

**COUNCIL MEETING  
MAY 20, 2024  
6:30 P.M.**

Amended 5/17/2024

**ORDER OF BUSINESS**

---

1. **PLEDGE TO FLAG**
2. **INVOCATION**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES**
  - a. Special Council Meeting - April 8, 2024
  - b. Regular Town Council Meeting - April 15, 2024
5. **PUBLIC HEARING**
  - a. **ORDINANCE** to Rezone - Reba Walker Property
6. **1st OPEN FORUM**
7. **REGULAR BUSINESS:**
  - a. **MAYOR FLETA BYRD**
    - i. **PROCLAMATION** in Honor of Memorial Day
  - b. **TOWN ADMINISTRATOR - Leighanna Worley**
    - i. **RESOLUTION** Consenting to Inclusion in Fire Protection District - Jordan Pioer, Deputy Fire Marshal
    - ii. Award Bid for Community Park Sign
    - iii. Discussion of the Observance of Juneteenth Holiday
    - iv. **CONTRACT** to Audit Accounts
    - v. Call Public Hearing - Approve Funds and Raise Revenue - Fiscal Year 2024-2025
  - c. **PLANNING DIRECTOR - Wendy Oldham**
    - i. Presentation of Southeast Area Study Update - Gaby Lawlor, Capital Area Metropolitan Planning Organization
    - ii. **RESOLUTION** Supporting The Recommendations Associated with the Southeast Area Study Update
  - d. **COUNCILMEMBER COMMENTS**
8. **2nd OPEN FORUM**
9. **ADJOURNMENT**

# Memo

**Date:** 05/20/2024  
**To:** Mayor and Councilmembers  
**From:** Emily Matthews, Town Clerk  
**RE:** Annexation of Reba Walker Property

---

At last month's meeting you called a public hearing for the annexation of parcel ID 17K08043I owned by Reba Walker. The public hearing has been postponed due to the owners of the property being unable to provide the appropriate maps prior to the hearing. Once the maps are received, we will call a new public hearing for this annexation. The public hearing for the rezone of this property will still be held at your May meeting as scheduled.

Emily

TOWN OF WILSON'S MILLS  
SPECIAL MEETING  
April 8, 2024

**PRESENT:** Mayor Fleta Byrd, Mayor Pro-tem JC Triplett, Councilmembers Tim Brown and David McGowan.

**OTHERS PRESENT:** Town Administrator Leighanna Worley, Public Works Director Patrick Moore, Planning Director Wendy Oldham, and Police Chief AZ Williams.

**ABSENT:** Councilmembers Randy Jernigan and Carolyn Dobbin

**CONVOCATION:** Mayor Byrd declared a quorum present and called the meeting to order at 5:32pm.

**Council Chamber Upfit Updates:** Paul Fox, Albert McDonald, and Monica Browning Carpenter of 310ai reviewed the different schemes that have been designed and explained the key components of each. Councilmember McGowan said the current placement of the restrooms would make them less accessible for Council during the meeting. Mayor Byrd asked if the kitchen area is the same size as it is currently. Mrs. Browning Carpenter said the cabinet areas are the same but the overall kitchen a little bigger. Councilmember McGowan said scheme 2 seats more people and would have better accessibility however he prefers scheme 1 but prefers the dais to be raised. Councilmember Brown asked the size of the dais and Paul said it will seat 7 and is 26 feet at its widest point. Town Administrator Worley mentioned that we would like it to seat 8 so that the Planning Board could also use the dais. Councilmembers McGowan and Brown expressed concerns about the length between each chair at the dais. Councilmember Brown said we could possibly extend the dais into the aisle if they would still remain up to code.

**ARRIVAL OF COUNCILMEMBER:** Councilmember Carolyn Dobbin arrived at 5:50pm during discussion.

**Continued:** Councilmember Dobbin said she liked scheme 2 the best while the rest of Council agreed they liked scheme 1 the best. Council discussed the need for 2 screens to be able to display information on both of them and the audience to see. Council discussed the desire for an extended canopy and drop off area at the entrance.

After further discussion, 310ai representatives said they will make the requested changes to the schemes.

**ADJOURN:** A motion was made by Councilmember Tim Brown and seconded by Councilmember David McGowan to adjourn. Motion carried unanimously.

The meeting adjourned at 6:28pm.

\_\_\_\_\_  
FLETA A. BYRD, Mayor

ATTEST:

\_\_\_\_\_  
EMILY MATTHEWS, CMC  
Town Clerk

TOWN OF WILSON'S MILLS  
REGULAR TOWN COUNCIL MEETING  
April 15, 2024

**PRESENT:** Mayor Fleta Byrd, Mayor Pro-tem JC Triplett, Councilmembers David McGowan, Carolyn Dobbin, and Tim Brown.

**OTHERS PRESENT:** Town Administrator Leighanna Worley, Town Clerk Emily Matthews, and Town Attorney Gabriel Du Sablon.

**ABSENT** Councilmember Randy Jernigan

**CONVOCAATION:** Mayor Byrd declared a quorum present and called the meeting to order at 6:30pm.

**PLEDGE** Mayor Byrd led the pledge of allegiance to the flag.

**INVOCATION:** Mayor Byrd gave the invocation.

**APPROVAL OF AGENDA:** Mayor Byrd asked for approval of the agenda.

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to approve the agenda as presented. Motion carried unanimously.

**APPROVAL OF MINUTES:** Mayor Byrd asked for any comments or corrections to the minutes for the Regular Town Council Meeting for March 18, 2024.

**Regular Town Council Meeting- March 18, 2024:** A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember David McGowan to approve the Regular Town Council Meeting Minutes for March 18, 2024, as presented. Motion carried unanimously.

**Work Session Minutes - March 25, 2024:** Mayor Byrd asked for any comments or corrections to the minutes for the Work Session for March 25, 2024.

A motion was made by Councilmember Carolyn Dobbin and seconded by Councilmember Tim Brown to approve the Work Session Minutes for March 25, 2024, as amended. Motion carried unanimously.

**PUBLIC HEARINGS:** Mayor Byrd opened the public hearing at 6:32pm.

**Ordinance to amend Zoning – Strickland Road – Parcel ID 17J07022A** Planning Director Wendy Oldham introduced Rob Bailey of R&R Development. Mr. Bailey said the company has helped with several developments in Johnston County. He said this property is being referred to as the RA Lee Property and is located on the corner of Strickland Road and Swift Creek Road. The development will consist of mixed family detached homes and townhomes. According to NCDOT a Traffic Impact Analysis (TIA) is not required but turn lanes will be in front of the primary entrance to the development. Mr. Bailey said the lot width will be 56 feet with a separation of 20 feet. Hammerhead turnarounds will also be put in place for fire safety.

Councilmember David McGowan asked how much open space is in the area and Mr. Bailey said there are 12.86 acres of open space.

Councilmember Brown asked how many residents are expected and Mr. Bailey said 242 homes are planned. Councilmember Brown also asked the size of each

unit and Mr. Bailey said they range from 1400 to 1900 square feet. Councilmember Brown expressed concerns about vehicles parking on the street and Mr. Bailey said a parking lot can be added as a condition to the rezone.

Charles Hanson of 20 Walter Circle stated concerns with the Strickland Road changes and how they do not allow traffic to get directly onto Highway 70.

John Monroe of 1332 Swift Creek Road expressed traffic as well as noise concerns.

Jack Moore of 29 Old English Court said the entrance is directly in front of houses in the area. He expressed concerns about noise as well as houses being too close to the entrance.

Debbie Howard of 221 W Woodlawn Drive said she has no problems with the development coming in but asked if barriers of some kind could be put into place in the area.

Planning Director Oldham said this is a conditional rezone and reviewed the following conditions recommended by Town staff and accepted by applicant:

1. Single Family detached lot width will be 56'
2. Side Setbacks will be 8'
3. Building Separation will be 20' for Townhome structures
4. Minimum street width will be 27'-back to back
5. Valley curb will be used throughout development
6. Hammerhead on stub out streets will be 120'
7. No parking signs on 1 side of stub street

In addition to the following conditions decided on by Council and accepted by applicant.

8. Install stops with signs at stub outs adjoining other properties
9. Minimum 3' berm along Strickland Road with planted buffer
10. Add additional 20 spaces for parking at open space
11. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this rezoning shall be void and of no effect.

Mayor Byrd closed the public hearing at 7:40pm.

A motion was made by Councilmember David McGowan and seconded by Mayor Pro-tem JC Triplett, based on the information set forth in the Request for Council Action and given during the public hearing, to adopt the Statement of Consistency and Reasonableness set forth in the Request for Council Action, and to adopt the following Ordinance to Amend Zoning on Strickland Road from Agriculture to Mixed Use with the following conditions:

1. Single Family detached lot width will be 56'
2. Side Setbacks will be 8'
3. Building Separation will be 20' for Townhome structures
4. Minimum street width will be 27'-back to back
5. Valley curb will be used throughout development
6. Hammerhead on stub out streets will be 120'

7. No parking signs on 1 side of stub street
8. Install stops with signs at stub outs adjoining other properties
9. Minimum 3' berm along Strickland Road with planted buffer
10. Add additional 20 spaces for parking at open space

Motion carried unanimously.

AN ORDINANCE AMENDING THE WILSON'S MILLS ZONING ORDINANCE

PROPERTY OWNED BY  
R.A. LEE PROPERTIES, LLC  
3.94 ACRES LOCATED ON STRICKLAND ROAD FROM AGRICULTURE (AG)  
TO  
MIXED USE (MU-1)

WHEREAS, a petition has been received from Robert Bailey on behalf of R.A. Lee Properties, LLC to rezone a 40.29-acre tract of land from AG Agriculture to MU Mixed Use; and

WHEREAS, the required newspaper notices have been given, adjacent property owners notified, the recommendation from the Wilson's Mills Planning Board received, and a public hearing held at a Regular meeting on April 15, 2024 with members of the public soliciting input on the matter.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL of the Town of Wilson's Mills that:

Section 1. The Zoning Ordinance of the Town of Wilson's Mills is amended to change the following area from AG Agriculture to MU Mixed Use, and to amend the Wilson's Mills Zoning Map to show the area change:

*BEGINNING AT THE Northwestern corner of the property now or formerly owned by Ebi and Chuck G. Igba and described in that deed recorded in Deed Book 5616, Page 705, Johnston County Registry and traveling with the Western Line of the Igba property South 41 degrees 25 minutes 35 seconds West 381.79 feet to a point; thence North 65 degrees 15 minutes 46 seconds West 176.98 feet to a point; thence North 13 degrees 27 minutes 49 seconds East 109.79 feet to a point; thence North 89 degrees 28 minutes 22 seconds West 153.80 feet to a point; thence North 1 degree 23 minutes 23 seconds East 316.86 feet to a point; thence North 61 degrees 35 minutes 05 seconds West 48.27 feet to a point, thence North 61 degrees 52 minutes 32 seconds East 19.48 feet to a point; thence following a curve with an arc length of 206.4 feet, a radius of 1163 feet, a chord bearing of South 70 degrees 52 minutes 43 seconds East and a chord length of 205.97 feet; thence following a curve with an arc length of 332.32 feet, a radius of 1163 feet, a*

*chord bearing of South 57 degrees 36 minutes 44 seconds East and a chord length of 331.19 feet to the point and place of BEGINNING, and containing 3.94 acres, more or less, and identified as Tract 2 on a survey by Alsey J. Gilbert PLS and dated June 9, 2020.*

Section 2. The aforementioned rezone is subject to the following conditions:

1. Single Family detached lot width will be 56'
2. Side Setbacks will be 8'
3. Building Separation will be 20' for Townhome structures
4. Minimum street width will be 27'-back to back
5. Valley curb will be used throughout development
6. Hammerhead on stub out streets will be 120'
7. No parking signs on 1 side of stub street
8. Install stops with signs at stub outs adjoining other properties
9. Minimum 3' berm along Strickland Road with planted buffer
10. Add additional 20 spaces for parking at open space
11. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this rezoning shall be void and of no effect.

Section 3. All laws and clauses in conflict with this Ordinance Amendment are hereby repealed.

Section 4. This Ordinance Amendment shall be effective immediately upon adoption.

**Ordinance to  
Amend Zoning – 42  
Talton Farm Road –  
Parcel ID  
17K08028A**

Mayor Byrd opened the public hearing at 7:46pm

Planning Director Oldham introduced David Bergmark with McAdams. Mr. Bergmark said this property is a little over 200 acres and was recently annexed into the town. He also said this is the property or the future high school.

With no one else wishing to speak Mayor Byrd closed the public hearing at 7:55pm

A motion was made by Councilmember Tim Brown and seconded by Mayor Pro-tem JC Triplett to adopt the following Ordinance to Amend Zoning of 42 Talton Farm Road from I2 to Civic. Motion carried unanimously.

AN ORDINANCE AMENDING THE WILSON’S MILLS ZONING ORDINANCE

PROPERTY OWNED BY  
LYN ANDREWS  
216.840 ACRES LOCATED AT 42 TALTON FARM ROAD FROM I-2 (JOHNSTON  
COUNTY)  
TO  
CIVIC (CIV)

WHEREAS, a petition has been received from David Mergmark of Mcadams on behalf of Lyn Andrews to rezone a 216.840-acre tract of land from I-2 to CIV Civic; and

WHEREAS, the required newspaper notices have been given, adjacent property owners notified, the recommendation from the Wilson's Mills Planning Board received, and a public hearing held at a Regular meeting on April 15, 2024 with members of the public soliciting input on the matter.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL of the Town of Wilson's Mills that:

Section 1.

The Zoning Ordinance of the Town of Wilson's Mills is amended to change the following area from I-2 to CIV Civic, and to amend the Wilson's Mills Zoning Map to show the area change:

*Beginning at a point in the centerline of Southern Railroad, having North Carolina State Plane coordinates of N:663,303.01 feet, E: 2,197,766.10 feet; located North 55°13'32" East, 106.25 feet from NGS Monument "NCRR JO H105 2", having North Carolina State Plane coordinates of N:663,242.41 feet, E: 2,197,678.82 feet; thence along and with the centerline of Southern Railroad North 53°18'30" West, 650.66 feet to a point; thence leaving the centerline of Southern Railroad North 48°38'29" East, 4,420.06 feet to a Concrete Monument found, passing through a Concrete Monument found, on line, at 101.18 feet, passing through a Concrete Monument found, on line, at 2,699.45 feet and passing through a 1/2 Inch Iron Pipe found, on line, at 3,110.49 feet; thence North 66°29'07" East, 345.43 feet to a point in the centerline of Parker Branch; thence along and with the centerline of Parker Branch the following twenty-nine (29) courses and distances: South 1°01'00" East, 34.40 feet to a point; South 3°40'07" West, 55.18 feet to a point; South 39°46'54" West, 7.77 feet to a point; South 34°06'58" East, 8.58 feet to a point; South 77°32'36" East, 26.30 feet to a point; South 62°30'02" East, 23.21 feet to a point; South 71°41'44" East, 21.87 feet to a point; North 75°41'22" East, 15.13 feet to a point; North 27°39'53" East, 25.30 feet to a point; North 78°54'07" East, 23.32 feet to a point; North 56°52'59" East, 42.22 feet to a point; North 73°47'38" East, 47.03 feet to a point; South 89°47'54" East, 68.03 feet to a point; South 71°00'18" East, 79.91 feet to a point; South 65°30'35" East, 84.87 feet to a point; South 77°24'52" East, 39.51 feet to a point; South 75°28'45" East, 48.18 feet to a point; South*



46°06'18" East, 57.51 feet to a point; South 40°24'49" East, 37.05 feet to a point; South 14°47'12" East, 34.88 feet to a point; South 6°18'20" East, 66.91 feet to a point; South 39°07'53" East, 54.42 feet to a point; North 82°32'30" East, 33.94 feet to a point; North 75°26'13" East, 55.16 feet to a point; North 35°42'32" East, 66.32 feet to a point; North 8°34'21" East, 67.13 feet to a point; North 23°03'46" East, 86.03 feet to a point; North 42°38'08" East, 55.71 feet to a point; North 43°08'33" East, 77.79 feet to a point on the western bank of the Neuse River; thence leaving the centerline of Parker Branch, along and with the western bank of the Neuse River the following twenty-eight (28) courses and distances: South 37°47'00" East, 73.23 feet to a point; South 38°57'48" East, 120.47 feet to a point; South 34°38'00" East, 313.31 feet to a point; South 33°45'32" East, 107.67 feet to a point; South 37°50'07" East, 69.40 feet to a point; South 32°46'50" East, 183.78 feet to a point; South 23°59'57" East, 69.48 feet to a point; South 30°12'33" East, 217.19 feet to a point; South 27°49'09" East, 216.14 feet to a point; South 19°57'38" East, 51.09 feet to a point; South 28°01'06" East, 118.36 feet to a point; South 37°52'10" East, 66.76 feet to a point; South 24°48'40" East, 168.55 feet to a point; South 33°50'49" East, 77.45 feet to a point; South 33°32'02" East, 137.20 feet to a point; South 24°23'30" East, 142.44 feet to a point; South 27°29'05" East, 138.95 feet to a point; South 20°08'17" East, 155.34 feet to a point; South 19°15'30" East, 105.27 feet to a point; South 14°35'27" East, 51.96 feet to a point; South 26°13'34" East, 189.18 feet to a point; South 20°31'11" East, 112.26 feet to a point; South 28°44'42" East, 56.66 feet to a point; South 25°03'12" East, 168.56 feet to a point; South 21°46'00" East, 111.13 feet to a point; South 21°26'57" East, 98.40 feet to a point; South 27°46'56" East, 127.78 feet to a point; South 23°11'00" East, 109.89 feet to an Iron Rod found; thence leaving the western bank of the Neuse River, South 58°07'36" West, 464.36 feet to an Iron Rod found; thence North 33°45'24" West, 1,440.41 feet to an Iron Rod found; thence South 78°57'32" West, 465.11 feet to an Iron Rod found; thence South 44°29'18" West, 322.60 feet to an Iron Rod found; thence North 89°34'45" West, 340.03 feet to an Iron Rod found; thence North 54°26'37" West, 231.09 feet to an Iron Rod found; thence North 67°04'52" West, 294.24 feet to an Iron

*Rod found; thence South 31°09'50" West, 715.64 feet to an Iron Rod found in the southern 60 foot right-of-way line of Bear Farm Road, passing through an Iron Rod found, on line, at 646.77 feet; thence along and with the southern 60 foot right-of-way line of Bear Farm Road the following seven (7) courses and distances: North 88°14'27" West, 660.74 feet to an Iron Rod found; along a curve to the left, having a radius of 39,971.20 feet, an arc length of 618.34 feet and a chord bearing and distance of North 88°41'02" West, 618.33 feet to an Iron Rod found; North 89°07'38" West, 610.56 feet to a 15 Inch Pine tree; along a curve to the left, having a radius of 146.20 feet, an arc length of 111.86 feet and a chord bearing and distance of South 68°57'17" West, 109.15 feet to an Iron Rod found, passing through an Aluminum Monument found, on line, at an arc length of 98.03 feet; South 47°02'12" West, 334.84 feet to an Iron Rod found; along a curve to the right, having a radius of 15,383.80 feet, an arc length of 504.46 feet and a chord bearing and distance of South 47°58'34" West, 504.43 feet to the **Beginning**, passing through an Aluminum Monument found, on line, at an arc length of 8.91 feet, passing through an Aluminum Monument found, on line, at an arc length of 344.25 feet and passing through an Iron Rod found, on line, at an arc length of 402.21 feet, containing 218.51 acres, more or less.*

Section 2. All laws and clauses in conflict with this Ordinance Amendment are hereby repealed.

