



City of
Washington
NORTH CAROLINA
Council Agenda
SEPTEMBER 8, 2014
5:30 PM

Opening of Meeting

Nondenominational Invocation

Roll Call

Approval of minutes from August 25, 2014 (**page 3**)

Approval/Amendments to Agenda

I. Consent Agenda:

A. None –

II. Comments from the Public:

III. Public Hearing on Zoning: **6:00 PM**

A. None –

IV. Public Hearing – Other:

A. Approve – Close Out of 2012 Community Development Block Grant
– Oak Ridge Metal Works Building Reuse Project (**page 11**)

V. Scheduled Public Appearances:

A. Barbara Gaskins – Trunk or Treat

VI. Correspondence and Special Reports:

A. None –

VII. Reports from Boards, Commissions and Committees:

A. Human Relations Council (**page 12**)

VIII. Appointments:

A. Appointments – to Washington Electric Utilities Advisory Board and
Historic Preservation Commission (**page 15**)

IX. Old Business:

A. None –

X. New Business:

A. Accept & Approve – Recommendation of the Waterfront Docks
Advisory Committee and **Approve** the expansion of Little
Washington Sailing School to include all of Dock "J" (**page 19**)



City of
Washington
NORTH CAROLINA
Council Agenda
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- B. Adopt – Ordinance to Amend Chapter 18, Section 18-53 – Intersections controlled by traffic signals and Section 18-77 – Stop Intersections, in reference to Martin Luther King Drive and Gladden Street **(page 25)**
 - C. Adopt – Ordinance to Amend Chapter 8, Section 8-10 – Removal and disposal of flowers, designs and frames **(page 27)**
 - D. Approve – Eagle’s Wings letter of Support **(page 29)**
 - E. Approve – First Amendment to Ground Lease & Easement Agreement and Second Amendment Memorandum of Lease **(page 32)**
- XI. Any Other Items From City Manager:
- A. None –
- XII. Any Other Business From the Mayor or Other Members of Council
- A. Discussion – Scheduling for October Council Meeting
- XIII. Closed Session – None
- XIV. Adjourn – Until Monday, September 22, 2014 at 5:30 pm, in the Council Chambers.

The Washington City Council met in a regular session on Monday, August 25, 2014 at 5:30pm in the City Council Chambers at the Municipal Building. Present were: Mac Hodges, Mayor; Bobby Roberson, Mayor Pro tem; Doug Mercer, Councilman; William Pitt, Councilman; Richard Brooks, Councilman; Larry Beeman, Councilman; Brian M. Alligood, City Manager; Cynthia S. Bennett, City Clerk and Franz Holscher, City Attorney.

Also present were: Matt Rauschenbach, Administrative Services Director/C.F.O.; Robbie Rose, Fire Chief; Allen Lewis, Public Works Director; Keith Hardt, Electric Utilities Director; Lynn Wingate, Tourism Director; Gloria Moore, Library Director; Susan Hodges, Human Resources Director; John Rodman, Community & Cultural Resources Director; Kristi Roberson, Parks & Recreation Manager; and Mike Voss, Washington Daily News.

Mayor Hodges called the meeting to order and Councilman Pitt delivered the invocation.

APPROVAL OF MINUTES:

By motion of Mayor Pro tem Roberson, seconded by Councilman Brooks, Council approved the minutes of August 11, 2014 as presented.

APPROVAL/AMENDMENTS TO AGENDA:

Mayor Hodges reviewed the requested addition to the agenda

- Add - under Consent Agenda Item A: Purchase Orders >\$20,000 (Underground Solutions for the Hwy 17 bore)

By motion of Councilman Mercer, seconded by Mayor Pro tem Roberson, Council approved the agenda as amended.

PRESENTATION: WOODIE WILSON – ELECTRICITIES SAFETY AWARD

ElectriCities Safety Program Director, Mr. Woodie Wilson reported the Electric Department had no lost time accidents and presented a safety award certificate to Mayor Hodges, Keith Hardt, Electric Utilities Director and the Electric Department staff.



Keith Hardt, Ed Pruden Scott Sipprell, Alston Tankard, Robert Lowe, Jason Foreman, Phil Cameron, Richard Alligood, Bob Godfrey, Russell Seymour, Kenny McConville, Scott Owens, Andy Pollard

CONSENT AGENDA: UNDERGROUND SOLUTIONS FOR THE HWY 17 BORE IN SWAMP UNDER HIGHLINE

Councilman Mercer inquired if the request was just for the bore and if the City will be providing the pipe, Keith Hardt responded ‘yes’ to both inquiries.

By motion of Councilman Mercer, seconded by Mayor Pro tem Roberson, Council approved the requisition to Underground Solutions of North Carolina, LLC – bore in 1200’ of 3’ pipe x 4 in the amount of \$33,600.

COMMENTS FROM THE PUBLIC: NONE

PUBLIC HEARING ON ZONING: NONE

PUBLIC HEARING – OTHER: NONE

SCHEDULED PUBLIC APPEARANCES: DEEP FRIED CREATIVE – WAYFINDING PROGRAM

Community & Cultural Resources Director, John Rodman stated we are approaching another milestone and staff wishes to ensure Council is aware of the progress we’ve made so far. Mr. Rodman introduced Adam Feldhousen and Dustin Dixon representing Deep Fried Creative Advertising who is performing the design work for the City. Also, comments from the public were received approximately a month ago and we received responses from the survey consisting of approximately 137 people. Staff would like to receive direction from Council so we can begin determining the number of signs, locations, and the cost.

