



State of North Carolina

Office of the State Controller

Michael F. Easley, Governor

Robert L. Powell, State Controller

September 17, 2003

MEMORANDUM NO. PR2003-017

TO: All Agencies Served by the State Controller's Office
Payroll Section

FROM: Roger Farmer
Payroll Administrator

SUBJECT: Central Payroll User's Forum, October 2, 2003

The Office of the State Controller has scheduled a payroll user's forum for October 2, 2003 from 1:00 PM until 3:00 PM. The forum will be held in the NC Education Building, located at 301 N. Wilmington Street in Raleigh. Additional directions are provided within this memorandum.

We encourage each agency to attend the forum. Please provide Carol Stephenson an email notification concerning the number of attendees from your agency.

Meeting Information

All visitors must enter the Education Building from the Wilmington Street entrance and must present a photo ID. The meeting will be in Conference Room 224 - directly above the lobby.

Visitor Parking Near the NC Education Building

Visitor Lot #1 -
Lower level of History Museum - corner of Jones and Wilmington Street

Visitor Lot #2 - 400 spaces
329 North Salisbury Street
Ground Level of Parking Lot 75
Entrances from Salisbury and McDowell Streets

Visitor Lot #3 - 95 spaces
Corner of Wilmington and Polk Streets
Entrance from Polk Street only

MAILING ADDRESS
1410 Mail Service Center
Raleigh, NC 27699-1410

Telephone: (919) 981-5454
Fax Number: (919) 981-5567
State Courier: 56-50-10
Website: www.osc.state.nc.us/OSC/

LOCATION
3512 Bush Street
Raleigh, NC

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Visitor Lot # 4 -

Open lot across from Dept of Cultural Resources. Corner of Wilmington and Jones Street - entrance from Jones Street.

Directions to the NC Education Building

FROM INTERSTATE 40

Take Exit 298-B South Saunders Street North. Follow McDowell Street in the direction of downtown. Turn right on Morgan Street and follow to Wilmington Street and make a left turn. Follow Wilmington Street four blocks. DPI is on the left. If you need public parking, follow Wilmington Street an additional block to Polk Street and make a right. Parking lot is on the left.

FROM ROUTE 70 WEST

Stay on Glenwood Avenue to Peace Street. Make a left turn onto Peace and follow to Blount Street and make a right turn. If you need public parking, follow Blount to Polk Street and make a right onto Polk and the public parking lot is on the right. If you are being dropped off or want to park at a meter, follow Blount Street to North Street and make a right turn onto North. DPI is straight ahead.

FROM ROUTE 64 EAST

Come into town on New Bern Avenue, which becomes Edenton Street. Make a right turn onto Wilmington Street and follow Wilmington for four blocks. DPI is on the left. If you need public parking, follow Wilmington Street an additional block to Polk Street and make a right. Parking lot is on the left.

FROM ROUTE 1 NORTH

Take Downtown Boulevard which becomes Dawson Street. Turn left on Jones Street and follow to Wilmington Street and make a left turn and continue two blocks. DPI is on the left. If you need public parking, follow Wilmington Street an additional block to Polk Street and make a right. Parking lot is on the left.

Map of downtown Raleigh is available at: www.ncpublicschools.org/images/parkingmap.gif

The Jones and Wilmington Street parking lot (across from the Cultural Resource does not show on the map though.

[Click here](#) to view the agenda for the October 2, 2003 Forum.

[Click here](#) to view the minutes from the April, 2003 Forum.