Section 3. This Ordinance Amendment shall be effective immediately upon adoption.

#### 1<sup>st</sup> OPEN FORUM

Mayor Byrd opened the 1<sup>st</sup> Public Forum at 7:55pm.

Dasha Whitaker of 184 Clearwater Drive asked how long it will take to get a visual of the portion of the developments that will be behind her home. Mayor Byrd referred Ms. Whitaker to make an appointment with Mrs. Oldham to get more information.

With no one else wishing to speak, Mayor Byrd closed the 1<sup>st</sup> Open Forum at 7:57pm.

#### REGULAR BUSINESS

#### MAYOR FLETA BYRD:

Mayor Byrd said she and Town Administrator Worley attended the town and state dinner recently. She said she also attended the sewer meeting as well as the monthly Mayor's meeting. She said there is a lot going on in town as well

in the County and she is staying updated on everything so she can do what is best for our community.

**TOWN  
ADMINISTRATOR'S  
REPORT – Leighanna  
Worley:**

**CPRC Proposal for  
Facilitation &  
Planning – Campus  
Master Plan:**

Alana Keegan of Central Pines addressed Council about the process of developing a Master Plan for Town Hall Campus and referenced the proposal in Council's packets. She said the role of Central Pines would be to do an environmental scan including gathering information on staffing needs. She also said they are proposing 3 additional meetings with Council and necessary staff. She said these meetings will include the results of the environmental scan, discussing the desire of Council, and the final meeting would be coming to a consensus of both the staffing needs and the desire of Council. Central Pines would create RFQs and if the process starts in May it should be finished by August.

Councilmember Brown asked who the stakeholders would be and Alana said that would be discussed in the meetings and decided on by Council.

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Carolyn Dobbin to approve the CPRC Proposal for Facilitation and Planning for the Town Hall Campus Master Plan. Motion carried unanimously.

**Award Bid for  
Branding and Logo:**

Ms. Worley said we received 5 submissions in response to the RFQs send out for the branding and logo. She reviewed the scoring, timelines, and cost of each and said the top 3 were Expanding Eden, Haven Creative, and Small Town Soul. Interviews were held with each company and Small Town Soul is the recommendation of staff. Their total timeline would be 7 months which is longer than other companies but Small Town Soul had a more personal approach. The total bid from Small Town Soul was \$29,500 and Council earmarked \$50,000 so the bid is under budget. Councilmember McGowan and Mayor Pro-tem Triplett said they both liked Smalltown Soul.

A motion was made by Councilmember David McGowan and seconded by Councilmember Tim Brown to award the bid for Branding and Logo to Small Town Soul for \$29,500. Motion carried unanimously.

**Economic  
Development  
Advisory Board  
Recommendation –  
Carolyn Dobbin:**

Ms. Worley referenced the Economic Development application in Council's packets and said up until now Mayor Pro-tem Triplett has been serving on the Board, but Councilmember Dobbin has recently applied. She said if recommended by Council, the application would do to the Johnston County Commissioners for possible appointment.

A motion was made by Mayor Pro-tem JC Triplett and seconded by Councilmember Tim Brown to recommend Carolyn Dobbin to the Johnston County Commissioners for appointment to the Economic Development Advisory Board. Motion carried unanimously.

**Presentation of  
Petition for  
Annexation – Reba  
C. Walker – Parcel  
ID 17K0843I:**

Ms. Worley referenced the petition for annexation for parcel ID 17K0843I.

**Resolution Directing  
the Clerk to  
Investigate Petition  
of Annexation --  
Reba C. Walker –  
Parcel ID 17K0843I:**

Councilmember Dobbin asked where this property is located and Ms. Worley said it is by Greater Vision Worship Center on Highway 70.

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to approve the Resolution Directing the Clerk to Investigate Petition of Annexation. Motion carried unanimously.

**Certificate of Sufficiency – Town Clerk Emily Matthews – Reba C. Walker – Parcel ID 17K0843I:**

Ms. Worley referred to the Certificate of Sufficiency and asked if there were any questions.

She said the certificate was copied for Council’s packets before it was sealed by the Clerk, but the property has been investigated efficiently.

**Resolution Fixing Date of Public Hearing on Annexation – Reba C. Walker – Parcel ID 17K0843I:**

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to call the public hearing for May 20, 2024, in the Wilson’s Mills Elementary cafeteria at 6:30pm for the annexation of parcel ID 17K0843I. Motion carried unanimously.

**OTHER:**

Ms. Worley referenced the email from Interstate Outdoor in reference to the billboard outside of Town Hall. She said the billboard is owned by Interstate Outdoor and reminded Council the previous owner of the Town Hall property agreed to have the billboard removed within 12 months of purchase of the property. The 12 months end in May and Interstate Outdoor offered options rather than removing the billboard. They offered to keep the billboard and would pay the town \$4,000 a year for 10 years. If the town chooses not to go with that option Interstate Outdoors requested a 90 day grace period with the compensation of \$1,000.

Councilmember McGowan suggested placing a Wilson’s Mills ad on the billboard for the 90 days rather than receiving the \$1,000. Mayor Pro-tem Triplett said he is in favor of the 90 day grace period and would prefer to receive the \$1,000. Councilmember Brown said he thinks we should receive \$5,000 instead of \$1,000.

After further discussion a motion was made by Councilmember David McGowan to present the proposal to Interstate Outdoors to allow the billboard to remain in place for no more than 90 days in the amount paid to the town of \$22 per day.

The motion was amended to include that Town Administrator Leighanna Worley has the authority to negotiate with Interstate Outdoors and the authority to sign a short-term lease with them. Motion was seconded by Mayor Pro-tem JC Triplett. Motion carried unanimously.

Ms. Worley said she and the Mayor have spoken with Senators and State Representatives about mail delivery in town. She said Senators Bug and Tillis are willing to help us with this. She also said once you start this process you cannot reapply for mail delivery service again for another 10 years.

**PLANNING DEPARTMENT – Wendy Oldham:**

Planning Director Wendy Oldham stated the applicant of the property is requesting the property be rezoned from Agriculture to C-70.

**Call for Public Hearing – Rezone of Reba C. Walker Property – Parcel ID 17K0843I:**

A motion was made by Councilmember David McGowan motion and seconded by Councilmember Carolyn Dobbin to call the public hearing for the rezone of Parcel ID 17K0843I for Monday May 20, 2024, at 6:30pm in the Wilson’s Mills Elementary School cafeteria. Motion carried unanimously.

**COUNCILMEMBER COMMENTS:**

Mayor Fleta Byrd asked if there were any comments from Council.

Councilmember Brown said we will need to rename the town streets soon due to development and Mayor Byrd said Mrs. Oldham is working with the appropriate parties to get that done.

**2<sup>nd</sup> OPEN FORUM**

Mayor Byrd opened the 2nd Public Forum at 8:44pm.

Jim Uzzle of 138C Uzzle Industrial stated the billboard outside of town hall would be costly and difficult to remove. He also said he thinks the town would be able to make more money by keeping it.

With no one else wishing to speak, Mayor Byrd closed the 2nd Open Forum at 8:46pm.

**ADJOURN:**

A motion was made by Councilmember David McGowan and seconded by Councilmember Carolyn Dobbin to adjourn. Motion carried unanimously.

The meeting adjourned at 8:46pm.

ATTEST:

---

FLETA A. BYRD, Mayor

---

EMILY MATTHEWS, CMC  
Town Clerk

# Request for Council Action

## Agenda Item 5a

**TO:** Mayor Fleta Byrd and Town Council Members  
**FROM:** Wendy Oldham, CZO  
**DATE:** May 20, 2024  
**FILE No.:** RZ-02-2024  
**REQUEST:** General Rezone from (AG) Agriculture to (C-70) Highway 70 & I-42 Commercial District.

CURRENT SITE INFORMATION	
<b>LOCATION:</b>	US HWY 70 W Smithfield NC 27577 - WALKER PROPERTY
<b>TAX ID:</b>	17K08043I
<b>SITE ACREAGE:</b>	3.82
<b>ZONING:</b>	(AG) Agriculture
<b>CURRENT USE:</b>	Vacant Lot

### BACKGROUND

This parcel, prior to annexation, was zoned (AG Agriculture).  
The applicant has requested a rezone from AG to C-70

### SITE LOCTATION



## PARCEL ORTHOPHOTO



### STANDARDS FOR APPROVAL

Town Council approval shall be based on the findings of facts and to include the Planning Board's recommendations. Both are listed below.

### FINDINGS OF FACT

1. That the use or development is located, designed, and proposed to be operated to maintain or promote the public health, safety, and general welfare.  
*Statement by applicant:* Agreed...with a re-zoning to C-70 it would allow my agent to seek out a commercial buyer that can use this land to its highest and best potential.
2. That the use or development complies with all required regulations and standards of the Wilson's Mills development ordinance and with all other applicable regulations.  
*Statement by applicant:* Yes...neighboring parcels are already zoned C-70, and this one is GB-HCO, changing to C-70 will simply make it easier for the future buyer to enhance the area, and build at a quicker pace.
3. That the use or development is located, designed, and proposed to be operated to not substantially injure the value of adjoining or abutting property, or that the use or development is a public necessity. *Statement by applicant:* Currently, nothing is planned, I am simply seeking to have my land rezoned.
4. That the use or development will be in harmony with the area in which it is to be located and conforms to the general plans for the land use and development of the Town of Wilson's Mills and its environs. *Statement by applicant:* Changing from GB-HCO to C-70 is simply allowing this land which is very close to 70 to be developed properly in the future.

**STATEMENT OF CONSISTENCY AND REASONABLENESS**

This action is consistent with the Town of Wilson's Mills Adopted Comprehensive Land Use and Master Plan and the Town's Unified Development Ordinance. This action is also consistent with the Future Land Use Map as Commercial was established to provide opportunities for compatible and sustainable development along the US Hwy 70 & I-42 corridor and would help promote and establish growth of businesses in Wilson's Mills. This rezone is also reasonable with the above items.

**PLANNING BOARD RECOMMENDATION(S)**

The application for rezoning went before the Town of Wilson's Mills Planning Board on March 25, 2024, and was recommended for approval to the Town Council. The Planning Board, recognizing consistency with the Future Land Use Map, Comprehensive Land Use and Master Plan and Wilson's Mills UDO, recommended approval of File No. RZ-04-2024 to allow the rezone from Agriculture (AG) to Highway 70 & I-42 Commercial District (C-70).

**THE TOWN'S PLANNING DEPARTMENT RECOMMENDATION(S)**

After reviewing the file, rezoning application and site plan, staff recommends approval for rezoning Agriculture (AG) to Highway 70 & I-42 Commercial District (C-70). Staff agrees with the Planning Board decision to approve rezone.

**TOWN COUNCIL ACTION**

1. Based on Consistency and reasonableness with the Comprehensive Land Use Map, UDO, and Future Land Use Map I make a motion to approve the rezone of Parcel ID: 17K080431 (US HWY 70 W) from AG to C-70.
- 
- 

2. Make a motion to deny the rezone of Parcel ID: 17K080431 from AG to (C-70).

Denial based upon:

---

---





# TOWN OF WILSON'S MILLS REZONING / MAP AMENDMENT APPLICATION

Planning Department  
PO Box 448, Wilson's Mills, NC 27593  
Phone: (919) 938-3885 Fax: (919) 938-1121

## PROCESS INFORMATION:

**Submission Requirement:** An application for a rezoning (general or conditional zoning) to the Town's official zoning map shall be filed with the Development Compliance Officer. Such petition shall contain all the information required on this form and must be determined to be complete by the Development Compliance Officer prior to advancing it through the review process.

**Public Notification:** This is a legislative process that requires a public hearing.

**Review Process:** Per Article 5 of the Wilson's Mills Development Ordinance (WMDO), all applications are to be reviewed for compliance by the Development Compliance Officer and then forwarded for to the Planning Board (review) and Town Council (decision) for consideration.

**General Rezoning Requests:** These are "general" requests involving a zoning change to an individual parcel of land. The request is to amend or change the Town's Official Zoning Map in a certain area from one zoning district to another. "General" rezoning requests are not specific and if approved, any permitted land use within the new zoning district as illustrated in the Section 8.1 (Table of Uses) of the Wilson's Mills Development Ordinance (WMDO) could be permitted.

**Conditional Zoning Requests:** Conditional Zoning Districts (CZ) are districts with conditions voluntarily added by the applicant. Conditional zoning is available for any of the Primary General Use District classifications enumerated in Article 8 of the WMDO, except for those that require a site-specific development plan as part of the application. The conditional zoning designation shall be indicated on all zoning maps and other official documents with the suffix, "(CZ)" (e.g. "IND(CZ)").

## FILING INSTRUCTIONS:

\_\_\_\_\_ Every applicant for rezoning request is required to meet with the Development Compliance Officer in a pre-application conference prior to the submittal of a formal application. The purposes of this conference are to provide additional information regarding the review process and assistance in the preparation of the application.

\_\_\_\_\_ A petitioner must complete this application in full. This application will not be processed unless all information requested is provided.

\_\_\_\_\_ Remittance of associated fee(s)\* to accompany this application. (\*See Town of Wilson's Mills fee schedule)

## GENERAL PROJECT INFORMATION:

Project Address / Location: 0 US HIGHWAY 70 W Smithfield NC 27577

Zoning District: Wilson's Mills Size of Property (in acres): 3.820

Johnston Co. Tax PIN #: 169600-52-5321 Proposed Building Square Footage: N/A

Town Jurisdiction: In-Town Limits  ETJ

Existing land use/zoning on adjoining properties:

North: DOT owned Commercial
South: AG
East: US HWY 70 Commercial
West: C-70 & AG (Duke Power & Light)

APPLICANT INFORMATION:

Applicant: Reba Walker
Address: 1017 SWAN LAKE DR
City: N Myrtle Beach State: SC Zip: 29582
Phone: 919-215-8155 Email: rebaw033@gmail.com

Property Owner (Owner Consent Form is required if different from applicant):
Address:
City: State: Zip:
Phone: Email:

REZONING REQUEST:

X General Use Conditional Zoning
Existing Zoning Classification: AG & C-70
Proposed Zoning Classification: C-70

If the request is to a Conditional Zoning District, this application should be accompanied by a site-specific development plan that includes land use, existing conditions, buildings, lots, etc. per the WMDO. In addition, please provide a narrative of the proposed use and list any proposed conditions:

Proposed Land Use:
Right now the plan is to contact gas stations to see if this land would be a good fit for perhaps a wawa
With the changing landscape this area has a highest and best use of commercial directed towards hwy 70 traffic

Proposed Conditions Offered by Applicant:
NONE

ACKNOWLEDGEMENT:

The undersigned property owner, or duly authorized agent/representative thereof certifies that this application and the foregoing answers, statements, and other information herewith submitted are in all respects true and correct to the best of their knowledge and belief, with the understanding that any incorrect information submitted may result in the delay or rescheduling of the required public hearing and may result in the revocation of this application. I hereby authorize the Town of Wilson's Mills to review this request, visit the site, and contact any appropriate design professional in relation to questions generated as a result of the review.

Reba Walker
Applicant Printed Name
Applicant Signature
Date 01/08/2024

### FINDINGS OF FACT

Article 7.8 of the WMDO require the compliance of specific findings of fact in order to grant a rezone. The applicant shall submit the following statements of justification, presenting factual information supporting each and all the required findings as they relate to the proposed rezone request:

1. That the use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare.

**Statement by applicant:**

Agreed...With a re-zoning to C-70 it would allow my agent to seek out a commercial buyer  
that can use this land to its highest and best potential

2. That the use or development complies with all required regulations and standards of the Wilson's Mills Development Ordinance and with all other applicable regulations.