Mr. Feldhousen and Mr. Dixon updated Council on the design and Mr. Feldhousen stated that the design description is “a fair representation of what the public would like to see and what we would like to see.” The design was narrowed down to two (2) out of the five (5) concepts that were presented. Concept A incorporated a historic look and Concept B incorporated a modern look.

Mayor Pro tem Roberson inquired how the sign would be mounted and was advised it would depend on the location of the sign, all of which will be addressed during the next stage of the project. Mayor Pro tem Roberson inquired if it would be the City’s responsibility to take down the existing signs? Mr. Feldhousen stated they would confer and work with NCDOT in determining who does what.

Councilman Pitt asked the life of the signs and the response was ‘indefinitely’. The sign will have the longevity of any other wayfinding signage and they feel this design is very final. Mr. Dixon voiced the metal sheeting is of considerable weight and strength, it is rust-resistant and easy and low cost to maintain. Also, Mr. Dixon stated metallic decals would be used as letters on the signs.

Councilman Mercer inquired if Deep Fried Creative could present a color picture that would show the combination of the blue, black and white design. Mr. Feldhousen called Council’s attention to page 11 of their agenda. The post will be black and the sign itself will be blue. Unfortunately, they do not have an exact replica of the sign developed to present to Council tonight. The color blue on the signs is consistent with the existing City logo.

Council was in agreement with the project moving forward to the next phase.

(begin memo) The word wayfinding has become an integral part of community planning and the creation of places that offer unique and memorable experiences to the public. Wayfinding improves circulation and directs visitor dollars where they have the most impact. Retail environments thrive when visitors can easily find their way there. Districts become popular destinations when a brand-supportive wayfinding system illuminates a clearly marked path for patrons.

The City Council authorized the establishment of a Wayfinding Program. The Wayfinding Steering Committee was assembled in October (2013) to work with staff to develop a wayfinding signage program that included a vision, goals and objectives and information on signage. We expected about 7 or 8 meetings of the committee, roughly monthly in order to accomplish the scheduled items. The checked items are the ones that have been completed as to date:

- ✓ Establish a Steering Committee.
- ✓ Determine goals and objectives.
- ✓ Identify entranceways & gateways.
- ✓ Determine destinations: What places do people need to find?
- ✓ Identify routes: What are the paths that people need to take?
- ✓ Locate Decisions Points.
- ✓ Develop sign inventory.
- ✓ Determine design concepts.
- ✓ **Public Participation**
- 1. **Installation - # of signs and locations.**
- 2. **Provide costs & draft plan.**

The “public participation” portion of the program has recently been accomplished. Deep Fried Creative Consultants prepared detailed designs for each of the various sign types that was presented during a public input session held at the Senior Center. The information gathered from this input session plus the information obtained through online surveys allowed Deep Fried Creative to complete a final draft of the proposed signage.

This final draft of the Wayfinding Signage images are presented to the Council in order to receive consensus on the design in order to move to the next step in the process. If you have any questions or I may further assist you in any way please don't hesitate to let me know. (end memo)

CITY OF WASHINGTON, NC WAYFINDING SYSTEM

CONCEPT C



Concept C is a private domain from both the Harbor and Marina 06 concepts. Based on public feedback, the design later evolved into a more integrated look. The key color of the logo and each sign will be shared for public review. The signs are made of durable materials. They come in a variety of sizes and are addressed by location, type of the wayfinding system.



CITY OF WASHINGTON, NC WAYFINDING SYSTEM

CONCEPT B



Concept B is a private domain from both the Harbor and Marina 06 concepts. Based on public feedback, the design later evolved into a more integrated look. The key color of the logo and each sign will be shared for public review. The signs are made of durable materials. They come in a variety of sizes and are addressed by location, type of the wayfinding system.



CORRESPONDENCE AND SPECIAL REPORTS:

DISCUSSION – GRANT UPDATES

Councilman Mercer commented on the financials received today, noting it appears that all the projected salaries are running about 3.1% – 3.2% and inquired if this was because of the timing of the pay periods. Administrative Services Director/C.F.O., Matt Rauschenbach stated it is due to pay period timing.

