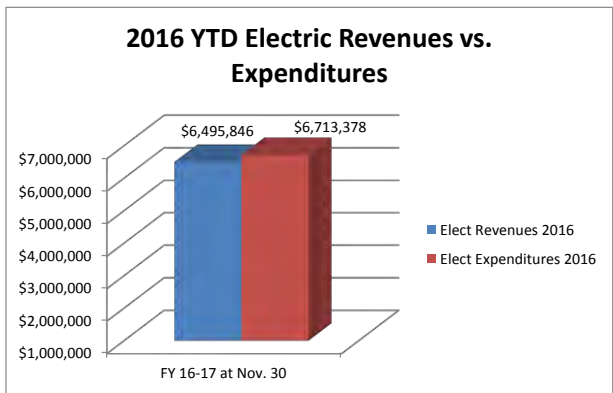
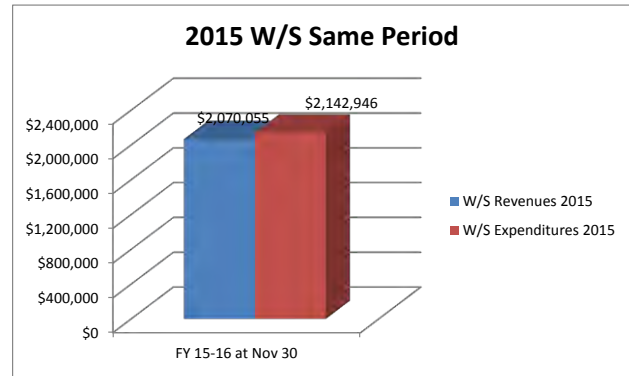
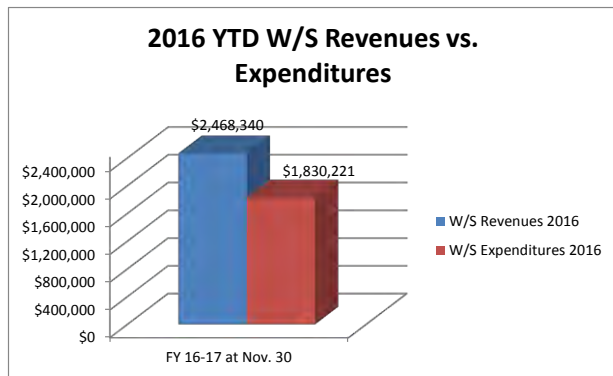
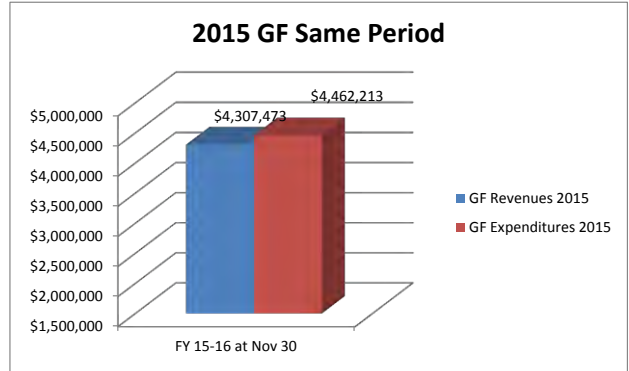
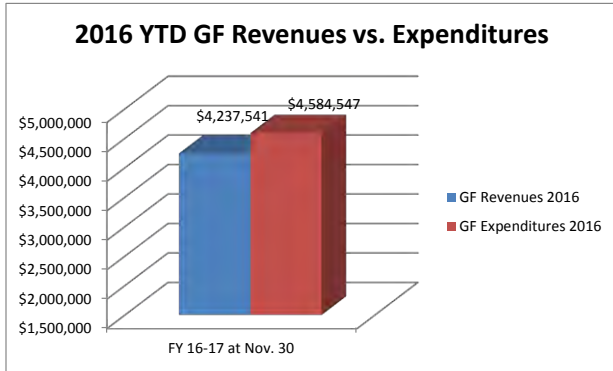
Thanks Rodney

BUYER:

Financial Report



Town of Smithfield Revenues vs. Expenditures



TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
November 30, 2016
Gauge: 5/12 or 41.67 Percent

41.67%

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	\$ 1,830,983	33.12%
Motor Vehicle Taxes	Monthly	-	470,000	225,778	48.04%
Utility Franchise Taxes	Quarterly	-	1,000,000	225,585	22.56%
Local Option Sales Taxes	Monthly	-	2,064,700	598,357	28.98%
Aquatic and Other Recreation	Monthly	-	753,300	315,702	41.91%
Sanitation	Monthly	-	1,306,500	464,371	35.54%
All Other Revenues		-	1,307,825	576,765	44.10%
Loan Proceeds		-	104,000	-	0.00%
Transfers (Electric and Fire Dist.)		-	261,614	-	0.00%
Fund Balance Appropriated		-	803,343	-	0.00%
Total		\$ -	\$ 13,600,061	\$ 4,237,541	31.16%

	Actual	Budget	Actual to Date	YTD %
	FY '15-16	FY '16-17	FY '16-17	Spent
Expenditures				
General Gov.-Governing Body	\$ -	\$ 389,407	\$ 183,605	47.15%
Non Departmental	-	919,709	352,107	38.28%
Debt Service	-	1,283,352	754,674	58.80%
Finance	-	159,792	35,391	22.15%
Planning	-	367,698	123,620	33.62%
Police	-	3,608,768	1,194,810	33.11%
Fire	-	1,498,722	497,332	33.18%
EMS	-	-	-	#DIV/0!
General Services/Public Works	-	483,940	161,551	33.38%
Streets	-	1,251,604	184,782	14.76%
Motor Pool/Garage	-	91,880	33,539	36.50%
Powell Bill	-	348,225	23,634	6.79%
Sanitation	-	1,237,219	390,801	31.59%
Parks and Rec	-	858,580	290,106	33.79%
SRAC	-	927,613	358,595	38.66%
Contingency	-	173,552	-	0.00%
Appropriations/Contributions	-	-	-	0.00%
Total	\$ -	\$ 13,600,061	\$ 4,584,547	33.71%