**Statement by applicant:**

Yes...neighboring parcel's are already zones C-70, and this one is GB-HCO, changing to C-70  
will simply make it easier for the future buyer to enhance the area, and build at a quicker pace

3. That the use or development is located, designed, and proposed to be operated so as not to substantially injure the value of adjoining or abutting property, or that the use or development is a public necessity.

**Statement by applicant:**

Currently, nothing is planned, I am simply seeking to have my land re-zoned.

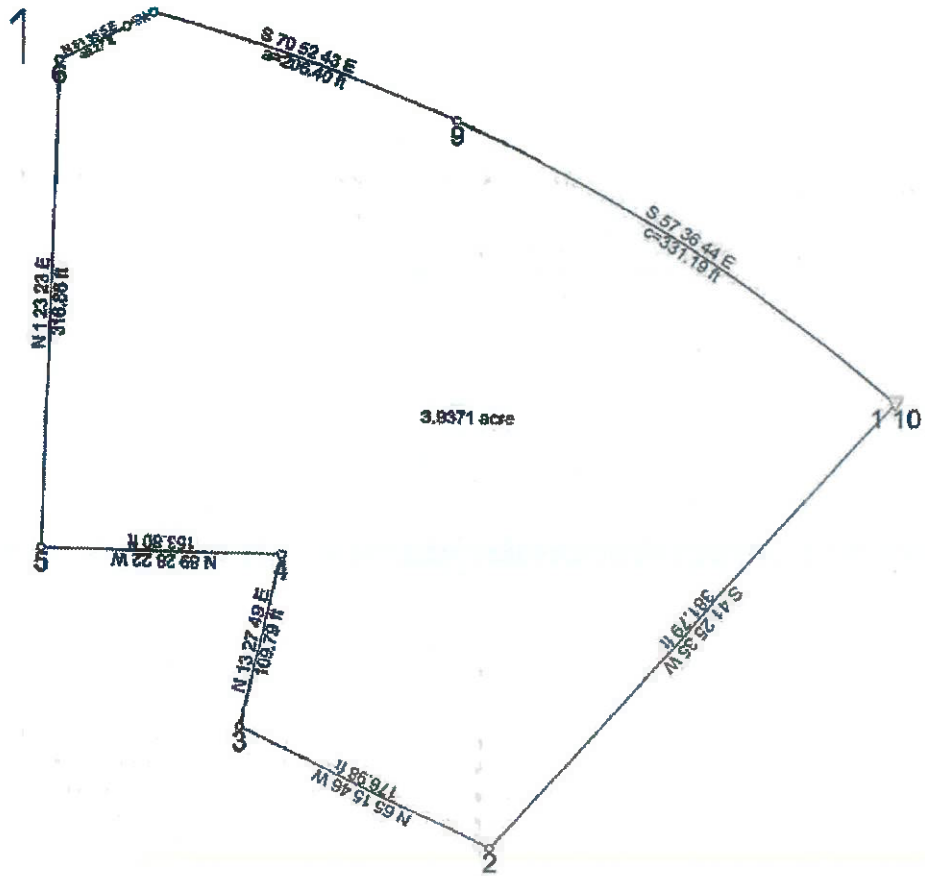
4. That the use or development will be in harmony with the area in which it is to be located and conforms to the general plans for the land use and development of Town of Wilson's Mills and its environs.

**Statement by applicant:**

Changing from GB-HCO to C-70 is simply allowing this land which is very close to 70 to be  
developed properly in the future

EXHIBIT A

BEGINNING at the Northwestern corner of the property now or formerly owned by Ebi and Chuck G. Igba and described in that deed recorded in Deed Book 5616, Page 705, Johnston County Registry and traveling with the Western Line of the Igba property South 41 degrees 25 minutes 35 seconds West 381.79 feet to a point; thence North 65 degrees 15 minutes 46 seconds West 176.98 feet to a point; thence North 13 degrees 27 minutes 49 seconds East 109.79 feet to a point; thence North 89 degrees 28 minutes 22 seconds West 153.80 feet to a point; thence North 1 degree 23 minutes 23 seconds East 316.86 feet to a point; thence North 61 degrees 35 minutes 05 seconds West 48.27 feet to a point; thence North 61 degrees 52 minutes 32 seconds East 19.48 feet to a point; thence following a curve with an arc length of 206.4 feet, a radius of 1163 feet, a chord bearing of South 70 degrees 52 minutes 43 seconds East and a chord length of 205.97 feet; thence following a curve with an arc length of 332.32 feet, a radius of 1163 feet, a chord bearing of South 57 degrees 36 minutes 44 seconds East and a chord length of 331.19 feet to the point and place of BEGINNING, and containing 3.94 acres, more or less, and identified as Tract 2 on a survey drawn by Aalsey J. Gilbert PLS and dated June 9, 2020.



DeedPro Software, LLC makes no warranty as to the accuracy and completeness of this information.

**TOWN ADMINISTRATOR / HR DIRECTOR**

Leighanna T. Worley, MMC, NCCMC

**TOWN CLERK**

Emily Matthews

**FINANCE OFFICER / DEPUTY CLERK**

Sherry Hudson

**PLANNING DIRECTOR**

Wendy Oldham, CZO

**PUBLIC WORKS DIRECTOR**

Patrick Moore



**MAYOR**

Fleta Byrd

**MAYOR PRO-TEM**

JC Triplett

**COUNCIL MEMBERS**

Tim E Brown

Randy N Jernigan

David J McGowan

Carolyn Dobbins

**TOWN ATTORNEY**

Gabriel Du Sablon

April 29, 2024

Dear Property Owner:

You are hereby advised that Wilson's Mills Town Council will hold a public hearing on May 20, 2024, at 6:30 p.m. at Wilson's Mills Elementary School in the cafeteria. The purpose of the hearing is to consider a rezone request concerning property adjacent to property owned by you. All interested citizens are invited to attend the meeting.

The petitioner is requesting a rezone of Parcel 17K080431 from Agriculture (AG) to Highway 70 & I-42 Commercial District (C-70).

All interested people are invited to attend the meeting. The Town Council will be making their decision immediately after this hearing.



If you have any questions regarding this matter, please feel free to contact me at 919-938-3885 x 220 or woldham@wilsonsmillsnc.org.

Sincerely,  
Wendy Oldham, CZO  
Planning Director

**3.8± Acres**  
**FOR SALE**  
**919-215-9146**

**Z** ZONING NOTICE  
Casey RT-02-0004  
From ASL & C-70  
A Public Hearing will be held on  
July 27, 2011 at 5:00 PM  
at the Planning & Zoning Commission  
1000 North Main Street  
Greenville, SC 29615  
www.planning.org

3.8-  
FOR  
919-2

**Z** ZONING NOTICE  
Case# RZ-02-2024  
Request AG to C-70  
A PUBLIC HEARING will be held on  
MAY 20<sup>th</sup> 2024 @ 6:30PM  
Wilson's Mills Elementary School (Cafeteria)  
4654 Wilson's Mills Road  
Wilson's Mills 919-408-3000 www.wilsonsmillsnc.org



**AN ORDINANCE AMENDING THE WILSON'S MILLS ZONING ORDINANCE**

**PROPERTY OWNED BY  
REBA WALKER  
3.82 ACRES LOCATED ON US HWY 70 W FROM AGRICULTURE (AG) TO  
COMMERCIAL (C-70)**

**WHEREAS**, a petition has been received from Reba Walker to rezone a 3.82-acre tract of land from AG (Agriculture) to C-70 (Commercial) ; and

**WHEREAS**, the required newspaper notices have been given, adjacent property owners notified, the recommendation from the Wilson's Mills Planning Board received, and a public hearing held at a Regular Meeting on May 20, 2024 with members of the public soliciting input on the matter.

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL** of the Town of Wilson's Mills that:

**Section 1.** The Zoning Ordinance of the Town of Wilson's Mills is amended to change the following area from AG (Agriculture) to C-70 (Commercial), and to amend the Wilson's Mills Zoning Map to show the area change:

*BEGINNING AT THE Northwestern corner of the property now or formerly owned by Ebi and Chuck G. Igba and described in that deed recorded in Deed Book 5616, Page 705, Johnston County Registry and traveling with the Western Line of the Igba property South 41 degrees 25 minutes 35 seconds West 381.79 feet to a point; thence North 65 degrees 15 minutes 46 seconds West 176.98 feet to a point; thence North 13 degrees 27 minutes 49 seconds East 109.79 feet to a point; thence North 89 degrees 28 minutes 22 seconds West 153.80 feet to a point; thence North 1 degree 23 minutes 23 seconds East 316.86 feet to a point; thence North 61 degrees 35 minutes 05 seconds West 48.27 feet to a point, thence North 61 degrees 52 minutes 32 seconds East 19.48 feet to a point; thence following a curve with an arc length of 206.4 feet, a radius of 1163 feet, a chord bearing of South 70 degrees 52 minutes 43 seconds East and a chord length of 205.97 feet'; thence following a curve with an arc length of 332.32 feet, a radius of 1163 feet, a chord bearing of South 57 degrees 36 minutes 44 seconds East and a chord length of 331.19 feet to the point and place of BEGINNING, and containing 3.94 acres, more or less, and identified as Tract 2 on a survey by Alsey J. Gilbert PLS and dated June 9, 2020.*

**Section 2.** All laws and clauses in conflict with this Ordinance Amendment are hereby repealed.

**Section 3.** This Ordinance Amendment shall be effective immediately upon adoption.

**DULY ADOPTED THIS THE 20<sup>th</sup> DAY OF MAY 2024**

\_\_\_\_\_  
FLETA BYRD, Mayor

ATTEST:

\_\_\_\_\_  
EMILY MATTHEWS, CMC, Town Clerk

**PROCLAMATION IN  
HONOR OF  
MEMORIAL DAY**

**WHEREAS** millions of men and women have answered the call to duty in defending the hard-won freedoms we enjoy today; and

**WHEREAS** Memorial Day is the occasion on which we remember, recognize, and honor the unselfish service of those no longer with us; and

**WHEREAS**, while we feel sorrow over their loss, we thank God that such people lived and gave their full measure so that we might live in liberty and freedom; and

**WHEREAS** many of those who faced enemy fire on battlefields the world over were from Johnston County and Wilson's Mills, or are presently residing in this area, and many more our of communities' sons and daughters currently serve overseas to protect our national freedom – Freedom is not Free.

**THEREFORE**, the Town Council of the Town of Wilson's Mills asks all citizens of Wilson's Mills to recognize the hardships and sacrifices of those we know as veterans and let us remember the words of the song which says so much about this observance, "All gave some... some gave all."

**This is the 20<sup>th</sup> day of May 2024**

\_\_\_\_\_  
**Fleta Byrd, Mayor**

**Attest:**

\_\_\_\_\_  
**Emily Matthews, CMC  
Town Clerk**

# *Request for Council Action*

*Agenda Item 7b(i)*

---

**TO:** MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS  
**FROM:** LEIGHANNA WORLEY, TOWN ADMINISTRATOR  
**DATE:** MAY 20, 2024  
**RE:** RESOLUTION CONSENTING TO INCLUSION IN FIRE PROTECTION DISTRICT

---

Attached for your consideration is a Resolution to Consent to be included in the new Fire Protection Service District of Johnston County.

Johnston County Deputy Fire Marshal Jordan Piper will be present to present the Resolution, explain specific details of the new district, and answer any questions you may have.

## **ATTACHMENTS:**

RESOLUTION by Town of Wilson's Mills Consenting to Inclusion in the Johnston County Fire Protection Service District

## **ACTION REQUESTED:**

Vote to adopt, deny, or table the RESOLUTION by Town of Wilson's Mills Consenting to Inclusion in the Johnston County Fire Protection Service District

**RESOLUTION BY TOWN OF WILSON'S MILLS  
CONSENTING TO INCLUSION IN THE  
JOHNSTON COUNTY FIRE PROTECTION SERVICE DISTRICT**

**WHEREAS**, in accordance with the County Service District Act of 1973, N.C.G.S. § 153A-300 through 153A-310 (the "Act"), the Johnston County Board of Commissioners ("Johnston County Board") may define service districts within which the County may assess taxes to pay for the provision of fire protection services within the district(s); and

**WEHREAS**, territory within the Town of Wilson's Mills is currently included in an existing Johnston County fire protection service district; and

**WHEREAS**, the Johnston County Board is proposing to abolish the existing fire protection service districts located within Johnston County because there is no longer a need for the fire protection service districts as established, and proposing to establish a new, single fire protection service district throughout the County in order to fund the costs of fire protection services, delivered on an equitable basis to all residents of the service district, with the cost burden being carried equitably by all service district property owners through the service district tax; and

**WHEREAS**, in accordance with the Act, tax revenues collected to support the fire service protection district may be used only to provide fire services within the fire service district and may not be reallocated to any other County fund or program; and

**WHEREAS**, a resolution of the governing board of the Town of Wilson's Mills consenting to the inclusion in the proposed Johnston County Fire Protection Service District is required by the Act if such territory is to be included in the proposed district.

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Wilson's Mills supports Johnston County's establishment of the Johnston County Fire Protection Service District; and

**BE IT FURTHER RESOLVED** that the Town of Wilson's Mills consents to the inclusion within the Johnston County Fire Service Protection District of the territory located within the municipal limits of the Town of Wilson's Mills (including territory hereinafter annexed by the Town of Wilson's Mills).

**Duly adopted this the 20<sup>th</sup> day of May 2024**

\_\_\_\_\_  
**Fleta A. Byrd  
Mayor**

**ATTEST:**

\_\_\_\_\_  
**Emily A. Matthews, CMC  
Municipal Clerk**

# Request for Council Action

Agenda Item 7b(ii)

---

**TO:** MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS  
**FROM:** LEIGHANNA WORLEY, TOWN ADMINISTRATOR  
**DATE:** MAY 20, 2024  
**RE:** AWARD BID FOR DIGITAL SIGNAGE AT COMMUNITY PARK

---

Requests for bids on installing digital signage at our Community Park off Powhatan Road were sent out in the month of March to eleven (11) recommended local sign providers. This request called for installation of a double-sided LED message board surrounded by stonework in a monument style sign (to match our entrance sign on Fire Department Road) and showcasing the Community Park's new name: "Phillip R. Wright Community Park."

To this request, four (4) did not respond to repeated correspondence, four (4) did not have the capacity to complete the project in its entirety or as requested, and three (3) responded to our request as presented.

Three qualified submissions were received from (in alphabetical order):

*ASI Signage of Holly Springs, NC (Terry Patsel)*  
*McCorkle Sign Co. of Durham, NC (Jeff McCorkle)*  
*Sign & Awning Systems of Dunn, NC (John Honeycutt)*

Staff reviewed all submissions, and the top three bid proposals were:

- ❖ *McCorkle Sign Co.*
  - Cost estimate of \$33,572.43
- ❖ *Sign & Awning Systems*
  - Cost estimate of \$35,549.33 - 42,087.52  
(size and specification dependent)
- ❖ *ASI Signage*
  - Cost estimate of \$83,884.86 - 98,843.70  
(size and specification dependent)

**Staff recommendation for the award for our Park Signage project goes to *McCorkle Sign Co of Durham, NC.* Costs incurred for this project include the building and**

*(Continued on Page Two)*

installation of one (1) double-sided free-standing sign with electronic message center. The LED Message Center specifications are 12mm 28" x 7' 11" full color. The installation includes the sign with base and columns (stonework included, total size to be 12' long x 7' high), LED message boards, and the total price includes labor, permitting, and taxes.

For this sign to be placed in its desired location, the existing fence along Powhatan Road at the park must be moved back. We contacted the original fencing company, TEBCO Fence, and received a quote of **\$4,750.00** to relocate approximately 400 feet of existing 4-foot fence and cantilever gate back 20 feet. Existing chain-link and top rail will be reused with new posts.

If McCorkle Sign Co. is chosen, the total for this project would be \$38,322.43. This fiscal year budget has approximately \$36,000 in Open Space monies left. The remaining \$2,324 can be taken from another line item in this year's budget and added into the year-end amendment.

Doing this would remove the \$35,000 expenditure line in the upcoming FY2425 budget, thus reducing our expenditures and deficit for that budget by this amount.

**ATTACHMENTS:**

- Bid submissions from *ASI Signage*, *McCorkle Sign Co.*, and *Sign & Awning Systems*.
- Quote from *TEBCO Fence* for relocation of fence.

**ACTION REQUESTED:**

Vote to approve, deny, or table the award of the Park Signage to staff's recommendation of *McCorkle Sign Co.* for **\$33,572.43** and fence relocation to *TEBCO Fence* for **\$4,750.00**, making the total for the project **\$38,322.43**.



1107 E. Geer Street, Durham, North Carolina 27704 | (919) 687-7080

# PROPOSAL

240693-02

Date: 04/10/2024

Expires: 05/10/2024

Drawing Numbers: 240693-03

**Project:** Town of Wilson's Mills  
988 Powhatan Rd  
Clayton, NC 27527

**Client:** Town of Wilson's Mills  
988 Powhatan Rd  
Clayton, NC 27527

**Contact:** Starr Crocker 919-938-3885 scrocker@wilsonsmillsnc.org

We are pleased to offer this proposal for the following services at the above location.