Grant Executive Summary
as of 7/31/2014

Fund	Grant Description	Dates			Financials				Deliverable			Compliance Reporting Status	Notes	
		Award	Expiration	Completion	Budget	Actual	Budget	Actual	Metric	Total	Achieved			Del.
50	COBG Affordable Housing	04/09/10	10/31/14	10/31/14	227,700	185,719	227,700	185,719	UMI homes	10	5	5	08/30/14	2 add'l homes expected by 10/31, \$28k drawback net of \$30k escrow
81	Blue Goose	03/01/13	03/01/15	02/01/15	350,000	254,048	350,000	340,000	Jobs (60%/MI)	16	16	0		Job creation targets met, close project in September
92	Comprehensive Bicycle Plan	05/28/11	12/31/13	06/30/14	35,000	30,450	35,000	32,288						Submit updated draft to DOT by August 20th
93	IdO/Impressions NC One Grant	09/30/13	09/30/16		300,000	-	300,000	-	Jobs/investment	180	0	180	03/31/14	Jobs created but not since award date
57	COBG for Job Creation	07/08/12	01/18/15	07/08/14	200,000	195,539	200,000	195,182	Jobs(7 new/1 ret.)	8	8	0	05/30/14	DCA monitoring visit 8/28
61	Pedestrian Plan Grant	05/20/13	08/20/13	12/31/14	10,000	10,000	10,000	-						Plan being drafted, distribute to steering committee
63	Econ. Development- Solihita	01/07/12	01/07/15	01/07/15	90,000	90,413	90,000	67,500	Jobs	80	78	14		84% of job target met, 75% reimbursed
66	Airport Terminal Grant	04/04/13	07/01/15	03/31/15	1,255,902	648,128	1,255,902	303,342						Construction begin, complete by January 2015
67	Facade Grant Program	07/01/13	06/30/14	06/30/14	20,000	6	20,000	-						Two 52k reimbursements in progress
69	Way Finding				150,000	150,000	150,000	3,288						Design development in progress, public input meeting July 22nd
71	Airport Lighting Rehab				361,111	36,111	361,111	9,821						Executed grant agreement received, initial design begin
76	EDA Water Projects	08/11/13	03/11/17	03/28/17	1,428,884	708,816	1,428,884	30,127						Eng. bid awarded, topo surveys begun, award const. Dec 2014
77	EDA Sewer Grants	06/11/13	03/11/17	03/28/17	1,428,884	708,874	1,428,884	124,581						Eng. bid awarded, topo surveys begun, award const. Dec 2014
78	Light House RR & Booster Facility	01/17/13	01/17/15	06/30/14	346,507	96,878	346,507	274,810						Construction complete, grant agency closeout visit in August
	COBG Keyville Rd.	2005	6/4/2013	06/30/16	320,000	320,000	320,000	320,000						3 homes in progress, remaining 2 homes complete by 10/31/14
32	TAD- Sanitary sewer study	05/12/14		06/30/14	35,000	-	35,000	-						Engineering study in progress
10	NC Cardinal	07/01/14		06/30/15	22,345	-	22,345	-						Grant awarded, complete by 6/30/15

Applications

	Pre-App	Selected	Final App	Grant	Match	Total	
Public Access- Peoples Pier	7/28/14			120,000	30,000	150,000	Application submitted
Public Access- Harvens Garden	5/30/14	6/20/14	9/15/14	180,000	20,000	200,000	May memo to Council
REMA- turnout wash/dry, vehicle exhaust				899,000	21,000	920,000	Grant awarded 8/15/14
REMA- Fire vehicle, turnout wash/dry, vehicle exhaust							Not selected, include in 2015/2016 operating budget
Historic Preservation Grant				14,000	4,000	18,000	Temporarily awarded, inventory/walking tour info development
Police Bullet Proof Vests							

DISCUSSION – PROJECT UPDATES

Capital Project Status FY 2014/2015

8/15/2014

Fund/Department	Account	Description	Budget \$	Spent	Open PO	Balance	Status	Notes	
General Fund:									
IT	10-00-4133-7400	Wireless Bridge-sewer plant	1,206	0	1,206	0	On order	1	
		Redundant PW	6,917	0	6,917	0	In progress complete by end of Sept.	1	
		Redundant Cisco phone svr.	19,083	0	19,083	0	In progress complete by end of Sept.	1	
		IP addressing	1,510	0	1,510	0	Complete after PRI	1	
		Total IT	28,706	0	28,706	0			
Police	10-10-4310-7400	Vehicles #132, 141, 145, 140	134,000	0	0	134,000	Bid out in September		
Fire	10-18-4340-7400	Thermal imaging camera	8,105	8,094	0	11	Complete	1	
		Support vehicle 1	29,500	425	0	29,075	Bid out in September		
		Total Fire	37,605	8,519	0	29,086			
Planning	10-18-4910-7400	Streetscapes	25,000	0	0	25,000	Committee formed		
Power & Util	10-20-4513-4500	Street Paving	469,499	0	211,231	258,268	Complete by December	2	
Street Maintenance	10-10-4510-7400	Dump truck #454	75,000	0	62,780	12,220	On order		
Library	10-40-4110-7400	PC virtualization	25,000	0	7,929	17,071	On order		
Outside Agency	10-40-6170-8113	Veterans Park sign	5,920	0	2,520	4,400	Block work completed	1,2	
Waterfront District	10-40-6134-7000	Lighthouse facility furnishing	5,000	0	5,000	0	Complete in August	1	
Rec. Maintenance	10-40-8180-7400	3rd St ball field RR	95,620	7,400	0	88,220	0	In progress, complete in September	1
		Utility trucks # 807 & 810	63,783	0	63,783	0	On order		
		Total Rec. Maintenance	123,403	7,400	0	116,003	0		
		Total General Fund	950,079	15,919	434,189	479,890			

Water:								
Water Meter Svc.	30-60-7250-7000	AMR meters	110,000		10,000	100,000	Encumber by Dec., complete March	1
Water Treatment	30-90-8100-7400	Van R022 & pickup #665	40,000		38,092	1,908	On order	
Water Maintenance	30-60-8140-7400	Truck #414 body	7,393	7,393	0	0	Complete	1
Water Construction	30-60-8180-7400	15" WL. ungh/repairing	61,653	0	61,653	0	Construction begins Dec., permit submitted	1
		Summit Ave. water line	168,806	0	75,420	93,386	Complete by October 1	1,2
		Total Water Fund	387,652	7,393	145,145	195,114		
Sewer:								
Wastewater Treatment	32-40-4220-7400	Blat & palm classifiers 1&2	14,600		14,600	0	On order	1
		Vehicle #548	25,000		24,628	372	On order	
		Effluent control panel	24,000			24,000	Encumber by October, complete Dec.	
		Total WWT	63,600	0	63,228	372		
Lift Stations	32-90-4230-7400	Tractor equipment	17,000		16,883	117	On order	
		Rebuild 8th&Rampess pump c	35,000			35,000	Encumber by October, complete Dec.	
		Total Lift Stations	52,000	33	46,911	5,054		
Total Sewer Fund	115,600	33	110,139	5,054				