YTD Fund Balance Increase (Decrease) - -

41.67%

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	\$ 902,009	31.21%
Water Sales (Wholesale)	-	715,210	333,912	46.69%
Sewer Charges	-	3,270,000	1,215,351	37.17%
Tap Fees	-	16,000	11,320	70.75%
All Other Revenues	-	-	5,748	#DIV/0!
Loan Proceeds	-	316,000	-	0.00%
Fund Balance Appropriated	-	-	-	#DIV/0!
Total	\$ -	\$ 7,207,210	\$ 2,468,340	34.25%

	Actual FY '15-16	Budget FY '16-17	Actual to Date FY '16-17	YTD % Spent
Expenditures				
Water Plant (Less Transfers)	\$ -	\$ 1,886,097	\$ 514,775	27.29%
Water Distribution/Sewer Coll (Less Transfers)	-	4,120,521	1,123,012	27.25%
Transfer to General Fund	-	-	-	#DIV/0!
Transfer to W/S Capital Proj. Fund	-	600,000	-	0.00%
Debt Service	-	495,361	192,434	38.85%
Contingency	-	105,231	-	0.00%
Total	\$ -	\$ 7,207,210	\$ 1,830,221	25.39%

ELECTRIC FUND

	Actual FY '15-16	Budget FY '16-17	Actual to Date FY '16-17	YTD % Collected
Revenues				
Electric Sales	\$ -	\$ 16,894,747	\$ 6,242,579	36.95%
Penalties	-	400,000	224,898	56.22%
All Other Revenues	-	90,463	28,369	31.36%
Loan Proceeds	-	-	-	
Fund Balance Appropriated	-	-	-	
Total	\$ -	\$ 17,385,210	\$ 6,495,846	37.36%

	Actual FY '15-16	Budget FY '16-17	Actual to Date FY '16-17	YTD % Spent
Expenditures				
Administration/Operations	\$ -	\$ 2,105,522	\$ 779,384	37.02%
Purchased Power	-	13,600,000	5,482,855	40.32%
Debt Service	-	359,972	359,184	99.78%
Capital Outlay	-	255,000	91,955	
Contingency	-	303,502	-	
Transfers to Electric Capital Proj Fund	-	400,000	-	
Transfer to Water Capital Improvement Fund	-	275,000	-	
Transfers to General Fund	-	86,214	-	0.00%
Total	\$ -	\$ 17,385,210	\$ 6,713,378	38.62%

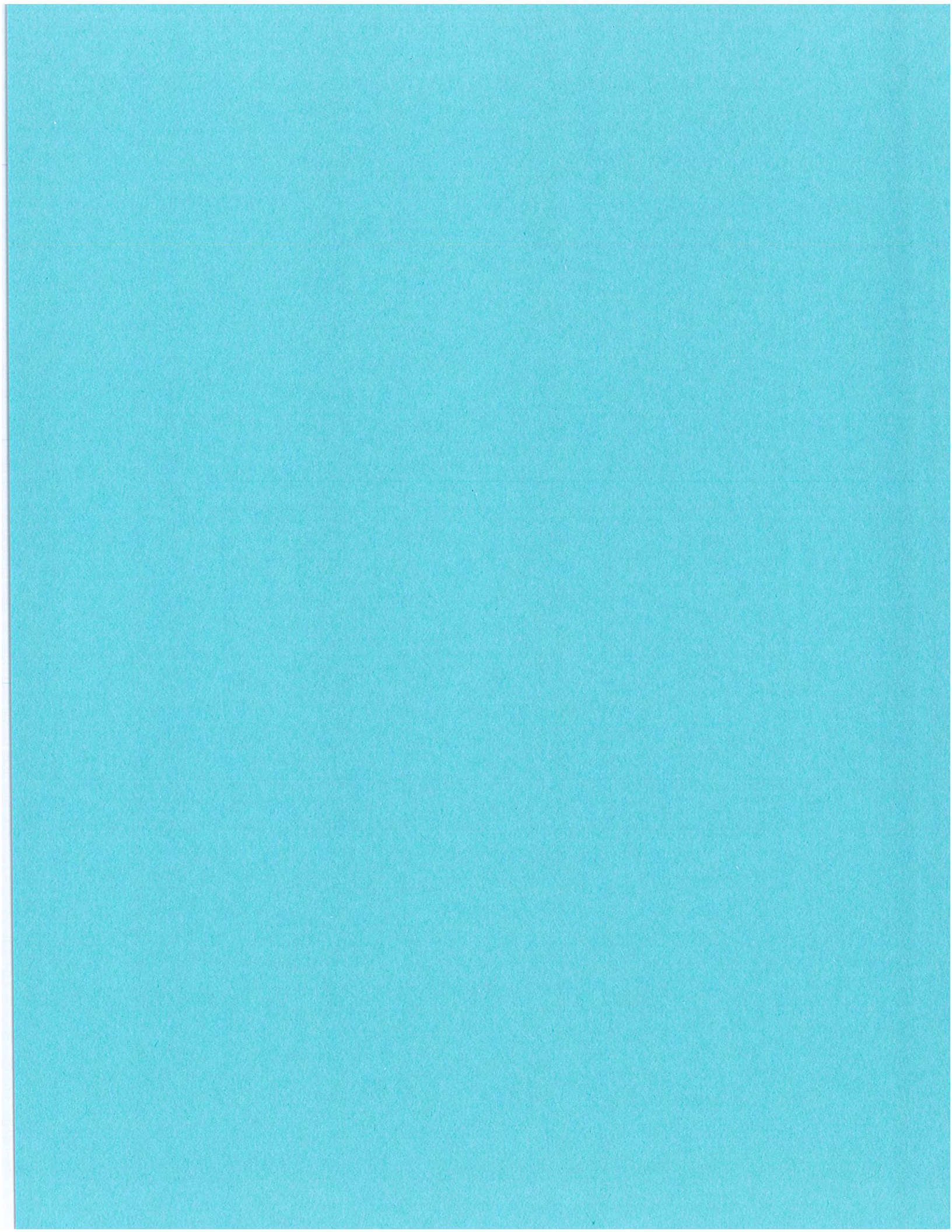
CASH AND INVESTMENTS

General Fund (Includes P. Bill)	7,612,057			
Water and Sewer Fund	4,612,036			Interest Rate
Electric Fund*	8,099,963			
Capital Project Fund: Wtr/Sewer (45)	481,128	1st CITIZENS	14,654,377	0.20%
Capital Project Fund: General (46)	667,988	NCCMT	2,250,154	0.500%
Capital Project Fund: Electric (47)	130,397	STIFEL	-	Market
Firemen Relief Fund (50)	168,185	KS BANK	3,752,948	.2, .65, &.7
Fire District Fund (51)	42,487	FOUR OAKS	1,290,135	0.60%
JB George Endowment (40)	133,373	PNC BANK	-	0.00%
Total	\$21,947,614		\$ 21,947,614	