Project Description:	Item Total:
Build and Install One (1) double sided free standing sign with electronic message center. Face of sign to be routed graphics. LED Message Center: 12mm 28" x 7'-11" full color	
A. Sign with base and columns	\$8,850.00
B. LED Message Boards	\$18,480.00
C. Labor	\$3,600.00
D. Permits	\$400.00
<b>Deposit Rate: 50%</b> <b>Deposit: \$16,786.21</b>	<b>Subtotal: \$31,330.00</b> <b>Tax: \$2,242.43</b> <b>Total: \$33,572.43</b>

TERMS: 50% deposit required:  
Balance upon within 10 days of completion :  
There will be a 3% service charge on all credit card payments.

Warranty: 2 year warranty on workmanship of signs.  
LED Lighting - 5 year maintenance free on replacement parts and 3 years labor.  
Neon and Neon Transformers have Zero Warranty.

If we remove any signs and are asked to store the signs we will only store them for 90 days before disposing of the signs.

Installation of signs directly to a wall (aka individually mounted) McCorkle Sign Co. WILL NOT be responsible for any damage done to the exterior or interior walls of the storefront such as sheetrock, etc. Materials damaged on the interior of the store are the sole responsibility of the customer to repair. When unforeseen obstructions occur, additional labor & material charges may apply.

Salesperson: Jeffrey Smith

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



1107 E. Geer Street, Durham, North Carolina 27704 | (919) 687-7080

# PROPOSAL

240693-02

Date: 04/10/2024

Expires: 05/10/2024

Drawing Numbers: 240693-03

**Project:** Town of Wilson's Mills  
988 Powhatan Rd  
Clayton, NC 27527

**Client:** Town of Wilson's Mills  
988 Powhatan Rd  
Clayton, NC 27527

**Contact:** Starr Crocker 919-938-3885 scrocker@wilsonsmillsnc.org

### Regular business hours and obstructions disclaimer

\*\*All estimates, quotes and bids assume that work is being done during regular business hours, during a regular business week, and without obstructions preventing McCorkle Signs from being able to reach the workspace, unless otherwise noted. Trip charges, additional labor, and/or different rates will apply in the event that we are prevented from performing our duties with circumstances beyond our control or if any "after hours" requirements are necessary.

### Electrical and packaging disclaimer

\*\*All estimates assume that appropriate/dedicated electrical circuits are within 6' from our sign installation, unless otherwise noted. Any roof penetrations needed to attach sign or to power sign are to be repaired/warranted by others. All rubber membrane roof penetrations are quoted as if the onsite roofing subcontractor is to boot all penetrations for installer. All quotes assume that interior electrical is hidden/concealed, unless otherwise noted. No interior reverse wire ways are quoted unless specifically requested or called out on quote.

Primary power (dedicated 20 amp circuit for each sign) must be in place within 6' of sign before sign installation occurs in order for McCorkle Signs to wire-in sign. If primary power is not in place at time of installation, a trip charge will be charged to wire in sign

### Scheduling

\*\*Scheduling of cranes, boom trucks and installations of exterior signage is a weather/condition sensitive endeavor and requires flexibility. All time/schedule sensitive installations and removals must be reflected as such in the quoting process phase and McCorkle Signs requires no less than two weeks-notice, in order to coordinate and schedule properly, unless otherwise communicated in writing.

### Pylon installs

\*\*All pylon pole installation estimates are based on electrical being within 6' of pole location, 3' maximum wide caisson footers, all sign materials provided by others (including mounting/anchoring hardware), paint materials and/or painting, engineering being provided by others, and surveying/locating services provided by others, unless otherwise noted in the estimate. No landscaping or landscaping repair is part of any quote provided and will cost extra.

### Excavation/ Rock clause disclaimer

\*\*There is an implied Rock Clause with any excavation, stating that any anomalies increasing labor, materials, or tooling needed beyond what is estimated is done so at a time and materials cost in addition to what was estimated. Any delays caused by excavation issues such as these are considered extraordinary and will be billed for separately. For example, if an excavation is filling with water, the cost of a pump and our labor would be added. Any rock hit during excavation will slow the process and cost more. **Removal of soils must be noted on quote to be included!! No landscaping or its repair has been quoted, and will cost extra.**

### Removal Disclaimers

\*\* All removal quotes are based on no painting, no wall repair, no landscape repair, and that everything can be done during regular business hours (unless specifically noted in our quote). Everything is demolished upon removal, **UNLESS SPECIFICALLY NOTED ON PO AND QUOTED**, so if anything needs saving, please make certain we are aware ahead of time. We ask that the written PO specify what is leaving and what is staying, i.e. removal of poles to grade, leave anchor bolts. If dates of removals is a critical factor, please advise us at the time of estimating so we are aware, although nothing is scheduled until McCorkle Signs has a correct proposal signed & in hand.

### Permitting

\*\*Any and all costs associated with permits and additional permitting and procurement costs if any Would be added to final invoice if any are required.

### Flex face installs

\*\*All flex face replacement estimates are based on the existing hardware being re-used. If this is not the case, extra hardware charges will apply to replace with new as well as extra labor to cover the time to replace all needed hardware. Flex face install schedules are very sensitive to weather conditions and temperature and flexibility is required.

### Quote lifetime

\*\*Due to the nature of construction, its materials, codes and availabilities, this quote is only good for 30 days. The quotes lifetime may also be cut short with immediate change of applicable code or major fluctuation in fuel, jobsite conditions or materials cost.

Both parties have read the above information and understand it in it's entirety. It is also understood by both parties that the **Sign is PROPERTY OF MCCORKLE SIGN CO. INC. UNTIL BALANCE IS PAID IN FULL!** Warranty does not apply to refurbished signs.

Salesperson: Jeffrey Smith

Buyer \_\_\_\_\_ Seller \_\_\_\_\_





1107 E. Geer Street, Durham, North Carolina 27704 | (919) 687-7080

# PROPOSAL

240693-02

Date: 04/10/2024

Expires: 05/10/2024

Drawing Numbers: 240693-03

**Project:** Town of Wilson's Mills  
988 Powhatan Rd  
Clayton, NC 27527

**Client:** Town of Wilson's Mills  
988 Powhatan Rd  
Clayton, NC 27527

**Contact:** Starr Crocker 919-938-3885 scrocker@wilsonsmillsnc.org

**Salesperson: Jeffrey Smith**

Buyer's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Seller's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

# TOWN OF WILSON'S MILLS

---

**JOB NUMBER: 240693**

**988 Powhatan.**

**Clayton, NC 27527**



**McCorkle Signs**  
& AWNING CO.



# Double Sided Free Standing Sign ¥ Pole Mounted ¥ LED Illumination ¥ 988 Powhatan Rd. Clayton NC

**A** Double Sided Free Standing Sign ¥ Pole Mounted

Scale 0/0" = 1" For Production / Presentation

FONT:

**SPECIFICATIONS FOR FABRICATION AND INSTALLATION:**

- ¥ Internally illuminated cabinet built to UL specification
- ¥ Quantity: ONE (1)
- ¥ Overall height of sign: 4' / Overall length of sign: 8' / Total square feet: 32'
- ¥ Aluminum construction: depth 24"
- ¥ Plex face: 3/16"
- ¥ Mounting method: pole
- ¥ Primary electrical requirement **(Provided by Customer):**

120 volt / 20 AMP (installed within six feet of sign by others)

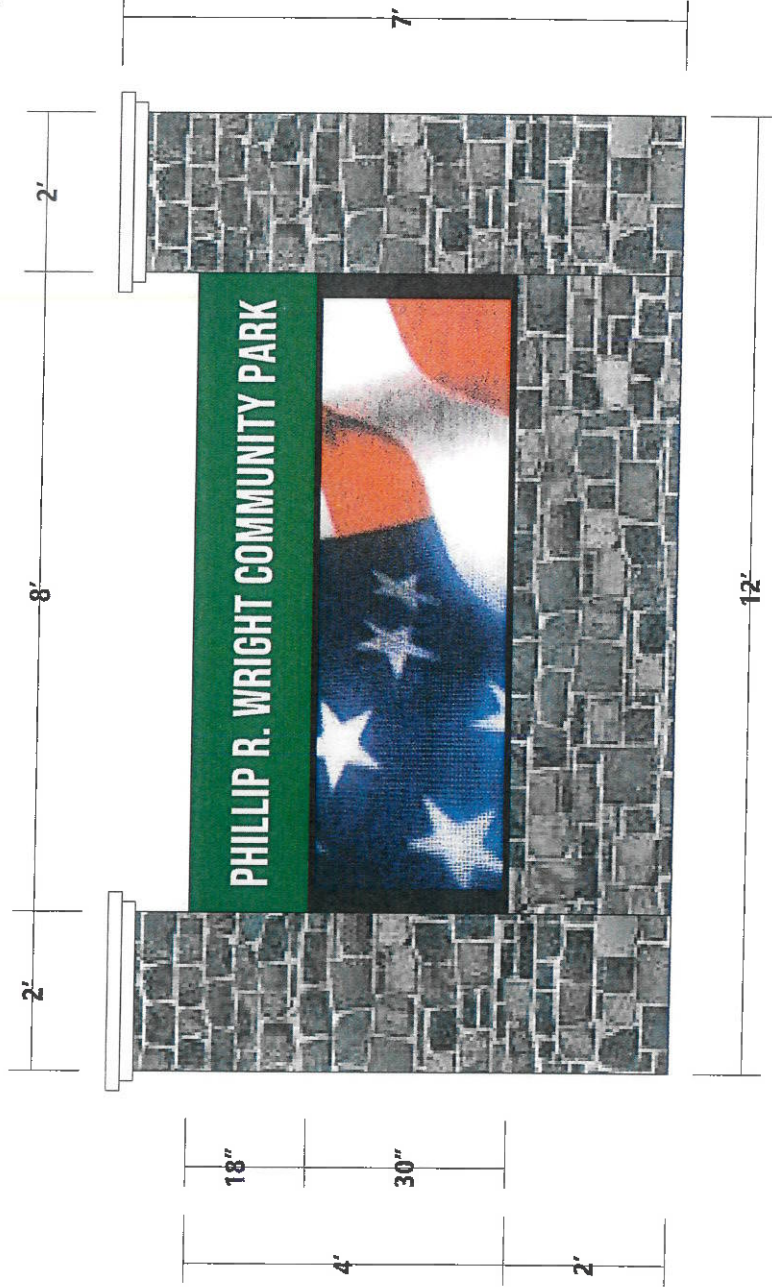
Timer or photo-cell (installed by others)

AMPS: \_\_\_\_\_ VOLTS: \_\_\_\_\_

**COLOR AND LED SPECIFICATIONS:**

- ¥ Base & Pillars: Beige 453C
- ¥ Pillar toppers: Cool Gray 1C
- ¥ Routed Face color: Green PMS 350C
- ¥ Plex face color: #7328 WHITE
- ¥ WHITE LED 6500 WHITE Row(s): 1

Customer wants the stone work to match the below stone work from a current sign they have.



**PROJECT INFORMATION**

Client: Town of Wilson's Mills  
Street Address: 988 Powhatan Rd.

City & State: Clayton, NC

S/C Name: N/A

Date: 4/8/2024

Scale: 007/1"

Designer: Jeff Smith

Project Manager: Jeff Smith

**REVISIONS**

4/8/24  
4/9/24

**LANDLORD APPROVAL**

- APPROVED
- APPROVED AS NOTED
- REVISE & RESUBMIT

NAME:  
DATE:

**CLIENT APPROVAL**

- APPROVED
- APPROVED AS NOTED
- REVISE & RESUBMIT

NAME:  
DATE:



1107 E. Geer Street Durham, NC 27701  
FAMILY OWNED & OPERATED SINCE 1971

PHONE (919) 687 - 7080

FAX (919) 687 - 4996

Website : mccorklesigns.com

Email: mccorklesignman@aol.com



UL 48 Sign Shop

PAGE SIZE: 8x11

Job # 240693

1 of 1

Use Same Stone-style as  
Current Wilson's Mills Sign



**WILSON'S MILLS COMMUNITY PARK**  
**16" x 97" ID Sign / 31" x 97" Daktronics Digital Display (15.85mm)**

2785 US Hwy 301 N, Dunn, NC 28334  
Ph: 910-892-5900 • Fax: 910-892-2140 • [www.SignandAwning.com](http://www.SignandAwning.com)

**NOTE:** These designs are property of Sign & Awning Systems, Inc. and can not be reproduced without permission.

All artwork must be approved by the customer before we move forward with the order. It is the customer's responsibility to ensure that the proof is correct in all areas. Please be sure to double-check Spelling, Grammar, Layout, and Design Content. If the proof containing errors is approved, the customer is liable for all costs, including corrections and reprints. Proofs may not represent exact colors. All colors displayed may look different in person than on your computer screen due to the individual monitor or screen color settings.

Customer / Landlord Approval:

Date:

Use Same Stone-style as  
Current Wilson's Mills Sign



**WILSON'S MILLS COMMUNITY PARK**  
 16" x 90" ID Sign / 35" x 90" Daktronics Digital Display (10mm)

2785 US Hwy 301 N, Dunn, NC 28334  
 Ph: 910-892-5900 • Fax: 910-892-2140 • www.SignandAwning.com

**NOTE:** These designs are property of Sign & Awning Systems, Inc. and can not be reproduced without permission. All artwork must be approved by the customer before we move forward with the order. It is the customer's responsibility to ensure that the proof is correct in all areas. Please be sure to double-check Spelling, Grammar, Layout, and Design Content. If the proof containing errors is approved, the customer is liable for all costs, including corrections and reprints. Proofs may not represent exact colors. All colors displayed may look different in person than on your computer screen due to the individual monitor or screen color settings.

Customer / Landlord Approval:

Date:

*Pricing is as follows (Wilson's Mills Community Park – Wilson's Mills, NC):*

**All New ID Road Sign**

- 16" x 97" double faced cabinet (15.85mm)
- 16" x 90" double faced cabinet (10mm)
- All aluminum cabinet with steel support
- LED illumination, UL certified
- Painted black with semi-gloss, sign grade paint
- Pan and painted acrylic faces, painted on second surface (premium face over competition which uses a flat face)
- Engineering documentation included
- Stonework included

**Daktronics LED Message Board and Cabinet**

15.85mm      31" x 97" cabinet, 25" x 94" active area

10mm          35" x 90" cabinet, 29" x 87" active area

- Galaxy Outdoor Electronic Message Center
- GS6 Series (15.85mm) or GT6 Series (10mm), RGB Standard Cabinet
- Two single face sign displays (mounted back-to-back)
- FULL COLOR Display – RGB (281 Trillion Colors)
- Lifetime Verizon cellular communication system complete with Windows compatible software
- 5 year parts warranty. Option to purchase up to an additional 5 years after the initial warranty expires
- We will provide intermediate training on programming.

**Installation**

- New signage will be installed by engineer's seal, if applicable
- Old signage will be removed, if applicable.
- Any residual dirt/debris will be left onsite, if applicable.
- Final wire hook-up by others, SAS will assist.

15.85mm Price = \$29725 + tax (31" x 97" cabinet, 25" x 94" active area)

10mm Price = \$35695 + tax (35" x 90" cabinet, 29" x 87" active area)

Install = \$2950 + tax + permits

Estimated installation of 10-12 weeks after PO due mostly to Daktronics 4 week lead time to ship.

**Quote No. RALE 33713**

April 29, 2024  
Page 1 of 5



**Customer** Town of Wilson's Mills  
**Location** Primary Location  
**Reference** Monument with LED Boards

**Bill to**  
Town of Wilson's Mills  
Starr Crocker  
4083 Wilson's Mills Road  
Smithfield, NC 27577  
US  
T: (919) 938-3885  
Ext. 290  
Email: scrocker@wilsonsmillsnc.org

**Ship to**  
Town of Wilson's Mills  
Starr Crocker  
4083 Wilson's Mills Road  
Smithfield, NC 27577  
US  
T: (919) 938-3885  
Ext. 290  
Email: scrocker@wilsonsmillsnc.org

<b>Valid Until</b>	05/29/2024	<b>Revision Date</b>	04/29/2024	<b>Lead Time</b>		<b>SR</b>	Terry Patsel
<b>F.O.B.</b>	Destination	<b>Revision No</b>		<b>Ship Method</b>	Installed by ASI NC MH	<b>PM</b>	TBD TBD
<b>Terms</b>	1/2 Deposit balance on receipt						
<b>A/P Contact Person</b>	<b>A/P Phone Number</b>		<b>Quote Status</b>				
<b>A/P Email</b>							

No.	Description	Qty	UOM	Unit Price	Extension
1.	Contract Administration	1	each	825.00	825.00
	NOTE: ASI NC standard terms for orders/purchase orders are an initial deposit with final payment due upon completion. If customer elects to proceed via contract, a contract administration fee will be added to project cost and an initial progress payment will be requested.				
	For Contracts under \$25,000 in value, an administration fee of \$825 will apply.				
2.	Professional Services - to include, but not limited to, design/file setup, project management, and permit obtain (if applicable).	1	each	902.50	902.50
3.	Engineer Drawings	1	Each	675.00	675.00
4.	Permit - At Cost	1	Each	500.00	500.00
	Final price to be adjusted on final invoice				
	NOTE: Proposal includes the cost of the electrical permit but does not include the cost for the electrician. Customer responsible for hiring and paying electrician directly. ASI, NC will obtain the electrical permit on behalf of the customer's chosen electrician.				
5.	OPTION 1 Monument with Electronic Message Center	1	Each	92,041.14	92,041.14
	Monument- 104"W x 70"H, double sided, aluminum cabinet.				
	(continued on next page)				

continued on next page

# Quote No. RALE 33713

April 29, 2024

Page 2 of 5



**Customer** Town of Wilson's Mills  
**Location** Primary Location  
**Reference** Monument with LED Boards

No.	Description	Qty	UOM	Unit Price	Extension
	Text: Routed and backed, internally illuminated with LED lights. Electronic Message Center:96"W x 48"H.				
6.	OPTION 2 Monument with Electronic Message Center  Monument- 80"W x 55"H, double sided, aluminum cabinet.  Text: Routed and backed, internally illuminated with LED lights.  Electronic Message Center: 72"W x 36"H.	1	Each	77,082.30	77,082.30
7.	Electronic Message Center Specifications: LED Color: RGB- 281 Trillion Colors  G5G5 - Parts Assurance Five (5) Year Parts Only Warranty  Daktronics Verizon Lifetime 4G Cellular Data Plan  Secure, web-based software that enables display management anytime, anywhere via internet connection.	1	Each	0.00	0.00
8.	Installation	1	Each	3,559.06	3,559.06
	NOTE: - Pricing assumes full access behind the wall where the letters are being installed (for wiring if required) - This proposal does not include the cost of an electrician or final connect. Customer responsible for contracting directly with electrician for final/primary electrical connect to power supplies.				
9.	Mobilization  Assumes round trip from ASI NC to Job site.  Note - Extra trips or mobilizations caused outside ASI's control will result in added mobilization charges.	1	Each	341.00	341.00

continued on next page



**Quote No. RALE 33713**

April 29, 2024

Page 3 of 5



**Customer** Town of Wilson's Mills  
**Location** Primary Location  
**Reference** Monument with LED Boards

I grant ASI the right to utilize photographs of quoted signage for promotional materials. Opt out []

Subtotal	175,928.00
Sales Tax (6.75 %)	11,795.69
<b>Total</b>	<b>187,721.69</b>

Quote Valid Until: May 29, 2024

By signing below, I approve and authorize this quote and acknowledge that I have read and agree to the attached terms and conditions.