Capital Project Status FY 2014/2015

8/19/2014

Fund/Department	Account	Description	Budget \$	Spent	Open PO	Balance	Status	Notes		
Electric:										
Electric Director	35-90-7220-0400	Peak Shaving Rate Study	8,962		8,962	0		1		
		Total Electric Director	8,962	0	8,962	0				
Electric Meter Service	35-90-7250-7400	Test Switches	1,740		1,740	0	On order	1		
		Meters & handholds	75,000			75,000				
		Total Electric Meter Svc.	76,740	0	1,740	75,000				
Substation Maint.	35-90-4370-7400	Eastern substation breaker	46,513		46,513	0	On order	1		
		VGA recloser	20,000			20,000				
		Distribution reclosers	20,000			20,000				
		Capacitors	8,000			8,000				
		E. substation security system	2,500			2,500				
		FRNL & Whar St. bus materials	5,500		4,920	580	On order			
		Main substation rebuild	250,000			250,000				
		Total Substation	357,513	0	51,433	306,080				
		Load Management	35-90-4373-7400	Load management switches	70,000			70,000		
				Total Load Management	70,000	0	0	70,000		
Power Line Construction	35-90-8930-7400	2nd St./5th St Rebuild Engine	71,538			71,538	Project ongoing, complete by Sept 30	2		
		High School Feeder relocation	114,382		106,755	8,627	Project ongoing, complete by Oct 31	1,2		
		Grimesland Feeder Engineers	73,226		33,226	40,000	Project ongoing, complete by Oct 31	1,2		
		NC 32 Feeder Engineering	31,299		15,189	17,106	Project ongoing, complete by Sept 30	1,2		
		White Post/Statesboro Feeds	100,000			100,000	Delayed to FY 15. Not started	2		
		NC 32 Feeder rebuild	325,000			325,000	Not started			
		2nd St./5th St Rebuild	300,000			300,000	Compiling material and const. specs.			
		Line truck #617	230,000			230,000	Compiling specs			
		Dually P300 #613	50,000			50,000	Compiling specs			
		Portable air compressor	20,000			20,000	Compiling specs			
		Total Power Line Construct	1,316,395	0	154,173	1,162,221				
		Total Electric Fund	1,824,611	0	216,309	1,608,301				
		Solid Waste Collection	88-90-4720-7400	Two leaf machines	60,000		51,042	8,958	On order	
Total Solid Waste	60,000			0	51,042	8,958				
Cemetery:										
Cemetery Fund	38-90-4740-3600	Stain drain repairs	7,223		7,223	0	Complete in August	2		
		Two equipment sheds	30,000			30,000	Completed by December 31st			
		Total Cemetery	37,223	0	7,223	30,000				
Grand Total		3,364,021	23,364	958,650	2,382,007					

Notes:
1 PO carryforward
2 Project carryforward

MEMO: LIBRARY STORAGE SHED MAINTENANCE

(begin memo) The patron PC virtualization project at the Brown Library is budgeted for \$25,000 and bids came in at \$7,929. The storage shed located on the Bridge St. side of the library is in need of some fairly significant repairs and maintenance. Staff recommends utilizing \$3,035 of the available balance from the PC virtualization project to complete the work. The scope of the work included pressure washing the building, replacing rotten sections, scraping, sanding, and painting the building and roof. The shed repair and maintenance was not included in the FY 14-15 budget. The shed is used to store grounds, maintenance equipment and books for the Friends of the Library book sale.

REPORT: LOAD MANAGEMENT DEVICE INSTALLATION FOR THE MONTH OF JUNE

Load Management Device Installation Project Report

Project Start Date : October 2010

	July 2014	Project to Date	Current Saturation
Total Load Management Device Installations	55	2,863	
Total Accounts Added with Load Management	37	2,060	
Appliance Control Installations			
Air Conditioner / Heat Pump	41	2,140	48%
Auxiliary Heat Strip	19	1,088	47%
Electric Furnace	2	278	42%
Water Heater	23	1,658	52%
Total Encumbrances to Date			
Load Management Devices		\$ 130,600	
Contractor Installations		\$ 280,000	
Total Project Encumbrances		\$ 410,600	
Total Expenses to Date			
Load Management Device Purchases		\$ 130,600	
Contractor Installation Expenses	\$ 4,750	\$ 281,685	
Total Project Expenses		\$ 412,285	
Average Cost per Load Management Device Installed		\$ 144.00	
Average Installed Cost per Controlled Appliance		\$ 79.84	

Load Management Devices Remaining in Stock 637

REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES: NONE

APPOINTMENTS: NONE

OLD BUSINESS:**ADOPT – RESOLUTION TO CONVEY SURPLUS REAL PROPERTY LOCATED AT 126 NORTH MARKET STREET IN THE AMOUNT OF \$22,000**

By motion of Councilman Mercer, seconded by Mayor Pro tem Roberson, Council adopted the Resolution to convey surplus real property located at 126 North Market Street, Washington, North Carolina, also known as “Old City Hall” to Rachel J. Midgette in the amount of \$22,000 and authorized the Mayor to sign all the necessary legal documents to convey the surplus property.