*Plug

Account Balances Confirmed By Finance Director on 11/16/2016

Department Reports





FINANCE DEPARTMENTAL REPORT FOR NOVEMBER, 2016

SUMMARY OF ACTIVITIES:

Daily Collections/Property Taxes/Other	\$3,287,143
Franchise Tax.....	0
Sales & Use Tax.....	207,734
Powel Bill.....	0
Total Revenue	\$3,494,877

Expenditures: General, Water, Electric and Firemen’s Fund..... \$2,795,703

FINANCE:

- Compiled and submitted monthly retirement report on 11/30/2016
- Issued 48 purchase orders
- Processed 690 vendor invoices for payment and issued 364 accounts payable checks
- Prepared and processed 2 regular payrolls. Remitted federal and state payroll taxes on 11/4/16 and 11/18/16
- Issued 0 new privilege licenses (new law change in effect 7/1/2015)
- Sent 0 second notices for past due privilege licenses
- Collected \$30.00 on past due privilege license fees. **NOTE:** Total collected now at \$10,191. 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 \$220, in grass cutting invoices. Total collected calendar year to date is \$5,577
- Processed 13 NSF Checks (Utility and SRAC)
- Bad debt calendar year-to-date collections total \$35,235 (EMS = \$8,379; SRAC = \$9,219; Utility= \$17,210; and Other = \$427).
- Invoiced six (6) grave openings for a total of \$4,200

FINANCE DIRECTOR

- Met with Town Manager and SRAC/ Parks &Rec Director to review cash handling procedures on November 1, 2016
- Attended Town Council Meeting on Nov. 1, 2016.
- Met with Skip Green and Associates, Consultant for Atlantic Resource Inc., for the Building Reuse Grant to review first reimbursement request on November 9, 2016
- Attended South Smithfield (District 3) Government In Touch Community meeting on Nov. 17, 2016
- Attended FEMA’s Public Assistant kickoff meeting on Nov. 10, 2016
- Participated in new on-line bill pay provider webinar on Nov. 14, 2016
- Responded to NCDOT Powell Bill Audit Request to review revenues and expenses on Nov. 15, 2016
- Completed staff performance reviews

Finance Department totals for December 2016

Meter Reading

Actual Meters Read	9,979	
Meters Loaded to Hand Held	10,213	
Meter Tech Service Hours	0	\$0.00

Billing/Collections

Bills Mailed	6,106	\$1,959,962.20	
Area Lights Billed	933	\$33,565.07	
JoCo Wholesale water	45,869,000	\$68,813.21	
Load Mgmt AC credit	0	\$0.00	
Load Mgmt water heater credit	613	-\$3,744.00	
Adjustments	172	-\$9,180.93	
Delinquent Accts/Late Fees	1,375	\$15,512.34	
NSF - Utility Only	16	\$3,478.72	
Refund Checks Issued	33	\$4,357.85	
Door Hangers	291		
Disconnect for non-pay	48		
Reconnect for payment received	38		
Bank Drafts	738	\$451,765.81	
Lockbox	1,069	\$549,858.57	
ECO Payment Totals			
	IVR-phone	181	
	On-Line (website)	623	\$168,632.55 BOTH
Cash Window Transactions/Payments	3,858	\$1,988,335.49	
Accts collected from Debt setoff	4	\$882.41 EMS	
	0	\$0.00 SRAC	
	1	\$362.61 Utility	
Accts submitted to Debt Setoff	2	\$362.61 Utility	
	0	\$0.00 SRAC	

Service Orders

Requested Orders	262	
Completed Orders	262	
	Terminated Accounts	112
	Meters Rechecked	45
	New Turn on Accounts	107
Meter Tamper / Meter Missing	1	\$300.00

Phone Call Usage

CSR - Elaine

		Duration
Inbound	436	8:00:14
Outbound	82	2:06:30

CSR/Collections - Audrey

Inbound	234	4:55:02
Outbound	114	2:02:40
Collections - Cash Window#2		
Inbound	70	1:37:15
Outbound	15	0:10:41
Switch Board Operator x1101		
Inbound	350	2:19:39
Outbound	54	1:01:04
Total Town (Trunk Lines)		
Inbound	3,169	90:30:16
Outbound	1,426	54:00:22



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 - 2016

	November	Calendar Year to date
Town Council		
Rezoning	0	3
Conditional Use	1	12
Ordinance Amendment	0	0
Major Subdivisions	0	0
Annexations	0	0
Special Events	0	21
Planning Board		
Rezoning	0	3
Condition Use	2	14
Ordinance Amendment	0	0
Subdivisions	0	0
Annexations	0	0
Board of Adjustment		
Variance	0	3
Admin Appeal	0	0
Historic Properties Commission		
Certificate of Appropriateness	0	0
Historic Landmarks	0	0



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Permit Issued for November 2016

		Permit Fees	Permits Issued
Site Plan	Minor Site Plan	225.00	3
Zoning	Family Zoning	300.00	3
Zoning	Land Use	950.00	25
Zoning	Sign	100.00	2
Zoning	Family Zoning	350.00	14
Report Period Total:		1,925.00	47
Fiscal YTD Total:		8,375.00	134