05/06/2024

Submitted by

Date

Approved by

Date

Print Name

continued on next page

## Quote No. RALE 33713

April 29, 2024

Page 4 of 5



**Customer** Town of Wilson's Mills  
**Location** Primary Location  
**Reference** Monument with LED Boards

---

### Conditions

---

**ATTORNEY'S FEES:** If it is necessary for ASI, North Carolina to take legal or other action against the customer to secure the payment of any amount past due hereunder, the customer shall reimburse the Company for all expenses incurred, including but not limited to its reasonable attorney's fees.

**C.O.D. ORDERS:** Payment must be presented at the time of delivery and installation of your order. In the event that we arrive to deliver and/or install your order and payment is not provided, we will not install your order or leave it on site and you will be billed an additional trip charge. The trip charge amount shall be based upon the initial installation price with adjustments as needed.

**CANCELLATION OF ORDER:** If you cancel your order prior to completion, you shall reimburse ASI, North Carolina for all expenses incurred in association with the cancelled order prior to the date of completion. Without limiting the foregoing, you shall be responsible for the cost of all materials, labor, and shipping costs, as well as a fifteen percent (15%) cancellation fee based on the contract price of the job. All amounts billed are due in full within thirty (30) days. **PLEASE NOTE:** Orders may not be cancelled verbally. We must receive written notification from the customer.

**CREDIT CARD SURCHARGE:** If making a payment by credit card, an additional 3% transaction fee will be added to the amount being paid.

**CUSTOM TERMS (if EMC):** EMC 100% Advance Payment; Remaining Items 50% Deposit; balance Net 30

**DESIGN - DRAWINGS:** Initial consultation is at no charge. ASI, North Carolina is a design-build company. Once you have executed this Proposal and we have received any deposit that may be required, we will release your confirmation drawing(s). Any drawings/designs provided to you by ASI, North Carolina, Inc. are to remain the property of (c) ASI, North Carolina, Inc. The drawings/design shall not be duplicated or used without the written consent from authorized personnel of the Company. Please contact your Sign Consultant should you wish to purchase the artwork/design. Engineer stamped drawings are not included in pricing unless included in the proposal and can be provided for an additional charge.

**ESTABLISHED ACCOUNTS:** Provided your account is in good standing, payment terms shall be NET 30 Days. In the event a Proposal exceeds your current credit limit, we may require an additional deposit. Past due accounts shall be placed on hold for any new orders. We reserve the right to revoke credit privileges to customers with past due payment history.

**INVOICING:** You will be invoiced once fabrication of your order is complete (excluding installation). In the event your order is not installed, picked-up, or delivered due to customer delay, you are still responsible for payment according to the terms specified above.

**MANUFACTURING - TURNAROUND TIME:** Manufacturing of your order WILL NOT BEGIN until we receive the following:

- (i) Proposal and drawings, signed and accepted by the customer
- (ii) Deposit, if required, and
- (iii) A sign permit, approved by the Town/City in which the sign(s) are to be installed.

When your order is complete you will be contacted by our office so that you may pick up your order from our warehouse, or so that we may schedule delivery and/or installation. Deliveries and installations will be scheduled Monday thru Friday from 8am to 5pm.

**PAST DUE BALANCES:** An 18% Annual Interest Rate will be charged (1.5% Monthly) on Past Due Balances

continued on next page

## Quote No. RALE 33713

April 29, 2024

Page 5 of 5



**Customer** Town of Wilson's Mills  
**Location** Primary Location  
**Reference** Monument with LED Boards

---

### Conditions

---

SIGN STORAGE: At no charge to the customer, once we have completed your order and your order is in our warehouse, we shall store your order for up to 30-days. After 30 days the customer shall be billed at the rate of \$100.00 per month, per sign/item, provided the installation, pick-up, or delivery is not delayed by ASI, North Carolina.

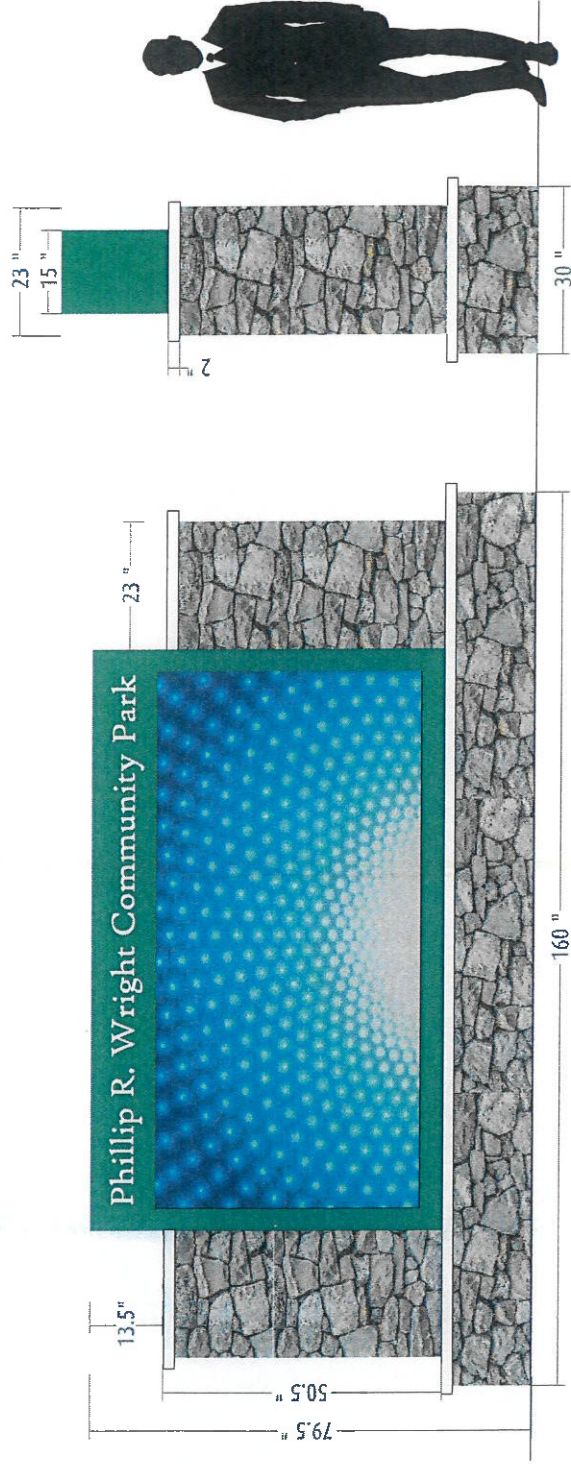
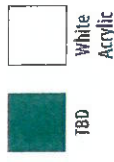
## Main ID Monument Option 1

Qty. 1 Double Sided

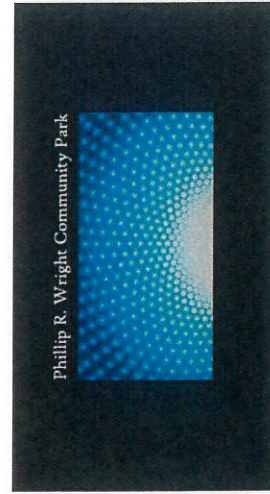
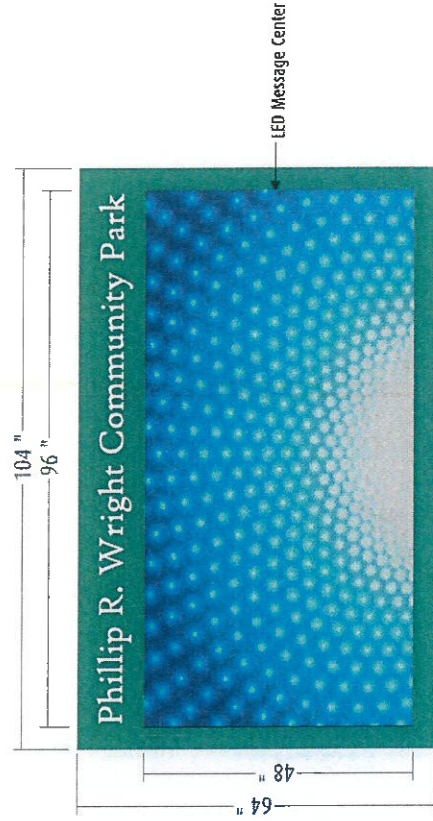
Fabricated aluminum cabinet with illuminated routed and backed white acrylic copy and 4' X 8' LED reader board. Cabinet installed onto custom stone base with masonry caps.

Font: High Tower Text Regular

Final details TBD



Side View



Night Elevation

Order # R00000 Quote # Q33713

**asi**  
Signage specialists  
ASI North Carolina  
600 Irving Parkway, Holly Springs, NC 27540  
PH: 919.562.5869 TX: 919.567.9204

Client: Town of Wilson's Mills  
Project: Monument with LED Boards  
Project Address: tbd  
Account Executive: TP

Designer: JN  
Date: 04/22/24  
Revision: 04/29/24 JN

Customer Approved:   
Approved as Noted:   
Revise & Resubmit:   
Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Date: \_\_\_\_\_

2024 © Copyright Notice:  
This drawing and all reproductions thereof are the property of ASI Signage, Inc. North Carolina and may not be reproduced, published, changed or used in any way without written consent.

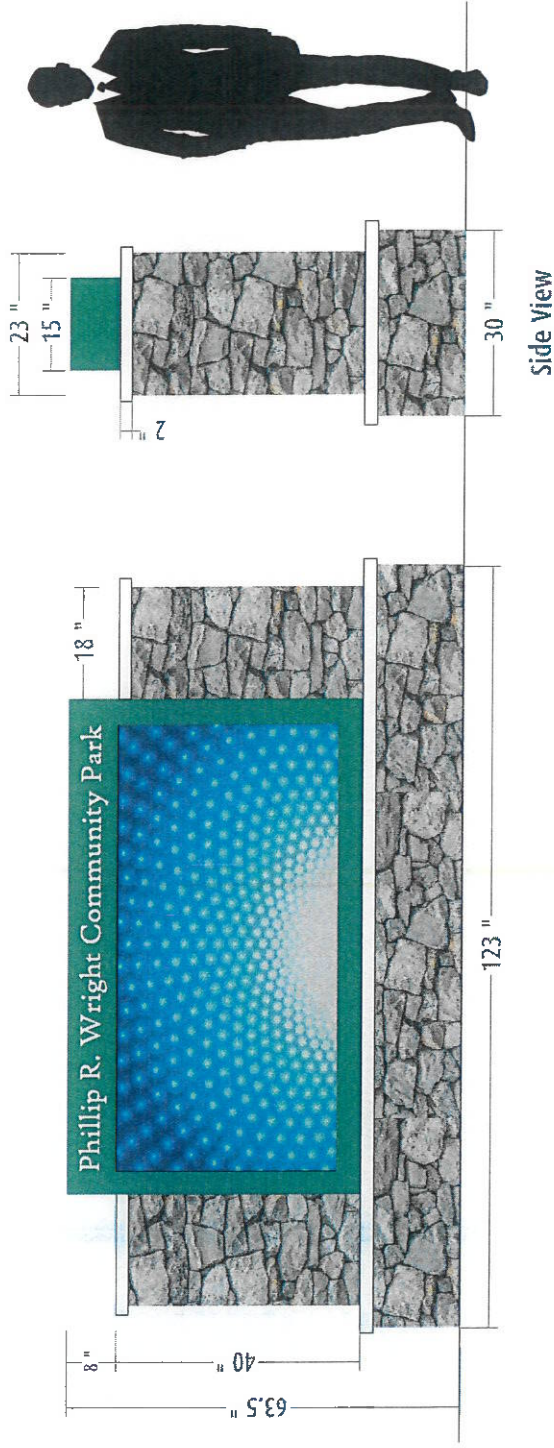
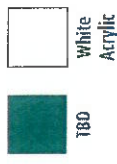
## Main ID Monument Option 2

Qty. 1 Double Sided

Fabricated aluminum cabinet with illuminated routed and backed white acrylic copy and 3' X 6' LED reader board. Cabinet installed onto custom stone base with masonry caps.

Font: High Tower Text Regular

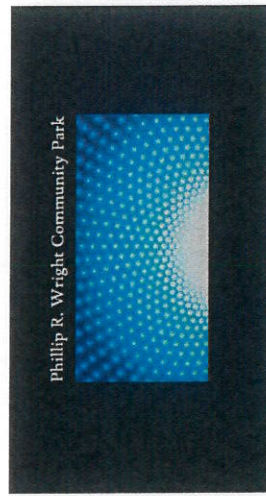
Final details TBD



Side View



LED Message Center



Night Elevation

Order # R00000 Quote # Q33713



Client: Town of Wilson's Mills  
 Project: Monument with LED Boards  
 Project Address: TBD  
 Account Executive: TP

Designer: JN  
 Date: 04/22/24  
 Revision: 04/29/24 JN

Customer Approved:   
 Approved as Noted:   
 Revise & Resubmit:   
 Signature: \_\_\_\_\_  
 Print Name: \_\_\_\_\_  
 Date: \_\_\_\_\_

2024 © Copyright Notice:  
 This drawing and all reproductions thereof are the property of ASI Signage, Inc. North Carolina and may not be reproduced, published, changed or used in any way without written consent.



PO Box 21  
Wilson's Mills  
North Carolina  
27593  
9196317065

# TEBCO Fence

## Estimate

For: Town Of Wilson's Mills  
lworley@wilsonsmillsnc.org

Estimate No: 2382  
Date: 03/10/2024

Description	Quantity	Rate	Amount
Relocate approximately 400' of existing 4' tall fence and cantilever gate back (closer to park) approximately 20'. Existing chainlink and top rail to be reused with new posts	1	\$4,750.00 6.75%	\$4,750.00
	Subtotal		\$4,750.00
	Includes 6.75% (\$4,449.65)		\$300.35
	Total		\$4,750.00

**Total \$4,750.00**

# *Request for Council Action*

*Agenda Item 7b(iii)*

---

**TO:** MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS  
**FROM:** LEIGHANNA WORLEY, TOWN ADMINISTRATOR  
**DATE:** MAY 20, 2024  
**RE:** DISCUSSION OF JUNETEENTH HOLIDAY

---

At your May 7<sup>th</sup> Work Session, you discussed the possibility of adding Juneteenth Holiday. As discussed, this is not a holiday that the State currently observes, however the State and numerous other municipalities and counties have added 1-2 “floating” holidays to their schedule for employees to take when they wish.

This alleviates the need to close the Town Hall offices for a day but allows employees to take a floating holiday when they choose, after a supervisor’s approval, for any holiday, birthday, or additional time off they might want to observe on their own.

**ATTACHMENTS:**

NONE

**ACTION REQUESTED:**

Vote to adopt, deny, or table the addition of one to two floating holidays per employee effective this calendar year 2024

# *Request for Council Action*

*Agenda Item 7b(iv)*

---

**TO:** MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS  
**FROM:** SHERRY HUDSON, FINANCE OFFICER  
**DATE:** May 20, 2024  
**RE:** 2024-2025 AUDIT CONTRACT

---

Attached for your consideration is the 2024-2025 Audit Contract for the Town of Wilson's Mills.