(copy attached)

NEW BUSINESS:**DISCUSSION – WASHINGTON TOURISM DEVELOPMENT AUTHORITY – NEW MARKETING EFFORTS**

Tourism and Development Director, Lynn Wingate explained the latest Tourism marketing strategies to City Council. Ms. Wingate shared the marketing effort involving ECU home football games are titled ‘Paint Your Weekend Purple and Gold’. Ms. Wingate said, “We want to remind people who are traveling to East Carolina, to Greenville you can get to the stadium from Washington just as easily as you can from the other side of Greenville. So, why not spend the weekend in Washington and paint it purple and gold?” They will also produce a wedding guide that provides information regarding holding weddings in the City at various venues, including Festival Park.

Councilman Mercer expressed concern with the City’s tourism effort focusing on just two “spinning plates.” He suggested that a broader effort might be the way to go when it comes to promoting the City. Ms. Wingate suggested they would like to take the rifle approach instead of the shotgun approach.

(copy attached)

ACCEPT AND ADOPT – FEMA FIREFIGHTERS GRANT AND ADOPT BUDGET ORDINANCE AMENDMENT AND ADOPT GRANT PROJECT ORDINANCE (\$50,000)

A \$50,000 FEMA Firefighters grant was awarded August 15, 2014 for the purchase and installation of a building vehicle exhaust system for Station 1. The federal portion is \$47,500 and the City’s share is \$2,500.

By motion of Councilman Pitt, seconded by Mayor Pro tem Roberson, Council accepted FEMA Firefighter Grant EMW-2013-FO-00197, and adopted a Budget Ordinance Amendment and a Grant Project Ordinance for the award.

(copy attached)

AUTHORIZE – MAYOR TO EXECUTE PROFESSIONAL SERVICES AGREEMENT WITH MID-EAST COMMISSION FOR THE EDA WATER/SEWER GRANT PROJECTS

As a result of the EDA water and sewer grant project, we have the need for grant administration services to be performed by the Mid-East Commission which was instrumental in the City securing the grant in the amount of \$1,442,049. The amount of this agreement (\$25,000) is already funded.

Councilman Mercer and Mayor Pro tem Roberson noted there were staged payments and a time line included in the contract (very important aspect).

By motion of Mayor Pro tem Roberson, seconded by Councilman Beeman, Council authorized the Mayor to execute the Professional Services Agreement with the Mid-East Commission for administrative services for the EDA Water and Sewer Grant Projects.

(copy attached)

REMINDERS AND COMMENTS:

Councilman Pitt reminded Council that the deadline for League Advocacy Goals has been extended to August 31, 2014.

Councilman Mercer expressed concerns with golf carts traveling the roadway more so in the County than the City. Councilman Mercer stated he did not know if this would be a concern Councilman Pitt could refer to the League.

Mayor Pro tem Roberson voiced he attended a meeting with the County Commissioners regarding golf carts in a certain subdivision but he does not know whether Commissioners addressed this issue or not. Mayor Pro tem Roberson suggested Councilman Mercer touch base with the County Commissioners to see what the final outcome was and Councilman Mercer said he would have this conversation with County Manager, Randell Woodruff.

CLOSED SESSION: NONE

ADJOURN

Mayor Hodges adjourned the meeting at 6:10pm until Monday, September 8, 2014 at 5:30pm in the Council Chambers at the Municipal Building.

(Subject to the Approval of the City Council)

**Cynthia S. Bennett, CMC
City Clerk**

**CITY OF WASHINGTON
NOTICE OF CLOSEOUT PUBLIC HEARING
COMMUNITY DEVELOPMENT BLOCK GRANT**

Notice is hereby given that the City of Washington City Council will hold a public hearing on Monday, September 8, 2014 at 6:00 pm in the Council Chambers at 102 East Second Street in Washington.

The purpose of this hearing is to receive public comments concerning the closeout of the 2012 Community Development Block Grant- Oak Ridge Metal Works Building Reuse project (Grant # 12-E-2404) funded by the North Carolina Department of Commerce, Commerce Finance Center. All interested citizens are encouraged to attend this public hearing, and all comments are welcome. Written comments concerning the closeout of this grant should be submitted to Ms. Cynthia Bennett, City Clerk, City of Washington, 102 E. Second St., Washington, NC 27889.

This information is available in Spanish or any other language upon request. Please contact the Clerk's office at (252) 975-9318 or at 102 E. Second Street, Washington for accommodations for this request at least 48 hours prior to the hearing.

Esta informacion esta disponible en espanol o cualquier otra lengua a peticion. Entre en contacto con por favor la officinal del venedor en (252) 975- 9318 o en 102 E. Second Street, Washington para las comodidades para esta peticion por lo menos 48 horas antes de la audiencia.

Hearing impaired persons desiring information or having questions regarding this subject should call the North Carolina Relay Number for the Deaf at 1-800-735-8262.

***Please run one time on or before August
27, 2014***

Please run ad in non-legal and non-classified ad section of the paper.

The bill should be sent to the City of Washington. Please prepare affidavit also.