Z16-000149	Zoning	Land Use	Storm Damage Repair	520 ROSEWOOD Drive
Z16-000150	Zoning	Land Use	Tork	808 North BRIGHTLEAF
Z16-000151	Zoning	Sign	Tork Auto Sales Inc	808 North BRIGHTLEAF
Z16-000152	Zoning	Land Use	Mamma's Place	107 North FOURTH Street
SP16-000059	Site Plan	Minor Site Plan	Storm Damage Repair	1217 North Brightleaf
Z16-000153	Zoning	Land Use	Storm Damage Repair	312 South THIRD Street
Z16-000155	Zoning	Land Use	Bridal World	721 VENTURE Drive
SP16-000060	Site Plan	Minor Site Plan	Construct Fence In Rear Yard	515 South Fourth Street
Z16-000157	Zoning	Land Use	Nestle Tollhouse Café	1025 Outlet Center Drive
Z16-000158	Zoning	Land Use	Storm Damage Repair	133 CASTLE Drive
Z16-000159	Zoning	Land Use	Storm Damage Repair	217 West Meadowbrook Drive
Z16-000160	Zoning	Land Use	Storm Damage Repair	715 NC 210 Highway
Z16-000161	Zoning	Land Use	Storm Damage Repair	214 Woodcrest Avenue
Z16-000162	Zoning	Land Use	Storm Damage Repair	62 Huntington Place
Z16-000163	Zoning	Land Use	Storm Damage Repair	506 Rosewood Drive
Z16-000172	Zoning	Land Use	SFD Addition	209 Laurelwood Drive
Z16-000164	Zoning	Land Use	Storm Damage Repair	216 West Davis St Street
Z16-000165	Zoning	Land Use	Red River Western Wear	1025 Outlet Center Drive
Z16-000166	Zoning	Land Use	Storm Damage Repair	217 West Meadowbrook Drive
Z16-000167	Zoning	Land Use	Christmas Tree Sales	851 West Market Street
Z16-000168	Zoning	Land Use	Storm Damage Repair	2115 Michael Street
Z16-000169	Zoning	Land Use	Storm Damage Repair	315 South Third Street
Z16-000170	Zoning	Land Use	SFD Addition	509 South Sixth Street
Z16-000171	Zoning	Sign	Spence Berkau and McLamb	212 South SECOND Street
Z16-000173	Zoning	Land Use	Spanky's Christmas Trees	404 North BRIGHTLEAF
SP16-000061	Site Plan	Minor Site Plan	Sam's Flying Scoops	3149 SWIFT CREEK
Z16-000174	Zoning	Land Use	Storm Damage Repair	2115 Michael Lane
Z16-000175	Zoning	Land Use	Accessory Structure	410 Powell Street

Z16-000176	Zoning	Land Use	Accessory Structure	106 West Riverside Drive
Z16-000177	Zoning	Land Use	Storm Damage Repair	602 East Church Street
Z16-000178	Zoning	Land Use	Domino's Pizza	825 North Brightleaf
Z16-000179	Zoning	Land Use	Johnston Family Dentistry	606 Buffalo Road
Z16-000180	Zoning	Land Use	Storm Damage Repair	320 South Second Street





**TOWN OF SMITHFIELD
POLICE DEPARTMENT
MONTHLY REPORT
MONTH ENDING November 30, 2016**

I. STATISTICAL SECTION

Month Ending Nov. 30, 2016	Nov-16	Nov-15	Total 2016	Total 2015	YTD Difference
Calls For Service	1672	1606	18851	20178	-1327
Incident Reports Completed	146	175	2004	1945	59
Cases Closed	102	170	1561	2009	-448
Accident Reports	81	64	805	775	30
Arrest Reports	132	117	1456	1409	47
Burglaries Reported	7	15	139	100	39
Drug Charges	37	22	421	360	61
DWI Charges	7	9	98	94	4
Citations Issued	173	183	2186	2756	-570
Speeding	14	28	427	590	-163
No Operator License	38	41	463	678	-215
Registration Violations	20	18	163	365	-202

II. PERSONNEL UPDATE

The police department has four vacant positions at this time. Two conditional offers have been made at this time and necessary paperwork is being completed. Captain Choe will be retiring Feb. 1, 2017 with 30 years of service.

III. MISCELLANEOUS

Traffic control was performed during the Thanksgiving weekend. Everything operated rather smoothly with minimal accidents in the shopping areas. Shopping was heavy on the Friday following Thanksgiving. Premium Outlets hired officers with the department too work off duty to assist with the shopping traffic. Arrest have been made in the Robberies at Dollar General and Smithfield Market.

REPORTED UCR OFFENSES FOR THE MONTH OF NOVEMBER 2016

PART I CRIMES	November	November	+/-	Percent	Year-To-Date		+/-	Percent
	2015	2016		Changed	2015	2016		Changed
MURDER	0	1	1	N.C.	1	1	0	0%
RAPE	1	0	-1	-100%	4	4	0	0%
ROBBERY	2	3	1	50%	20	13	-7	-35%
Commercial	1	1	0	0%	8	4	-4	-50%
Individual	1	2	1	100%	12	9	-3	-25%
ASSAULT	4	2	-2	-50%	58	51	-7	-12%
* VIOLENT *	7	6	-1	-14%	83	69	-14	-17%
BURGLARY	15	7	-8	-53%	96	134	38	40%
Residential	8	6	-2	-25%	61	71	10	16%
Non-Resident.	2	0	-2	-100%	19	23	4	21%
Commercial	5	1	-4	-80%	16	40	24	150%
LARCENY	36	35	-1	-3%	516	549	33	6%
AUTO THEFT	2	1	-1	-50%	16	23	7	44%
ARSON	0	0	0	N.C.	2	4	2	100%
* PROPERTY *	53	43	-10	-19%	630	710	80	13%
PART I TOTAL:	60	49	-11	-18%	713	779	66	9%
PART II CRIMES								
Drug	27	40	13	48%	348	421	73	21%
Assault Simple	22	11	-11	-50%	174	141	-33	-19%
Forgery/Counterfeit	1	2	1	100%	36	36	0	0%
Fraud	5	10	5	100%	107	89	-18	-17%
Embezzlement	5	1	-4	-80%	15	18	3	20%
Stolen Property	2	0	-2	-100%	18	11	-7	-39%
Vandalism	7	6	-1	-14%	79	85	6	8%
Weapons	7	3	-4	-57%	40	21	-19	-48%
Prostitution	0	0	0	N.C.	0	1	1	N.C.
All Other Sex Offens	4	1	-3	-75%	12	7	-5	-42%
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	0	0	0	N.C.	7	3	-4	-57%
D. W. I.	9	7	-2	-22%	92	95	3	3%
Liquor Law Violation	1	0	-1	-100%	13	15	2	15%
Disorderly Conduct	1	2	1	100%	11	15	4	36%
Obscenity	0	0	0	N.C.	2	1	-1	-50%
Kidnap	0	0	0	N.C.	0	2	2	N.C.
All Other Offenses	11	2	-9	-82%	66	64	-2	-3%
PART II TOTAL:	102	85	-17	-17%	1020	1025	5	0%
=====								
GRAND TOTAL:	162	134	-28	-17%	1733	1804	71	4%