**ATTACHMENTS:**

2024-2025 Audit Contract

**ACTION REQUESTED:**

Approve OR Deny



The	Governing Board Town Council
of	Primary Government Unit Town of Wilson's Mills
and	Discretely Presented Component Unit (DPCU) (if applicable)

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

and	Auditor Name Sharpe Patel PLLC
	Auditor Address 5510 Six Forks Road, Suite 140 Raleigh, NC 27609

*Hereinafter referred to as Auditor*

for	Fiscal Year Ending 06/30/24	Date Audit Will Be Submitted to LGC 10/31/24
-----	--------------------------------	-------------------------------------------------

*Must be within four months of FYE*

hereby agree as follows:

- The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.
- At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards (GAGAS)* if the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period. The auditor shall perform a Single Audit if required by Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F (Uniform Guidance)* or the State Single Audit Implementation Act. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

Effective for audits of fiscal years beginning on or after June 30, 2023, the LGC will allow auditors to consider whether a unit qualifies as a State low-risk auditee based upon federal criteria in the Uniform Guidance §200.520(a), and (b) through (e) as it applies to State awards. In addition to the federal criteria in the Uniform Guidance, audits must have been submitted timely to the LGC. If in the reporting year, or in either of the two previous years, the unit reported a Financial Performance Indicator of Concern that the audit was late, then

the report was not submitted timely for State low-risk auditee status. Please refer to "Discussion of Single Audits in North Carolina" on the LGC's website for more information.

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

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

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

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within four months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an auditor issues an AU-C §260 report, commonly referred to as "Governance Letter," LGC staff does not require the report to be submitted unless the auditor cites significant findings or issues from the audit, as defined in AU-C §260.12 - .14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious reviewed with those charged with governance, and other significant matters. If matters identified during the audit were required to be reported as described in AU-C §260.12-.14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.
10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).
11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

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

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

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

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

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

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

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

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

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

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

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

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

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

27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 Revision* (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

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

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:

- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;
- b) the status of the prior year audit findings;
- c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
- d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>

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

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

**FEEES FOR AUDIT SERVICES**

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

Financial statements were prepared by:  Auditor  Governmental Unit  Third Party

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

<b>Name:</b>	<b>Title and Unit / Company:</b>	<b>Email Address:</b>
Sherry Hudson	Finance Officer / Wilson's Mills	shudson@wilsonmillsnc.org

OR Not Applicable  (Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)

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

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit form for correction.


4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

<b>Primary Government Unit</b>	Town of Wilson's Mills	
Audit Fee (financial and compliance if applicable)	\$	11,040.00
Fee per Major Program (if not included above)	\$	
<b>Additional Fees Not Included Above (if applicable):</b>		
Financial Statement Preparation (incl. notes and RSI)	\$	2,000.00
All Other Non-Attest Services	\$	
<b>TOTAL AMOUNT NOT TO EXCEED</b>	\$	13,040

<b>Discretely Presented Component Unit</b>		
Audit Fee (financial and compliance if applicable)	\$	
Fee per Major Program (if not included above)	\$	
<b>Additional Fees Not Included Above (if applicable):</b>		
Financial Statement Preparation (incl. notes and RSI)	\$	
All Other Non-Attest Services	\$	
<b>TOTAL AMOUNT NOT TO EXCEED</b>	\$	

## SIGNATURE PAGE

## AUDIT FIRM

Audit Firm* Sharpe Patel PLLC	
Authorized Firm Representative (typed or printed)* Jay E. Sharpe	Signature* 
Date* 04/19/24	Email Address* jay@sp.cpa

## GOVERNMENTAL UNIT

Governmental Unit* Town of Wilson's Mills	
Date Governing Board Approved Audit Contract* (Enter date in box to right)	
Mayor/Chairperson (typed or printed)*	Signature*
Date	Email Address*

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

## GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

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

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

Sum Obligated by This Transaction:	\$ 13,040
Primary Governmental Unit Finance Officer* (typed or printed)	Signature*
Date of Pre-Audit Certificate*	Email Address*



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

**DISCRETELY PRESENTED COMPONENT UNIT**

DPCU*	
Date DPCU Governing Board Approved Audit Contract* (Enter date in box to right)	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

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

**DPCU – PRE-AUDIT CERTIFICATE**

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

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

Sum Obligated by this Transaction:	\$
DPCU Finance Officer (typed or printed)*	Signature*
Date of Pre-Audit Certificate*	Email Address*

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

**PRINT**

# *Request for Council Action*

*Agenda Item 7b(v)*

---

**TO:** MAYOR FLETA BYRD AND TOWN COUNCILMEMBERS  
**FROM:** LEIGHANNA WORLEY, TOWN ADMINISTRATOR  
**DATE:** MAY 20, 2024  
**RE:** CALL PUBLIC HEARING – FISCAL YEAR 2024-2025 BUDGET ORDINANCE

---

At your May 7<sup>th</sup> Work Session, you directed me to present two options for the proposed FY2425 Budget Ordinance. Option 1 adds two new police officers, and Option 2 adds one new police officer. Both options include a tax increase to \$0.53 (\$0.11 increase from the current \$0.42 rate), as well as a new Public Works Mechanic position.

After choosing the preferred option, you will need to call a public hearing on the proposed budget ordinance for your June 17, 2024 meeting.

## **ATTACHMENTS:**

Proposed FY2425 Budget Spreadsheet with Options 1 and 2 as stated above.

## **ACTION REQUESTED:**

- 1) Come to a **consensus** (no vote) on which option you prefer for public viewing.
- 2) Vote to call a public hearing for June 17, 2024 at 6:30pm to solicit public input on the proposed Fiscal Year 2024-2025 Budget Ordinance.

# ***Request for Council Action***

**Agenda Item 7c(i)**

---

**TO:** Mayor Fleta Byrd and Town Council Members  
**FROM:** Wendy Oldham, Planning Director  
**DATE:** May 20, 2024  
**RE:** Acceptance of Recommendation of the Southeast Area Study

---

## **BACKGROUND:**

Capital Area Metropolitan Planning Organization (CAMPO) has completed the two year Southeast Area Study (SEAS) and will be presenting it to Council tonight. It shows an updated transportation plan for Archer Lodge, Benson, Clayton, Four Oaks, Garner, Kenly, Micro, Pine Level, Selma, Smithfield, Wilson's Mills and portions of Raleigh, Wake and Johnston Counties. This information will be extremely helpful when Wilson's Mills adopts their own Comprehensive Transportation Plan and while implementing the Town's Bike and Pedestrian Plan.

## **TOWN COUNCIL ACTION REQUESTED:**

Adopt the Resolution to accept the recommendation of the Southeast Area Study report as presented.

Respectfully submitted,

Wendy Oldham  
Planning Director

# Southeast Area Study Update

Wilson's Mills | Final Briefing

May 20, 2024



[seareastudyupdate.com](http://seareastudyupdate.com)

# Agenda

1. Project Refresher and Update
2. SEAS Update Report
3. Project Prioritization
4. Call for Endorsement

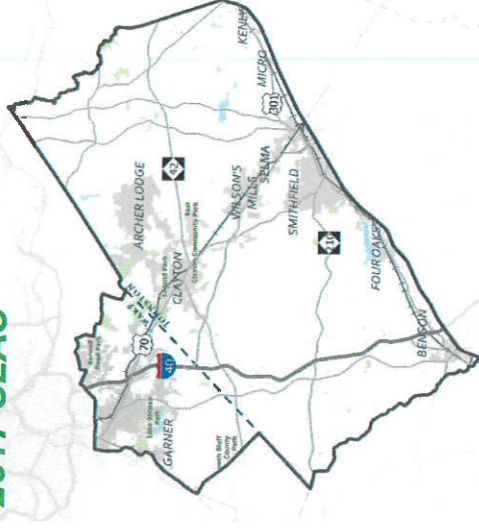


# Project Refresher and Update

## What is the SEAS Update?

This study **integrates land use and transportation** to accommodate existing and future travel needs for the purpose of reevaluating and revising, as needed, the **unified vision and comprehensive transportation strategy** established in the 2017 SEAS.

2017 SEAS



2023 SEAS



# Guiding Principles



## **LIVABILITY**

Enhance and promote our region's quality of life through transportation and land use decisions that equitably support public health, education, parks and recreation, public art, and local character.



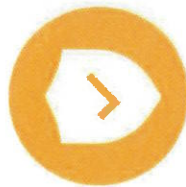
## **TRAFFIC FLOW**

Make it easier to move within and through our region by reducing congestion and improving roadway operations.



## **SUSTAINABLE GROWTH**

Blend development decisions and transportation strategies to promote and sustain employment and population growth by offering housing and neighborhood choices to meet diverse needs while preserving the area's natural features.



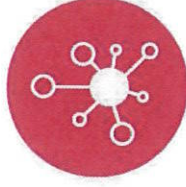
## **TRAVEL SAFETY**

Promote a safer, more secure transportation system by reducing crashes, enhancing reliability and predictability, and improving emergency coordination.



## **ACTIVE TRANSPORTATION**

Integrate our transportation network to provide travel choices, especially walking and cycling, for all users, regardless of age and ability.



## **NETWORK CONNECTIVITY**

Link local and regional destinations through improved connections and enhanced integration among travel modes.



## **ECONOMIC VITALITY**

Grow our economy through a transportation network by connecting residents to jobs, goods, services, and opportunities within and beyond our region.

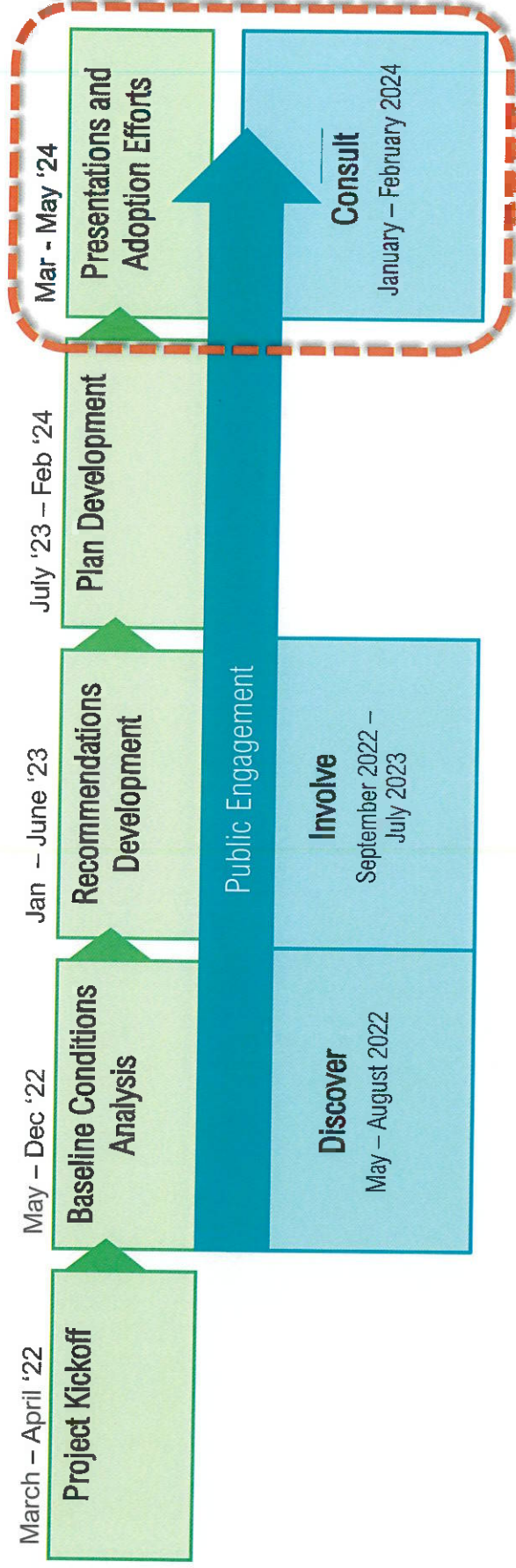


## **FREIGHT MOVEMENT**

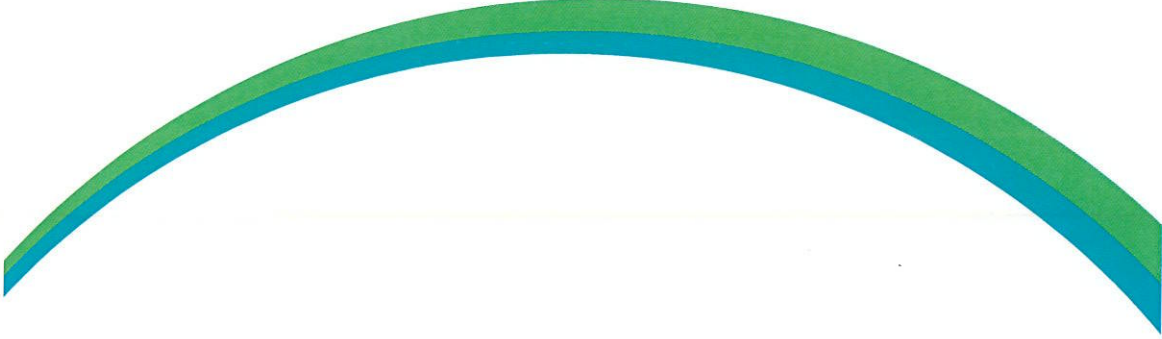
Support global competitiveness of our region through a transportation network that efficiently moves goods and services.



# Project Schedule



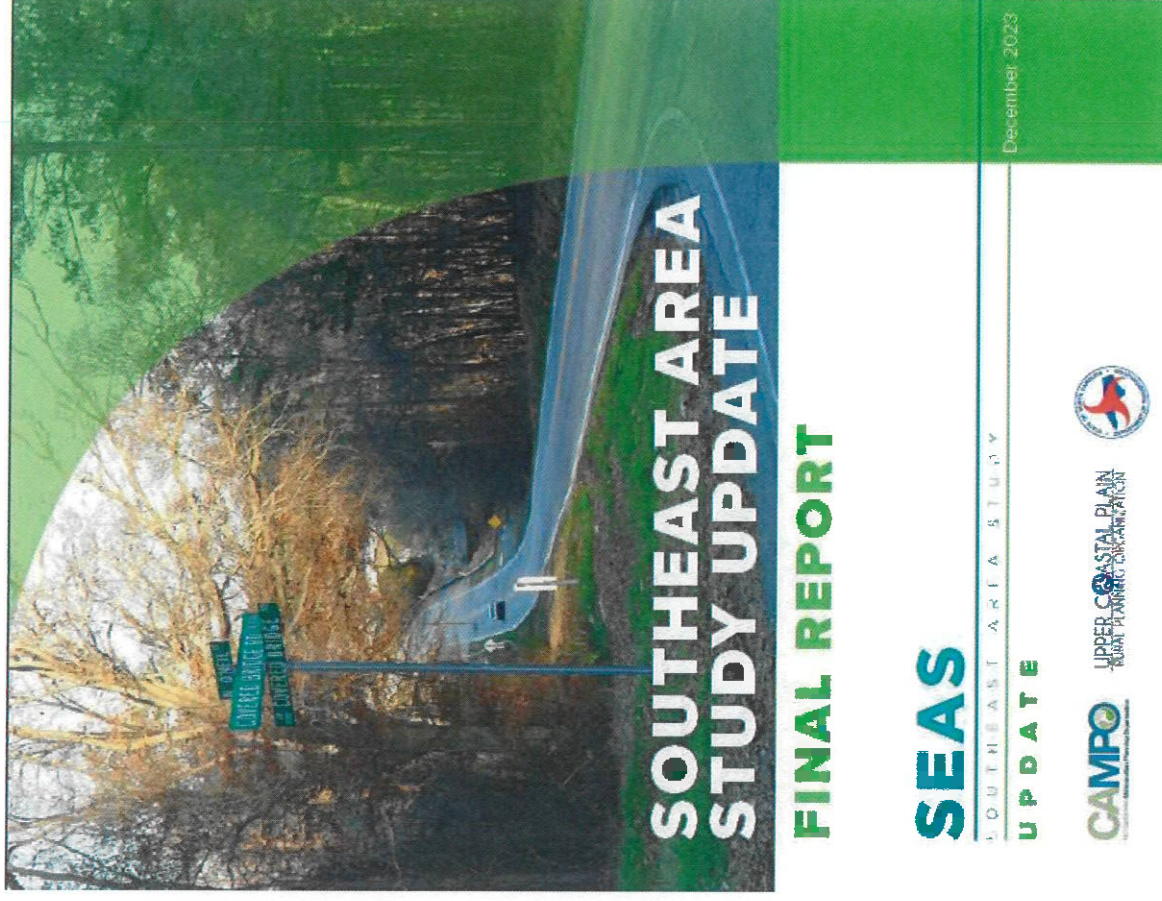
# SEAS Update Report



# Chapters

- 1 Introduction**
- 2 Planning Framework**
- 3 Regional Snapshot**
- 4 Land Use and Scenario Planning**
- 5 Multimodal Recommendations**
- 6 Action Plan**

**SEAS**  
SOUTHEAST AREA STUDY  
**UPDATE**



# Introduction

- Background and purpose of the SEAS Update
- How the SEAS area has changed since 2017
- Project Partners and Involved Parties



1

**SEAS**  
SOUTHEAST AREA STUDY  
**UPDATE**

## INTRODUCTION

In 2016, the Capital Area Metropolitan Planning Organization (CAMPO) initiated the Southeast Area Study (SEAS) to define the area's land use strategy and accommodate existing and future travel needs. The SEAS Update revisited the original SEAS, completed in 2017, for the purpose of reevaluating the unified vision and comprehensive transportation strategy and to refresh its policies and practices and produce recommendations for land use and transportation.

The recommendations from the SEAS Update will inform Johnston County's Comprehensive Transportation Plan (CTP), update CAMPO's overall CTP, and identify project priorities to be considered in the next Metropolitan Transportation Plan (MTP), the financially constrained, long-range transportation plan for the region. These recommendations are also intended to be used as a basis for ongoing planning and policy work in local town plans.