HUMAN RELATIONS COUNCIL

102 East 2nd Street

Washington, NC 27889

Phone: 252-975-1280

Human Relations Council (HRC) Report for the month of August *Fax: 252-974-6461*
Monday, September 8, 2014 City Council Meeting

MISSION STATEMENT

- To promote social and economic equality in the community, working with Local Government and other resources
- To appreciate the cultural and ethnic diversity of the citizens of Washington and Beaufort County
- To encourage citizens to live and work together in harmony and mutual respect

SCHEDULED PUBLIC APPEARANCES: NONE

OLD BUSINESS:

Appointments – Chair and Vice-chair for Fiscal Year 2014-2015: Present chair Hughes opened the floor for nomination of Chair and Vice-chair to the Washington/Beaufort County Human Relations Council for FY 2014-15.

By motion of Board member Howard, seconded by Board member St. Clair, the Board appointed Allen Hughes as Chairman to the Washington/Beaufort County Human Relations Council. There being no other names submitted for appointments, Board member Hughes accepted the position as Chairperson.

By motion of Board member Howard, seconded by Board member St. Clair, the Board appointed Remanda St. Clair as Vice-chair to the Washington/Beaufort County Human Relations Council. There being no other names submitted for appointments, Board member St. Clair accepted the position as Vice-chair.

Update – 2014 Pro’s Weekend and ‘National Night Out’: Criminal Outreach Coordinator, Kimberly Grimes informed the Board that 12 NFL players attended the 2014 Pro’s Weekend and shared this was an awesome event ~ the cookout at Festival Park was great. Ms. Grimes voiced there is always room for more participation and support from the community. There was a huge turnout for ‘National Night Out’ and she was very appreciative of the support from member of the Human Relations Council. Washington Housing Authority came on board this year as a “partner” in this event (National Night Out).

NEW BUSINESS:

Discussion – Attendance Policy: Chairman Hughes stated the City Code specifies that if you have three (3) unexcused absences in a twelve-month period you can be removed from the Board. Chairman Hughes explained Board member Babcock became a member in February of this year. Mr. Hughes has tried to contact Mr. Babcock several times and has attempted to call his home but to no avail.

Chairman Hughes recommended that Board member Babcock be removed as a member of the Washington/Beaufort County Human Relations Council and requested discussion from Board members. There being no discussions:

By motion of Chairman Hughes, seconded by Vice-chair St. Clair, the Board agreed to remove Mr. Babcock as a member of the Washington/Beaufort County Human Relations Council. The Board directed the secretary to prepare a written letter to be mailed to Mr. Babcock. This will leave on vacant position on the Board.

Discussion – Article III, Section 5 of Human Relations Council By-Laws: Chairman Hughes suggested there may have been some misunderstanding at the last HRC meeting and that he may have misspoken when speaking with former Board member Lodge. Ms. Lodge expressed her desire to be reappointed as a Board member to the Human Relations Council and he voiced we would like to have her back and to resubmit her application. The By-laws in Article III, Section 5 specifies “no person shall serve more than two (2) consecutive three-year terms”. Ms. Lodge had served two consecutive three-year terms. According to the By-laws, Ms. Lodge is no longer eligible to be reappointed.

Chairman Hughes voiced he was bringing this to the Board’s attention because if the action of not reappointing Ms. Lodge presents a problem then the Board will need a recommendation to amend the By-laws. Mr. Hughes suggested maybe the reasoning behind the specification in the By-laws would be to seek new ideas from new members. Chairman Hughes opened the floor for discussion regarding amendments to the By-laws.

Board member Howard inquired if a person had served two (2) consecutive three-year terms and goes off the Board could that person return in another three years to serve ~ Chairman Hughes stated they could come back in one year. Chairman Hughes voiced former members are just required to take a break and if during that time, we don’t receive other applicants who are interested, we can waived their (former member) application against the other applicants (if any) who wish to serve on the Human Relations Council. Also, he doesn’t see why former members going off the Board can’t continue to volunteer for other events ~ you do not have to be a member of the Human Relations Council to participate on other committees.

Chairman Hughes reiterated there is one vacancy. Board member Howard inquired what happens if we don’t have any applicants for this vacant position. Chairman Hughes explained we have eleven Board members and eleven is enough for the Board to operate (***see partial insert of City Code**). Council liaison Pitt inquired when Mr. Babcock’s term would expire and it was confirmed the term would expire on June 30, 2016. Mr. Babcock was appointed to fill the un-expired term of Marisol Barr. If we receive other applications then the Board can appoint

someone to fill this un-expired term. Board member O'Pharrow requested clarification on terms served and Chairman Hughes explained. Again, if a former Board member wishes to return they can submit a new application after the one year observance of being absent from the Board.

***“Note: “Partial insert of City Code” as pertained to tonight’s meeting
Article XI. Human Relations Council****

Sec. 2-285. Created; members.

(a) Composition, appointment, term. The City Council may, at its discretion, create a Human Relations Council. The Council shall be composed of no less than seven (7) and no more than twelve (12) member appointed by the City Council in accordance with the provisions of section 2-531(a).

Following the discussion, there were no recommended changes on Article III, Section 5 of the Human Relations Council By-laws.

OTHER BUSINESS:

FYI – All FYI items and reminders were discussed inclusive of the May 13, 2014 report submitted to City Council, financial report with \$578.25 for FY 2013/2014 being reallocated to General Fund.