N.C. = Not Calculable



Town of Smithfield
Fire Department
 November, 2016

I. Statistical Section

Responded to	2016 Nov.	2015 Nov.	2016 YTD	2015 YTD
Total Structure Fires Dispatched	11	4	89	86
Confirmed Structure Fires (Our District)	3	3	18	17
Confirmed Structure Fires (Other Districts)	2	1	11	12
EMS/Rescue Calls	122	126	1541	1244
Vehicle Fires	0	1	15	17
Motor Vehicle Accidents	26	13	191	152
Fire Alarms (Actual)	14	5	108	62
Fire Alarms (False)	5	9	103	129
Misc./Other Calls	24	12	301	185
Mutual Aid (Received)	10	3	103	89
Mutual Aid (Given)	8	1	68	52
Overlapping Calls (Calls at the same time)	34	14	406	185
TOTAL EMERGENCY RESPONSES	202 +20%	170	2348 +25%	1875

* Denotes breakdown of calls *

	Nov.	YTD
Fire Inspections/Compliance Inspections	61	335
Public Fire Education Programs	4	35
Children in Attendance	80	1886
Adults in Attendance	16	357
Plans Review Construction/Renovation Projects	0	10
Fire Code Citations	0	0
Fire Lane Citations	0	0
Consultation/Walk Through	10	119
Re-Inspections	7	134

II. Major Revenues

	Nov.	YTD
Inspections	\$1,325.00	\$14,325.00
False Alarms	\$0.00	\$4,925.00
Fire Recovery USA	\$856.00	\$25,562.03
EMS Debt Setoff	\$1,354.02	\$9,247.18

Major Expenses for the Month:

III. Personnel Update:

IV. Narrative of monthly departmental activities:

- We have participated in many fire prevention programs throughout November; we were able to reach out to many children and adults through these visits. The following are the schools and businesses we were able to reach out to: First Baptist Church, Kiddie College, and Johnston County Head Start.
- We participated in the Touch-A-Truck on November 12th, and this was a great event.
- We participated in an Oil Terminal exercise the week of Nov. 8th – 10th.
- On November 21st the department responded to many calls that taxed our staff, the calls included, Truck overturned at the 93MM I-95, vehicle fire at the Atlantic Scrap yard, Structure Fire on Yelverton-Grove Rd, that required the assistance of 3 other departments. During that time there were multiple calls that were answered by Four Oaks and Wilson's Mills Fire Departments that we were not able to respond to. High call volumes on numerous days, are resulting in 2nd and 3rd duty crews being activated, this has become a reoccurring event.
- On November 22nd we responded to a Motor Vehicle Accident on I-95 that severely damaged the US 70 Bus. Bridge (E. Market St.) that resulted in the closing of the bridge for outgoing traffic.
- The Fire Dept. continues in preparations for the upcoming NCDOT ISO rating inspection, the inspection was cancelled due to Hurricane Matthew and the Forest Fires in the western part of the state and as of now has not been rescheduled.

**Town of Smithfield
Public Works Department
Nov. 30, 2016**



190 Total Work Orders completed by the Public Works Department

6 Burials, at \$700.00 each = \$4,200

0 Cremation Burial, \$400.00 each = \$0

\$3,000 Sunset Cemetery Lot Sales

\$0 Riverside Extension Cemetery Lot Sales

324.77 tons of household waste collected

175.5 tons of yard waste collected

10.12 tons of recycling collected

31 Animal Control work orders completed

14 Cats transported to Animal Shelter

8 Dogs transported to Animal Shelter

Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
Nov. 30, 2016



I. Statistical Section

6 Burials

11 Works Orders – Buildings & Facilities Division

12 Work Orders – Grounds Division

27 Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales: \$3,000.00

Riverside Ext Cemetery Lot Sales: \$0.00

Grave Opening Fees: \$4,200.00

Total Revenue: \$7,200.00

III. Major Expenses for the Month:

None for the month

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

Crew put up Christmas decoration on utility poles , welcome signs, cemeteries and facilities. Staff spent 91.25hrs. erecting this year's display which includes new animation in town hall garden.

**Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
Nov. 30, 2016**



I. Statistical Section

- a. All catch basins in problem areas were cleaned on a weekly basis
- b. 10 work Orders – 13.03 Tons of Asphalt was placed in 10 utility cuts.
- c. Staff worked on Hurricane Matthew debris removal.
- d. Assisted other divisions with installing Christmas decorations.
- e. 5 Work Orders – 630lbs. of Cold Patch was used for 9 Potholes.
- f. 31 Work Orders were completed regarding Animal Control related issues.
14 Cats and 8 Dogs were transported to the Animal Control Shelter.

II. Major Revenues
None for the month

III. Major Expenses for the Month:
\$2,332.00 to Crowd Control Warehouse for 65' of barricades. Barricades were used to block off culverts on Vermont Street and Laurel Drive.