**SEAS**  
SOUTHEAST AREA STUDY  
**UPDATE**

# Planning Framework

- Engagement Phases overview
- Outreach by numbers
- Phase 1 and 2 activities, events, and participants
- Guiding Principles



**SEAS**  
SOUTHEAST AREA STUDY  
**UPDATE**

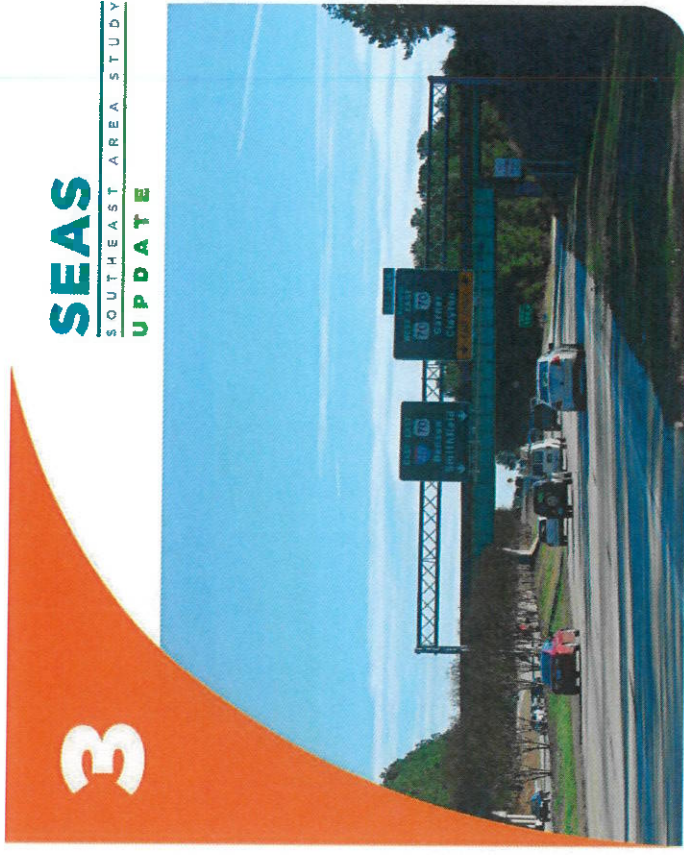
## PLANNING FRAMEWORK

A successful plan requires a strong planning framework. The SEAS Update intentionally engaged the public and a variety of stakeholders throughout the development of this plan. A meaningful engagement strategy includes the development of a shared vision, the consideration of alternatives, and an ultimate consensus around the findings and final recommendations.

This chapter outlines the engagement strategies and outcomes that informed the development of the SEAS Update.

# Regional Snapshot

- Building Blocks: concurrent and adopted plans since 2017
- People
  - Demographic and socioeconomic trends
- Places
  - Growth and land use
- Mobility
  - Multimodal trends and conditions



## REGIONAL SNAPSHOT

The Regional Snapshot is an assessment of the conditions and trends that affect how people live, work, and travel in and through the Southeast Area. It sets the stage for defining and shaping a new land use and transportation future. This context, along with the input from Phase 1 Engagement, provides the information needed for the development of recommendations responsive to the needs and values of the Southeast Area.

This chapter leverages a variety of data sources from the local, regional, and state levels. Individual data sources are noted where they are referenced. In many places throughout this document, comparisons are made between the study area as a whole, as well as comparisons between the counties, region, or state.

# Land Use and Scenario Planning

- Scenario planning purpose, process, and results
- Land use toolkit and recommendations by jurisdiction

## 4



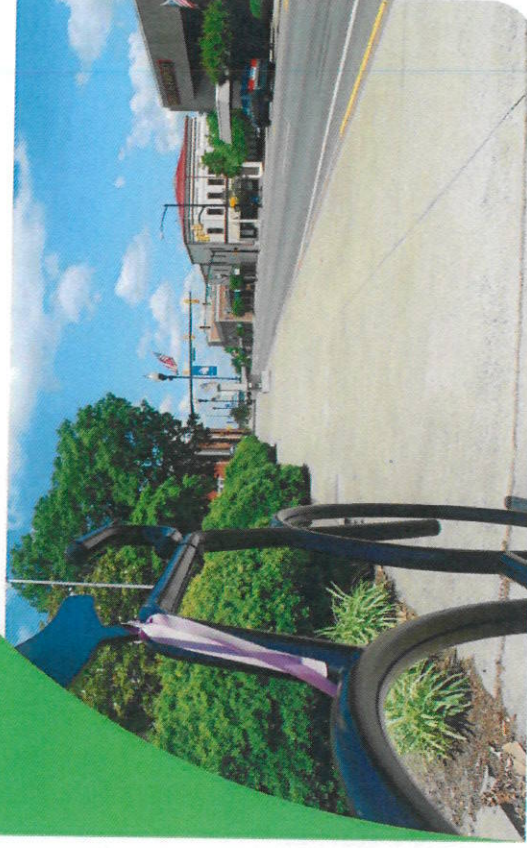
## LAND USE AND SCENARIO PLANNING

A critical component in the planning process was the establishment of a vision for future land use for the purposes of integrating and coordinating land use, development, and transportation investments. As part of the land use scenario planning process, the SEAS Update tested several scenarios to understand the impacts of growth in the study area. The scenario planning process explored various growth scenarios based on a combination of assumptions, alternatives, and sentiments from community input. The ultimate preferred scenario will act as a guide for future growth that blends land use and mobility needs in the study area. This chapter explores the questions, alternatives, and outcomes of the scenario planning effort.

# Multimodal Recommendations

- Recommendations development process
- Equitable planning Analysis
- Roadway, intersection, truck, freight, rail, bicycle, pedestrian, and transit recommendations

5



## MULTIMODAL RECOMMENDATIONS

The SEAS Update's transportation recommendations consider the regional system holistically rather than focusing on each travel mode individually. The resulting recommendations provide a comprehensive multimodal network that invests in a fast-growing region.

Since a complete transportation network cannot be created without understanding the land use context, the SEAS Update transportation recommendation responds to the preferred growth strategy described in Chapter 4. The recommendations were also refined using the travel demand model to project the region's needs 20 years in the future.



## Action Plan

- How the SEAS influences regional planning
- Project prioritization process per mode
- Prioritization maps and project tables
- Call to action and conclusion

6

**SEAS**

SOUTHEAST AREA STUDY  
**UPDATE**



## ACTION PLAN

The Southeast Area Study represents something unique—an opportunity to create a unified planning approach across boundaries and jurisdictions. As the first integrated planning effort between CAMPO and UCRPPO, the original Southeast Area Study brought together the larger region for idea sharing between jurisdictions, consideration of regional project impacts, identification of a shared vision, and a better understanding of where the region needs to go in the future.

Now, the SEAS Update continues to build on that foundation, as CAMPO, UCRPPO, and Southeast Area jurisdictions update their vision for the region and take the next step towards implementing the land use policy, growth strategy, and transportation recommendations needed to meet their shared goals.

# Hot Spot Toolkits

- Intersection Control Evaluation (ICE)
- Includes Multimodal Considerations
- Pamphlet – for Elected Officials & Public
- Booklet – for Staff & Developers
- Benefits of Compact Development

...to use the spreadsheet tool to help in the planning of a junctional tool for multimodal analysis. CAP-X scores are provided for pedestrians and bicyclists based on design alternatives such as crossing length and directness. It also includes a list of common intersection designs with their default design crossing locations, as well as specific considerations.

## Southwest Area Study

The ICE design manual includes guidance on other transportation modes by detailing design alternatives for walking, rolling, biking, or taking transit. Other sections of the manual provide design guidance for intersections with crossings, shared use paths, or bike routes.

95

95

of City Transportation Officials (MACTO) design guides featuring options and best practices for transit streets, and urban bikeways. For more information, visit [www.mactocoalition.org](http://www.mactocoalition.org).

## DOT Complete Streets Project

...of steps for selecting a facility type based on anticipated bike and pedestrian volume, safety risk. This guide also directs users to the NCDOT Roadway Design Manual for more information on design alternatives, and bike lanes.

## Planning and Design Guide

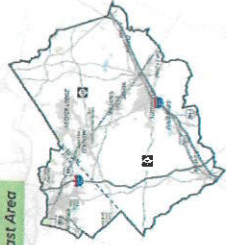
...Planning and Design Guide includes design alternatives to include separated lanes, block lane design considerations,

**LIVABILITY**  
**TRAFFIC FLOW**  
**SUSTAINABLE GROWTH**  
**TRAVEL SAFETY**

**ACTIVE TRANSPORTATION NETWORK CONNECTIVITY**  
**ECONOMIC VITALITY**  
**FREIGHT MOVEMENT**

As the Southeast Area grows and changes, multimodal design will be increasingly important to advancing these principles. The SEAS Update includes recommendations for multimodal facilities and intersection improvements, and this toolkit provides guidance and resources for choosing alternatives that meet the needs of all users, whether driving, walking, rolling, biking, or taking transit.

## Southwest Area



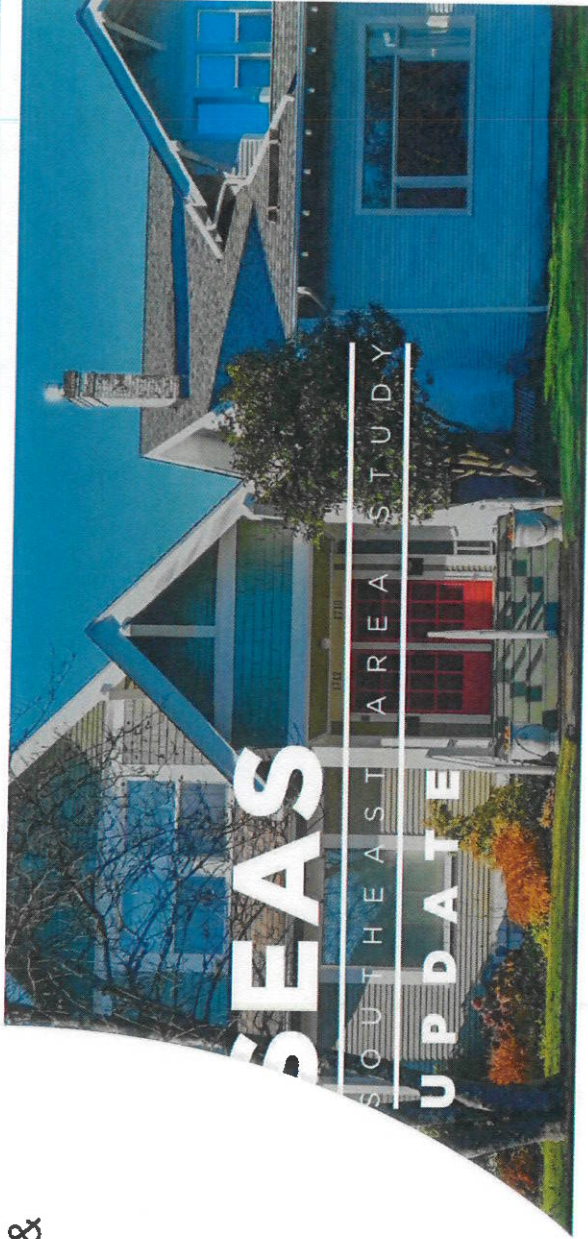
## Sources

...to use the spreadsheet tool to help in the planning of a junctional tool for multimodal analysis. CAP-X scores are provided for pedestrians and bicyclists based on design alternatives such as crossing length and directness. It also includes a list of common intersection designs with their default design crossing locations, as well as specific considerations.

## UPDATE

Archer Lodge | Bronson | Clayton | Four Oaks | Garner | Kenly | Metro | Pine Level | Salina | Smithfield | Wilson's Mills | Parts of Raleigh, Johnston County, and Wake County

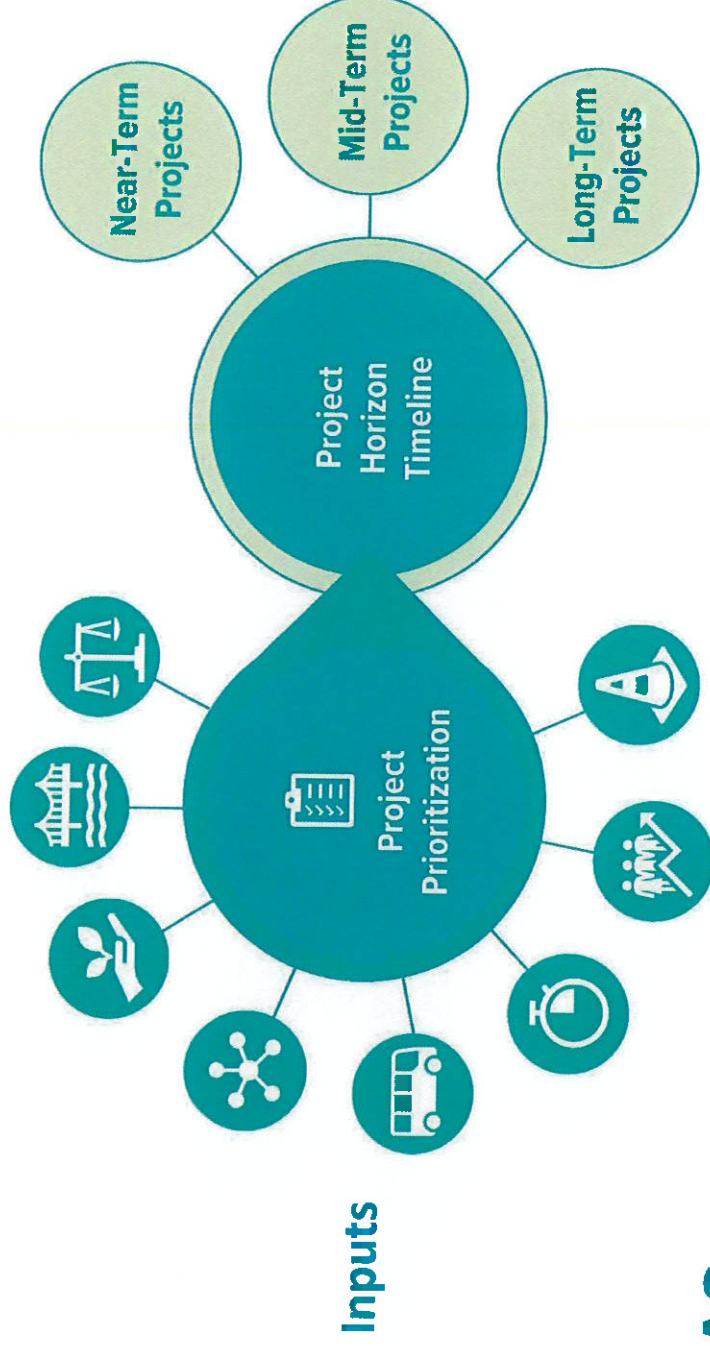
# MULTIMODAL INTERSECTION CONTROL EVALUATION (ICE) TOOLKIT



# Project Prioritization



# Prioritization | Process

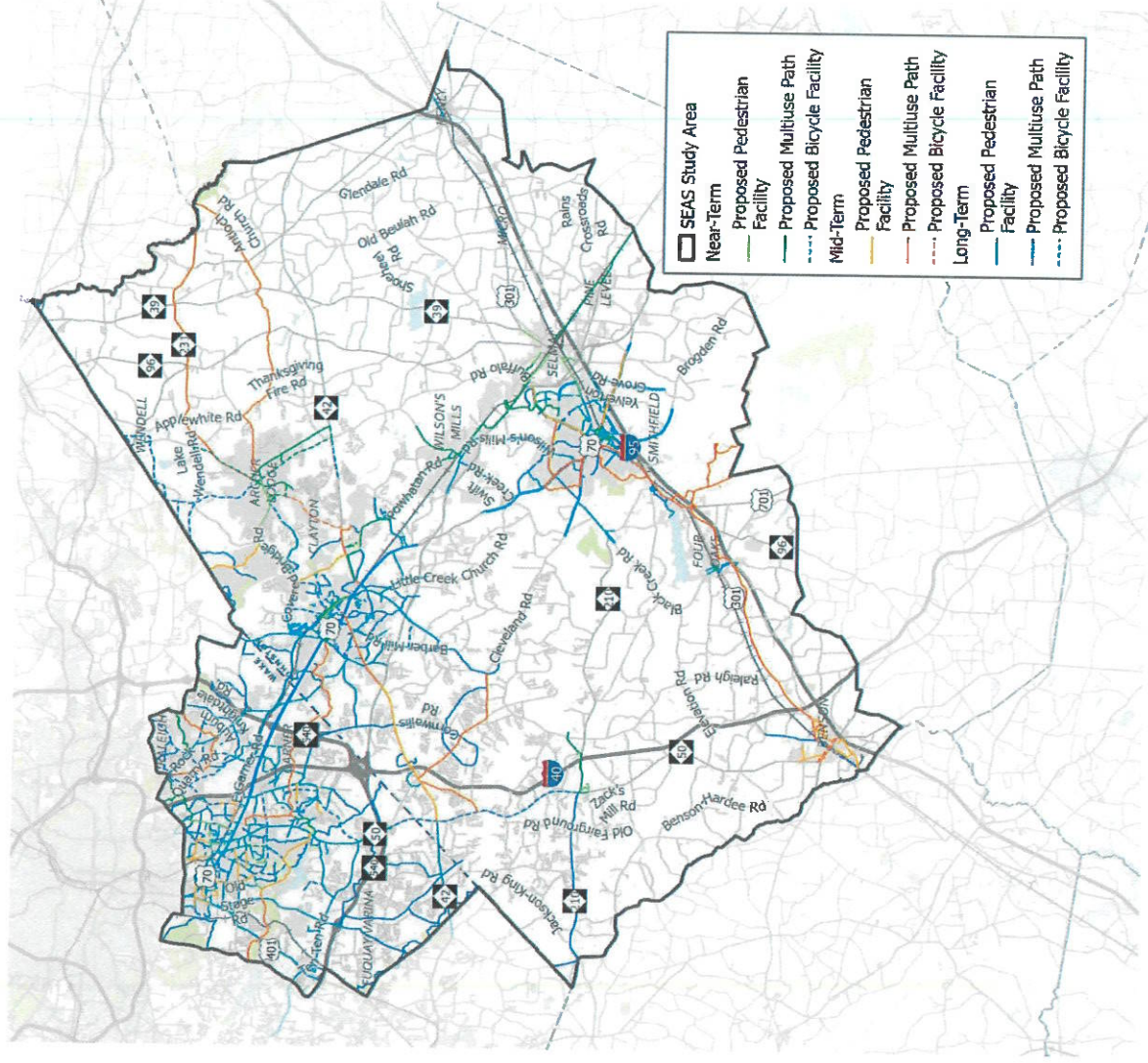


*Prioritization is simply a decision-making tool. Local planners and elected officials are encouraged to be opportunistic about project funding.*