OPEN DISCUSSION:

Board member Hughes discussed potential items of business that need to be addressed at the next Human Relations Council meeting. Chairman Hughes and Board members determined that there is no regular business or special appearances that require a meeting for the month of September. Therefore, the next regular meeting will be held on Tuesday, October 14, 2014 at 6:30 pm.

Suggestions/Ideas – Input from new members regarding projects in the community:

1. Board member Recko suggested partnering with BCCC or the Housing Coalition for an all day event regarding a Housing Affair similar to a workshop (this event was sponsored about six years ago and was very well attended) – include with October Agenda for discussion under Old Business.
2. Board member Lundy presented an idea of sponsoring a “Toys for Tots” program – include with October Agenda for discussion under Old Business. Council liaison Pitt suggested that the Board may wish to consider manning the “Kettle Bell” as a group to show HRC support.
3. Board member Wright suggested sponsoring a “Health Drive for the Elderly”. Discussion followed: The Board decided not to duplicate or recreate activities in the community; it was suggested the Board, as a group, help spread the word in the community.

***NOTE:** Reminder ~ the regular scheduled meeting for November 11, 2014 was canceled during the Board planning session in January 2014. Tuesday, November 11, 2014 is a holiday.



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Cynthia S. Bennett, City Clerk
Date: September 2, 2014
Subject: Appointment to Washington Electric Utilities Advisory Board & Historic Preservation Commission
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that the City Council appoint _____ to the Washington Electric Utilities Advisory Board, to fill the un-expired term of **Pearson Chrismon (Town of Bath)**, term to expire June 30, 2015.

I move that the City Council appoint _____ to the Historic Preservation Commission to fill the un-expired term of **Picott Harrington**, term to expire June 30, 2016.

BACKGROUND AND FINDINGS:

Advertisements were published for vacancies for expiring terms on various boards, commissions, and committees. Copies of all applications received were distributed to the department heads to allow them time to meet with the Council liaisons (William Pitt – Washington Electric Utilities Advisory Board & Larry Beeman – Historic Preservation Commission). Nominations will be made by the Council liaison at the September 8, 2014 Council meeting.

PREVIOUS LEGISLATIVE ACTION

N/A

FISCAL IMPACT

Currently Budgeted (Account _____) Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

Board Applications

City Attorney Review: _____ Date By: _____ (if applicable)
 Finance Dept Review: _____ Date By: _____ (if applicable)
 City Manager Review: 9/2/14 Date Concur _____ Recommend Denial _____ No recommendation but

Primary Board WEUAB Other Boards _____

CANDIDATES REQUEST FOR APPOINTMENT TO BOARDS, COMMISSIONS, AND/OR AUTHORITY OF THE CITY OF WASHINGTON

NAME John A. Taylor

ADDRESS P.O Box 253, 440 Craven Street, Bath, N.C. 27808

PHONE (WORK) 252-946-8081 ext. 33364 (HOME) Cell (252) 943-9212

E-MAIL ADDRESS jtaylor@flanderscorp.com

DO YOU LIVE WITHIN THE CORPORATE LIMITS OF WASHINGTON? YES () NO ()

HOW LONG HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY? 59 YEARS

YEARS OF EDUCATION Some college

HAVE YOU SERVED ON A BOARD/COMMISSION OF THE CITY? YES () NO ()

IF YES, PLEASE INDICATE _____

DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF A BOARD/COMMISSION? No IF YES, EXPLAIN _____

STATE REASONS WHY YOU FEEL QUALIFIED FOR THIS APPOINTMENT (s) (OPTIONAL): *Use back of sheet if additional space is needed.*

I have been on the Bath Town Council for 26 years and realize the issues faced by government officials
I have also been a member of the Bath Vol. Fire Dept. for 40 years and chief for the last 14 years and prepare all
budgets for the department as well as coordinate all purchases. I have been an employee of Flanders
Filters, Inc. for 33 years serving many years as supervisors of various departments. I am currently working in
the R & D department, developing new products. I have been a N.C. licensed electrician for 25 years.

NOTE: This information will be used by the City Council in making appointments to Boards and Commissions AND, in the event you are appointed, it may be used as a news release to identify you to the community.

8/27/2014

Date

John A. Taylor
Signature

September 8, 2014

NOTE: Application will remain on file for six (6) months. Expiration Date: _____

Requested Board Historic Preservation

CANDIDATES REQUEST FOR APPOINTMENT TO BOARDS, COMMISSIONS, AND/OR AUTHORITY OF
THE CITY OF WASHINGTON

NAME STACEY A. THALMANN

ADDRESS 239 E. 3RD ST

PHONE (WORK) N/A (HOME) _____

E-MAIL ADDRESS stacey_thalman@yahoo.com

DO YOU LIVE WITHIN THE CORPORATE LIMITS OF WASHINGTON? YES NO

HOW LONG HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY? 20 YEARS

YEARS OF EDUCATION AS Degree (NURSING)

HAVE YOU SERVED ON A BOARD/COMMISSION OF THE CITY? YES NO

IF YES, PLEASE INDICATE _____

DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF A
BOARD/COMMISSION? NO IF YES, EXPLAIN _____

STATE REASONS WHY YOU FEEL QUALIFIED FOR THIS APPOINTMENT (s) (OPTIONAL): Use back of
sheet if additional space is needed.

I have remodeled 6 houses, currently working on my residence. I have an operating knowledge of the historic commission guidelines. I live in an historic home. I have a deep appreciation for historic Architecture and Architecture in general. I am proud to live here (over)

NOTE: This information will be used by the City Council in making appointments to Boards and Commissions AND, in the event you are appointed, it may be used as a news release to identify you to the community.