IV. Personnel Update:
None for the month

V. Narrative of monthly departmental activities:
Crews worked on Hurricane Matthew clean up. Assisted with Christmas decorations, touch a truck event and Black Friday road closure

**Town of Smithfield
Public Works Department
November 2016 Drainage Report**

Location:	Throughout city limits.
Starting Date:	11/1/2016
Completion Date:	11/30/2016
Description:	Removed 175.5 tons of yard waste and 15.52 tons of construction debris and hauled to the JC Landfill. Debris was the aftermath of Hurricane Matthew.
Man-hours:	198hrs.
Equipment:	301 Knuckle boom (20hrs.), 304 Knuckle boom (38.5hrs.), 308 Hook lift (.5hrs.), 311 Knuckle boom (28 hrs.), 313 Knuckle boom (.5hrs.), 402 service truck (3hrs.), 405 Dump truck (12hrs.), 410-420 Cat backhoe (11hrs.).
Materials:	N/A
Location:	Lee Street near RR, 403 Caswell, Outlet Center Drive, 806 North Street, 304 Ash Street.
Starting Date:	11/2/2016
Completion Date:	11/22/2016
Description:	Repaired 9 potholes.
Man-hours:	3hrs.
Equipment:	402 service truck.
Materials:	10.5 bags of cold patch.
Location:	721 2 nd Ave.
Starting Date:	11/2/2016
Completion Date:	11/2/2016
Description:	Planted shrubs back that were damaged during cleanup of FEMA lot.
Man-hours:	3hrs.
Equipment:	408 pickup plus hand tools.
Materials:	5 azaleas, 2 rhododendrons, 2 camel kanjiro shrubs from swift creek nursery.
Location:	714 Wilkins Street, Massey and 9 th , 807 S 3 rd Street, 305 S 5 th Street, 225 Industrial Park behind outlets, 100 Dail Street, 214 Underwood, Hancock street at DHSS driveway, Bridge and 9 th .
Starting Date:	11/3/2016
Completion Date:	11/10/2016
Description:	Repaired 10 utility cuts.
Man-hours:	37.75hrs.
Equipment:	420 Cat backhoe, 405 dump truck, 402 service truck.
Materials:	13.03 tons of S9.5B2 asphalt.
Location:	Downtown district.
Starting Date:	11/8/2016
Completion Date:	11/8/2016
Description:	Put up American flags for Veteran's Day.
Man-hours:	7.5hrs.
Equipment:	402 service truck plus ladder.
Materials:	N/A

Location: Corner of S 3rd and Johnston Street.
Starting Date: 11/14/2016
Completion Date: 11/14/2016
Description: Delivered 60 traffic cones and 12 rollout containers for the Touch and truck event. Cans were later picked up dumped and washed by staff.
Man-hours: 5hrs.
Equipment: 903 flatbed with utility trailer.
Materials: N/A

Location: 104 E. Underwood Drive.
Starting Date: 11/14/2016
Completion Date: 11/14/2016
Description: Repaired sink hole beside catch basin for positive drainage.
Man-hours: 5hrs.
Equipment: 402 pickup.
Materials: Two 80lbs. bags of concrete.

Location: Downtown district.
Starting Date: 11/14/2016
Completion Date: 11/16/2016
Description: Put up Christmas decorations on street poles.
Man-hours: 41hrs.
Equipment: 905 pickup plus ladder.
Materials: 2 straps from Lowes.

Location: Component Drive and Outlet Center Drive.
Starting Date: 11/23/2016
Completion Date: 11/30/2016
Description: Delivered traffic control devices (940 cones, 4 barrels and 2 road closed signs) for Black Friday event.
Man-hours: 6hrs.
Equipment: 402 pickup plus trailer.
Materials: N/A

**Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
Nov. 30, 2016**



I. Statistical Section

 7 Preventive Maintenances

 0 North Carolina Inspections

 25 Work Orders

II. Major Revenues

None for the month

III. Major Expenses for the Month:

None for the month

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

The shop employee performed preventive maintenances on all Town owned generators.

**Town of Smithfield
Public Works Sanitation Division
Monthly Report
November 30, 2016**



I. Statistical Section

The Division collected from approximately 4100 homes, 4 times during the month

- a. Sanitation forces completed 64 work orders
- b. Sanitation forces collected 324.77 tons of household waste
- c. Sanitation forces disposed of 28 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 0 tons of construction debris (C&D)
- f. Town disposed of 150 scrap tires that was collected at Convenient Site Center
- g. Recycling forces collected 4.82 tons of recyclable plastic
- h. Recycled 2520 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 2,880 lbs. of plastics & glass (co-mingle) from the Convenient Site Center

II. Major Revenues

- a. Received \$ 37.40 from Sonoco Products for cardboard material
- b. Sold 0 lbs. of aluminum cans for \$0
- c. Sold 2300 lbs. of shredder sheet iron for \$92.00 to Omni Source

III. Major Expenses for the Month:

Spain Farms Nursery was paid \$3,296.00 for disposal of yard waste and debris. Paid to Carolina Freightliner \$573.43 for Transmission control module for the Knuckle Boom Truck #310.

IV. Personnel Update:

Due to the lack of man power a temporary employee was hired. The department worked with the Division of Adult Correction and Juvenile Justice of the North Carolina Department of Public Safety and we utilized community service individuals and they performed 22.5 service hours.

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 and the Downtown. The Sanitation Department continues to pick up Hurricane Matthew storm debris. Disposed of 175.5 Tons of Yard waste, 125.21 Tons of Household waste, and 15.52 C&D. Sanitation crew has repaired old roll outs containers for future public usage. 198 man hrs. are related directly to Storm Clean-Up. Sanitation crew has repaired old roll outs containers for future public usage.