# Bicycle and Pedestrian

## Prioritized generally by facility purpose and location

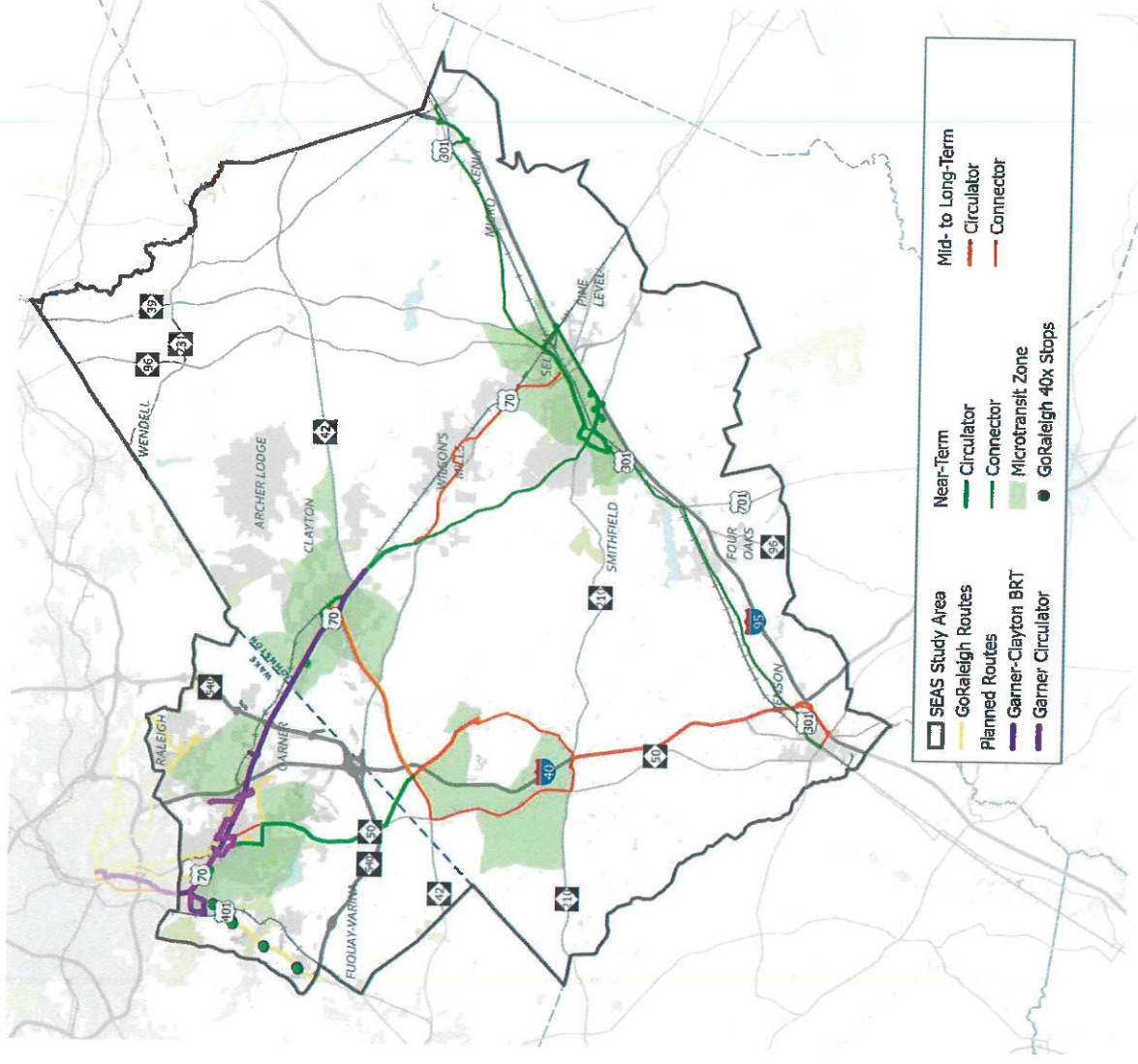
- Near-Term: recommendations fill gaps in the network, particularly within towns
- Mid-Term: recommendations intended to connect towns and recreational resources
- Long-Term: recommendations intended to complete the regional multimodal system



# Transit

## Prioritized generally by transit propensity and demand

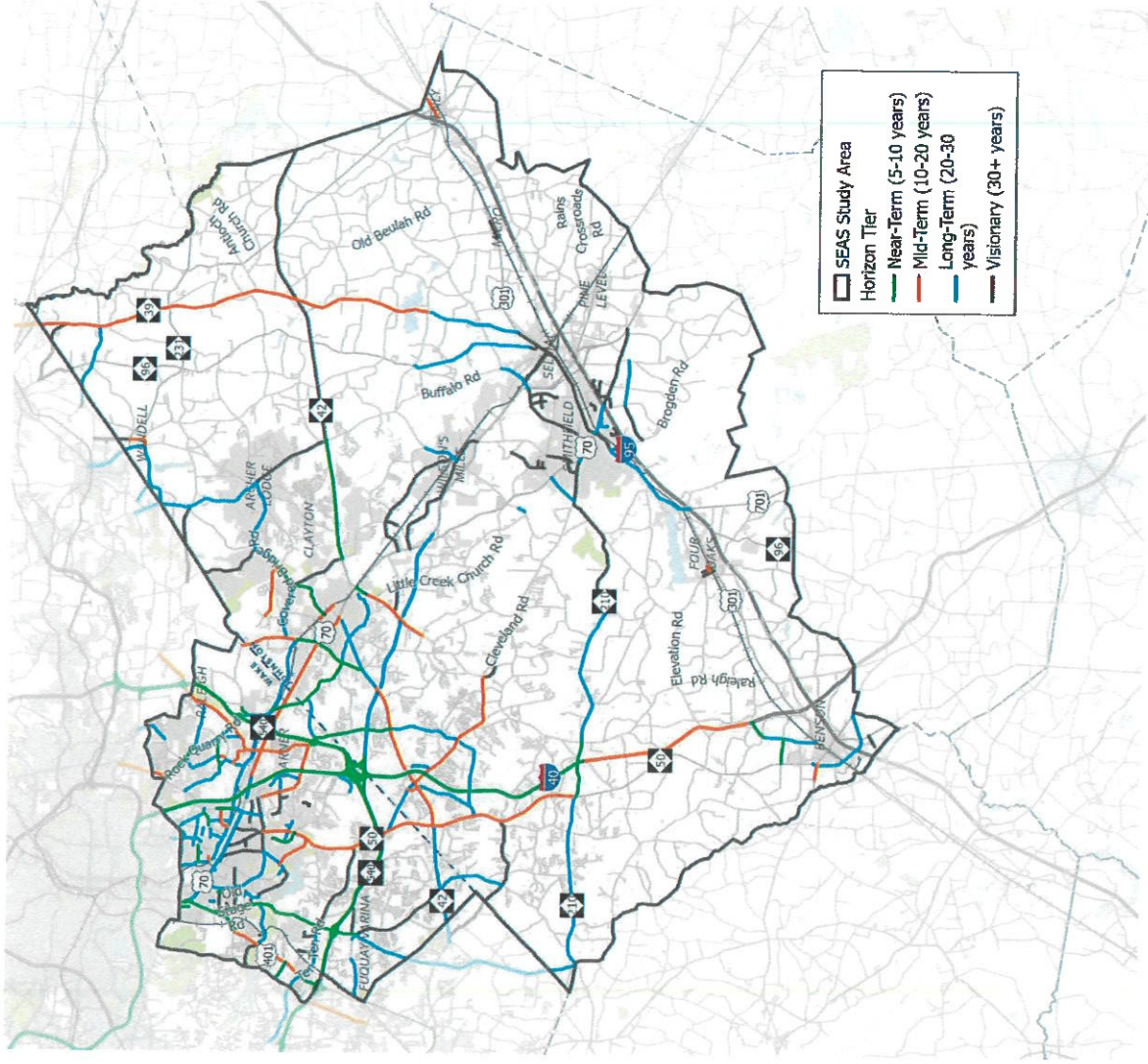
- Near-Term: recommendations providing key high-demand regional connections and microtransit to supplement
- Mid- to Long-Term: recommendations for areas that are projected to grow and have transit-supportive land uses in the future



# Roadway | SEAS Prioritization

## Prioritized generally by congestion improvement based on need

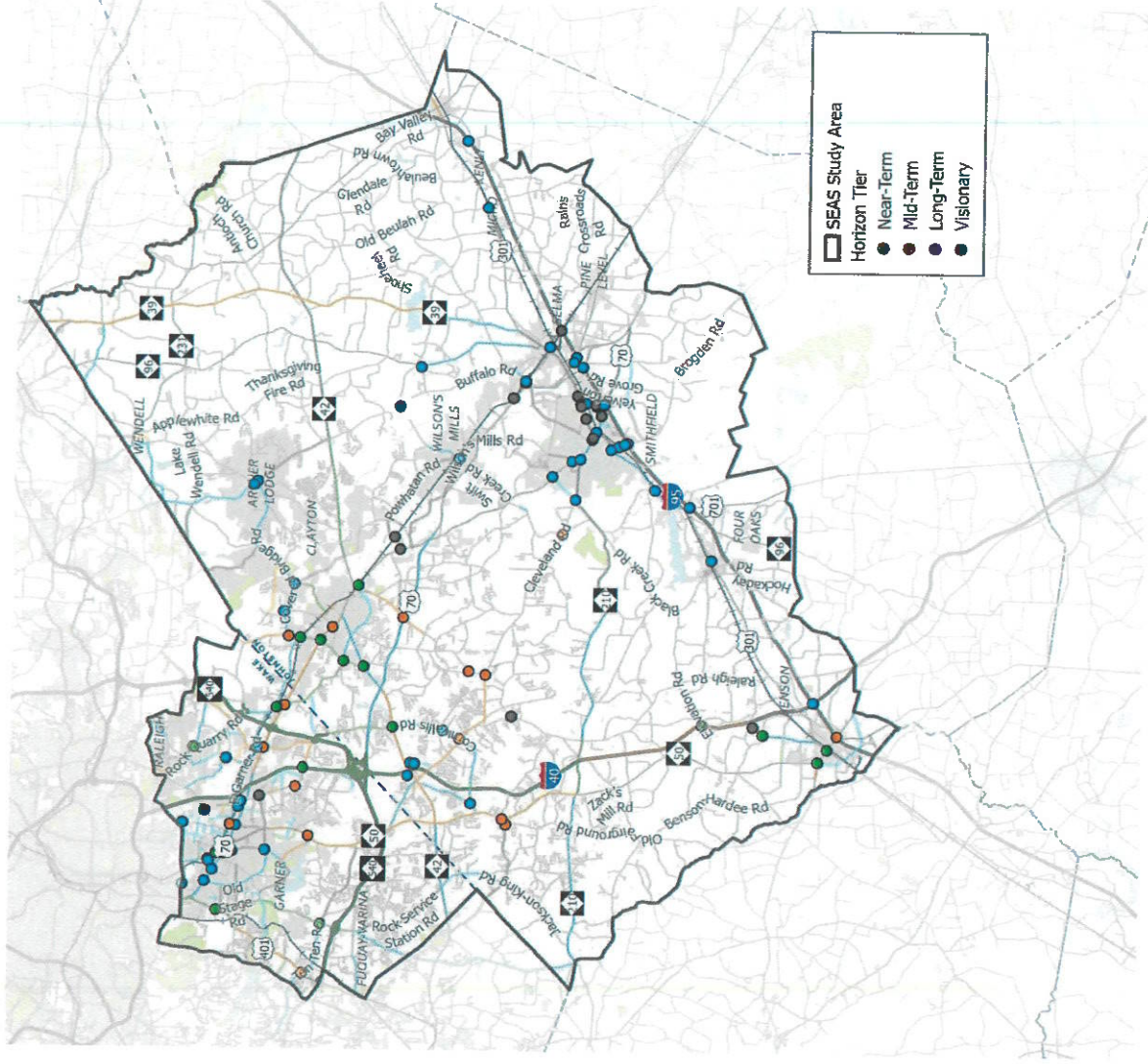
- Near-Term: projects providing greatest improvement
- Mid-Term: projects providing a good level of improvement
- Long-Term: projects providing minimal to moderate improvement
- Visionary: projects providing no to low congestion improvements



# Intersection | SEAS Prioritization

## Prioritized generally by congestion improvement based on need

- Near-Term: projects providing greatest improvement
- Mid-Term: projects providing a good level of improvement
- Long-Term: projects providing minimal to moderate improvement
- Visionary: projects providing no to low congestion improvements



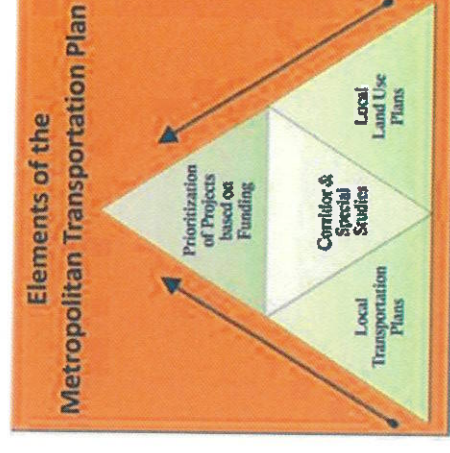


# Call for Endorsement



## Implementation | Unified Approach

- The SEAS Update includes **land use** and **transportation strategies** for all member jurisdictions in CAMPO and UCRPO
- The transportation recommendations will inform the **CAMPO 2055 MTP**
- The transportation recommendations can be incorporated into the **UCRPO area's CTP**



# Thank You!

Contact:

Gaby Lawlor

[Gaby.Lawlor@campo-nc.us](mailto:Gaby.Lawlor@campo-nc.us)

984-542-3620

**SEAS**  
SOUTHEAST AREA STUDY  
**UPDATE**

- Final Report and supporting documentation online
  - <https://www.campo-nc.us/programs-studies/area-studies>
- Public comment period started April and ending with TCC and Executive Board action in June
- Final Board Briefings seeking county/municipal board endorsement of SEAS Update study recommendations

**TOWN OF WILSON'S MILLS  
RESOLUTION SUPPORTING THE CAMPO  
RECOMMENDATIONS ASSOCIATED WITH THE  
SOUTHEAST AREA STUDY UPDATE**

**WHEREAS** The Capital Area Metropolitan Planning Organization maintains responsibility for regional transportation planning in Wake and portions of Chatham, Franklin, Granville, Harnett, and Johnston Counties; and

**WHEREAS** The Capital Area Metropolitan Planning Organization has conducted a two-year study that includes Archer Lodge, Benson, Clayton, Four Oaks, Garner, Kenly, Micro, Pine Level, Selma, Smithfield, Wilson's Mills and portions of Raleigh, Wake and Johnston Counties; and

**WHEREAS** The study outcomes will result in recommended improvements for the roadway, the bicycle and pedestrian, and transit network, and an implementation strategy that recommends short-term, mid-term and long-term improvements including (i) a new interchange, bridge, and ramps at the intersection of Hwy 42 East, Hwy 70 Business, and the North Carolina Railroad main line and (ii) evaluation of future North Carolina Department of Transportation studies of passenger rail service and train station(s) between Raleigh, Selma and farther eastward; and

**WHEREAS** Public engagement was conducted within the two phases of the Southeast Area Study Update process, and was completed in the Spring of 2024; and

**WHEREAS** The recommendations from the Southeast Area Study Update will be incorporated into the Comprehensive Transportation Plan for Wilson's Mills.

**BE IT THEREFORE RESOLVED** that the Town of Wilson's Mills supports the recommendations associated with the Southeast Area Study Update.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Fleta Byrd, Mayor

ATTEST:

\_\_\_\_\_  
Emily Matthews, Town Clerk

I, \_\_\_\_\_, a Notary Public for said County and State, do hereby certify that Mayor Fleta Byrd personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the \_\_\_\_ day of \_\_\_\_\_, 2024.

(Official Seal)

\_\_\_\_\_  
Notary Public Signature

My commission expires \_\_\_\_\_, 202\_\_.