**PARKS AND RECREATION
AND
SMITHFIELD RECREATION
AND AQUATICS CENTER**

MONTHLY REPORT FOR NOVEMBER, 2016

PROGRAMS STATISTICS	NOVEMBER, 2016	16/17 FY YTD	NOVEMBER 2015	15/16 FY YTD
NUMBER OF PROGRAMS	34	153	37	183
TOTAL CONTACT WITH PROGRAM PARTICIPANTS	3014	23613	4159	27951
SRAC MEMBER VISITS	4032	25682	4039	27857
DAY PASSES	219	4402	440	4860
RENTALS (SRAC)	97	278	49	252
USERS (SRAC RENTALS)	4515	16289	1884	12443
PARKS RENTALS	20	120	13	168
USERS (PARKS RENTALS)	1937	8936	983	4723
TOTAL UNIQUE CONTACTS	13,717	78,922	11,505	77,834
FINANCIAL STATISTICS	OCTOBER 2016	16/17 FY YTD	OCTOBER 2015	15/16 FY YTD
PARKS AND RECREATION REVENUES	\$ 6,071.00	\$ 31,701.56	\$ 4,126.20	\$ 42,508.00
PARKS AND RECREATION EXPENDITURES (OPERATIONS)	\$ 42,841.23	\$ 258,846.71	\$ 52,712.63	\$ 203,717.41
PARKS AND RECREATION EXPENDITURE (CAPITAL OUTLAY EQUIP)	\$ -	\$ 31,259.04	\$ -	\$ -
SRAC REVENUES	\$ 41,819.90	\$ 273,565.75	\$ 46,615.11	\$ 286,022.17
SRAC EXPENDITURES	\$ 70,840.15	\$ 358,594.72	\$ 78,351.22	\$ 364,729.01
SRAC MEMBERSHIPS	2821			
HIGHLIGHTS	HOSTED 3 HIGH SCHOOL SWIM MEETS (3A & 4A) TRANSITIONED FROM FALL SPORTS TO WINTER SPORTS HOSTED USSSA FALL FINALE GIRLS SOFTBALL TOURNAMENT HOSTED TRIANGLE SELECT LEAGUES FALL BASEBALL TOURNAMENT			



- **Statistical Section**

- Electric CP Demand 19,501 Kw relative to October's demand of 18,733 Kw.
- Electric System Reliability for was 99.9962%, with four recorded outages; relative to October's 96.5474%.
- Raw water treated on a daily average was 3.216 MG relative to 3.325 MG for October; with maximum demand of 3.950 MG relative to October's 4.030 MG.
- Total finished water to the system was 89.601 MG relative to October's 91.294 MG. Average daily for the month was 2.890 MG relative to October's 2.945 MG. Daily maximum was 3.623 MG (November 2nd) relative to October's 3.452 MG. Daily minimum was 2.575 MG (November 25th), relative to October's 2.351 MG.

- **Miscellaneous Revenues**

- Water sales were \$199,084 relative to October's \$206,865
- Sewer sales were \$267,905 relative to October's \$286,737
- Electrical sales were \$1,164,398 relative to October's sales of \$1,410,885
- Johnston County Water purchases were \$67,003 for 44.669 MG relative to October's \$68,803 for 45.869 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$910,165 relative to October's \$885,714
- Johnston County sewer charge was \$180,715 for 60.550 MG relative to October's \$166,328 for 56.017 MG.

- **Personnel Changes –**

- David Thieman began work as Electric Line Technician on November 28, 2016



**Town of Smithfield
Electric Department
Monthly Report
November, 2016**

I. Statistical Section

- Street Lights repaired -31
- Area Lights repaired -14
- Service calls - 33
- Underground Electric Locates -77
- Poles changed out or installed -5
- 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 Hearing Conversation.
- David Thieman re-hired as Electric Line Technician on 11/28/16.

V. Miscellaneous Activities:

- Continuing to cutting Right-of-Way along Power Line & Water/Sewer ROW.
- Install Christmas Decorations.
- Helped Meter Dept. with turn on & turn off.
- Install new underground service on Peedin Rd.
- Advance Auto went on-line.
- Completed Conversion work in alleys on Wilson, Stevens, & Holding Streets.



WATER & SEWER NOVEMBER 2016 MONTHLY REPORT

● DISCONNECT WATER	7
● RECONNECT WATER	4
● TEMPORARY METER SET	2
● DISCOLORED WATER CALLS	1
● LOW PRESSURE CALLS	3
● NEW SERVICE INSTALLS	3
● LEAK DETECTION	16
● METER CHECKS	13
● METER REPAIRS	9
● WATER MAIN REPAIRS	7
● STREET CUTS	3
● REPLACE EXISTING METERS	9
● INSTALL NEW METERS	3
● FIRE HYDRANTS REPAIRED	1
● FIRE HYDRANTS REPLACED	0
● SEWER REPAIRS	17
● CLEANOUTS INSTALLED	6
● SEWER MAIN CLEANED	4155LF
● SERVICE LATERALS CLEANED	585LF
● SERVICE CALLS	112



MONTHLY WATER LOSS REPORT

November 2016

16" LINE-2" HOLE-6HRS

¾" LINE-1/8"HOLE-2 HRS

¾"LINE-1/8"HOLE-1 DAY

¾"LINE-1/8"HOLE-4 DAYS

1"LINE- 1/8"HOLE – 3 DAYS

1 ½" LINE- 1/16"HOLE – 1 DAYS

6" LINE- 2" SPLIT-4 HRS

2"LINE-1/8"HOLE-3 HRS

(1) FIRE HYDRANTS LEAKING – 1 DAY

(3)METERS LEAKING AT WASHERS-SLOW LEAKS

Smithfield Water Plant

Distribution Sampling Site Plan

Hydrant Flushing

Street Name	Date	Chlorine	Time	Gallons	Psi	Street Name	Date	Chlorine	Time	Gallons	PSI
Stephson Drive	11/07/16	3	15	5310	10	North Street	11/4/16	3.2	15	15930	
Computer Drive	11/07/16	2	15	5310	10	West Street	11/4/16	3.4	15	17620	50
Castle Drive	11/07/16	3	15	5310	10	Regency Drive	11/2/16	1	30	39000	60
Parkway Drive	11/30/16	1	15	15930	40	Randers Court	11/4/16	1	30	31860	40
Garner Drive	11/30/16	3	15	7965		Noble Street	11/2/16	1	30	15840	
Hwy 210 LIFT ST.	11/29/16	2.4	15	7965		Fieldale Dr#1(L)	11/7/16	1	15	15930	40
Skyland Drive	11/29/16	2.4	15	5310	10	Fieldale Dr#2(R)	11/7/16	1	15	15930	40
Braford Street	11/14/16	0.4	15	7965		Heather Court	11/4/16	1	15	7965	40
Kellie Drive	11/14/16	0.4	15	7965		Reeding Place	11/7/16	1	30	15930	40
Edgewater	11/30/16	0.4	15	7965		East Street	11/4/16	3.5	15	15930	40
Edgcombe	11/30/16	0.4	15	159480	40	Smith Street	11/4/16	3.2	15	15930	
Valley Wood	11/29/16	0.4	15	15930	40	Wellons Street	11/2/16	2	15	15930	40
Creek Wood	11/29/16	0.6	15	15930		Kay Drive	11/1/16	1	15	9750	15
White Oak Drive	11/14/16	0.6	15	5310	10	Huntington Place	11/1/16	1	15	10095	
Brookwood Drive	11/29/16	1	15	5655	5	N. Lakeside Drive	11/1/16	1	15	9435	15
Runnymede Place	11/01/16	1	15	5310	10	Cypress Point	11/1/16	1	15	8715	12
Nottingham Place	11/01/16	1	15	5310	10	Quail Run	11/1/16	1	15	10095	
Heritage Drive	11/07/16	0.2	15	5310	10	British Court	11/1/16	1.2	15	11550	
Noble Plaza #1	11/30/16	0.2	15	5310	10	Tyler Street	11/14/16	1.2	15	19500	60
Noble Plaza #2	11/30/16	1	15	5310	10	Yelverton Road	11/22/16	3	15	15930	40
Pinecrest Street	11/14/16	1	15	5310	10	Ava Gardner	11/22/16	1	30	47990	
S. Sussex Drive	11/30/16	2.6	15	7965		Waddell Drive	11/14/16	1.4	15	5310	10
Elm Drive	11/30/16	0.4	15	5310	10	Henly Place	11/14/16	2	15	8715	12
Braford Street	11/14/16	2.4	15	7965		Birch Street	11/21/16	2.4	15	8715	12
Coor Farm Supply	11/29/16	2.4	15	5080		Pine Street	11/21/16	2.8	15	9750	15
Old Goldsboro Rd.	11/29/16	2.4	15	10620		Oak Drive	11/21/16	1.4	15	9430	14
Hillcrest Drive	11/02/16	3.4	15	10620	10	Cedar Drive	11/21/16	1.8	15	5310	10
Eason Street	11/02/16	1	30	31860	40	Aspen Drive	11/21/16	1.8	15	8715	12
Magnolia circle	11/04/16	1.4	15	7965		Furlonge Street	11/21/16	2.8	15	8715	12
Rainbow Drive	11/02/16	1.4	15	19500	60	Golden Corral	11/21/16	2.8	15	10080	16
Rainbow Circle	11/02/16	1.2	15	19500	60	Holland Drive	11/14/16	1.4	15	9750	15
Moonbeam Circle	11/02/16	1.2	15	19500	60	Davis Street	11/14/16	3.5	15	8715	12
Ray Drive	11/02/16	2.2	15	31860	40	Caroline Ave.	11/14/16	3.5	15	5310	10
Will Drive	11/02/16	2.4	15	31860	40	Johnston Street	11/14/16	3.5	15	7965	15
Michael Lane	11/02/16	3.4	15	7965	40	Ryans	11/22/16	1	30	31860	
Ward Street	11/02/16	3	15	15930	40						

**Town of Smithfield
Water Treatment Plant**

All figures are in MGD.

Nov-16
Plant Totals

Date	Rate of Flow	Hrs. Operated	Raw Treated	Finish Metered	Plant Useage	Finish to Dist. System	% of RAW TREATED TO SYSTEM
1	3.50	24.0	3.540	3.260	0.1180	3.142	88.76
2	3.75	23.0	3.670	3.740	0.1170	3.623	98.72
3	4.00	24.0	3.950	3.470	0.1160	3.354	84.91
4	3.75	24.0	3.750	3.700	0.1220	3.578	95.41
5	3.50	23.0	3.550	3.130	0.1140	3.016	84.96
6	3.50	23.0	3.437	3.190	0.1210	3.069	89.29
7	3.50	23.0	3.400	3.230	0.1120	3.118	91.71
8	3.50	21.5	3.110	2.880	0.1100	2.770	89.07
9	3.50	22.0	3.210	3.070	0.1090	2.961	92.24
10	3.50	21.0	3.413	3.220	0.1110	3.109	91.09
11	3.50	21.0	3.050	2.950	0.1070	2.843	93.21
12	3.50	21.0	3.030	3.080	0.1070	2.973	98.12
13	3.50	18.0	2.640	2.890	0.1040	2.786	105.53
14	3.50	22.0	3.210	3.130	0.1090	3.021	94.11
15	3.50	22.0	3.240	3.000	0.1080	2.892	89.26
16	3.50	21.0	3.020	3.170	0.1070	3.063	101.42
17	3.50	22.0	3.060	3.030	0.1080	2.922	95.49
18	3.50	22.0	3.230	3.030	0.1080	2.922	90.46
19	3.50	22.0	3.180	3.000	0.2020	2.798	87.99
20	3.50	21.0	3.000	3.090	0.1080	2.982	99.40
21	3.50	22.0	3.200	3.130	0.1110	3.019	94.34
22	3.50	21.5	3.140	2.990	0.1080	2.882	91.78
23	3.50	22.0	3.208	3.167	0.1120	3.055	95.23
24	3.50	21.0	3.063	3.660	0.1050	3.555	116.06
25	3.50	20.0	2.870	2.680	0.1050	2.575	89.72
26	3.50	19.5	2.850	2.960	0.1080	2.852	100.07
27	3.50	20.5	2.990	2.820	0.1080	2.712	90.70
28	3.50	23.0	3.330	3.120	0.1090	3.011	90.42
29	3.50	19.5	2.880	2.850	0.1040	2.746	95.35
30	3.50	22.0	3.250	3.210	0.1080	3.102	95.45
31						0.000	#VALUE!
Total	106.00	651.5	96.471	93.847	3.396	90.451	93.76
Avg	3.53	21.7	3.216	3.128	0.113	2.918	
Max	4.00	24.0	3.950	3.740	0.202	3.623	
Min	3.50	18.0	2.640	2.680	0.104	0.000	