8/5/2014
Date

Stacey Thalmann
Signature

in Washington and this is a beautiful town. I feel the Entire Historic District could + should be beautiful and inviting.

I feel I have valuable visions to impart + hope I will be considered for this commission.



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: John Rodman, Community & Cultural Services
Date: September 2, 2014
Subject: Little Washington Sailing School – Dock Expansion
Applicant Presentation: Anne Kumins, Director, Sailing School
Staff Presentation: John Rodman, Community & Cultural Services

RECOMMENDATION:

I move we accept the recommendation of the Waterfront Docks Advisory Committee and approve the expansion of dock space of the Little Washington Sailing School to include all of Dock "J".

BACKGROUND AND FINDINGS:

The Little Washington Sailing School is a youth sailing program to encourage children to experience the joy of recreational sailing along the Washington waterfront. The Little Washington Sailing School is made up of dedicated sailing enthusiasts, who have created a Sailing School for the youth of the area. The school has six 14ft Vanguard 420 sailboats used for training students to sail. The program promotes self-reliance, awareness of safety, sportsmanship, team work, self-confidence and respect for others. Dock "J" is a face dock along the promenade 80 feet in length. Currently, the LWSC has an agreement to utilize 40 feet of the dock space for their sailing craft. There would like to expand their school to include more sail boats and more youth. In order to do this the school would like to utilize all eighty feet of Dock "J".

PREVIOUS LEGISLATIVE ACTION

Waterfront Docks Advisory Committee – August 13, 2014

FISCAL IMPACT

Currently Budgeted (Account _____) Requires additional appropriation
 No Fiscal Impact

SUPPORTING DOCUMENTS

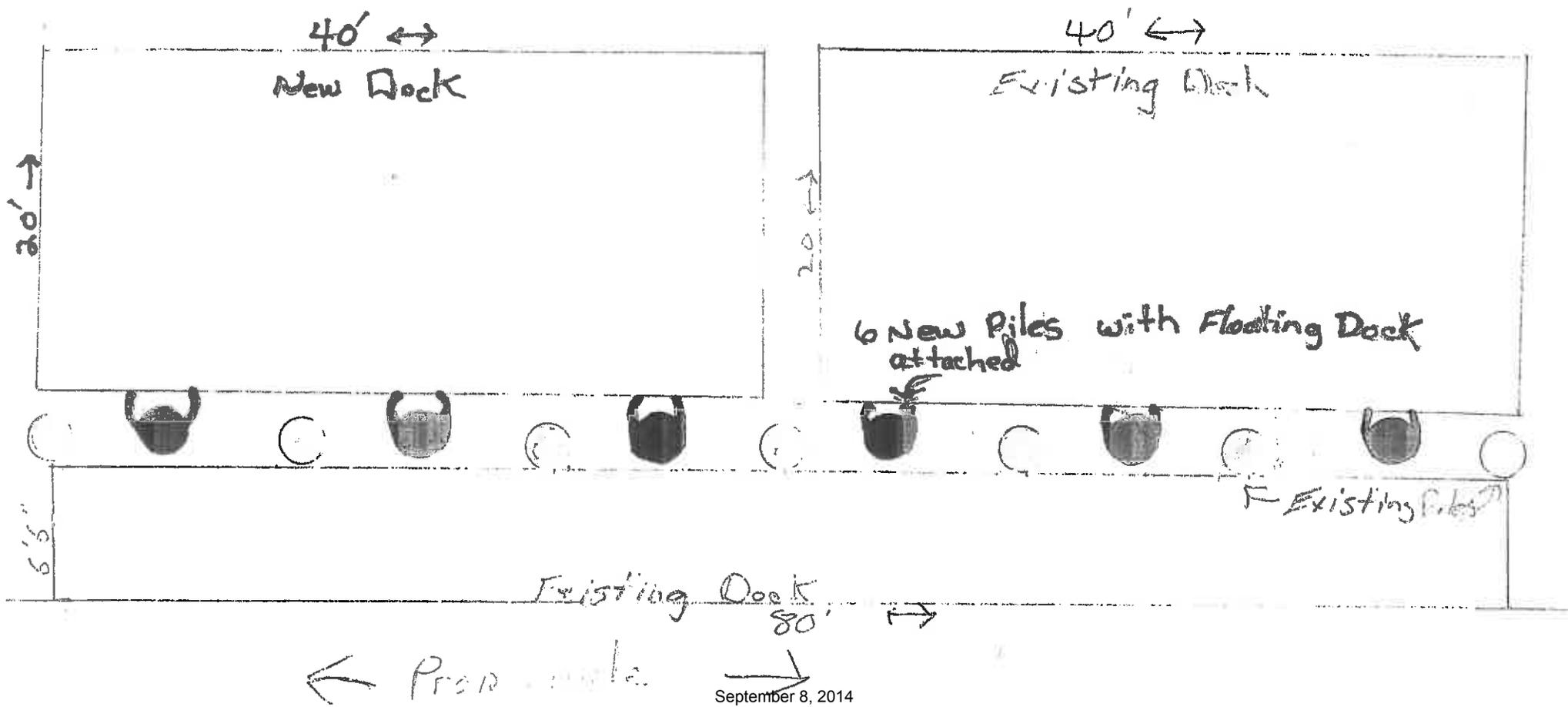
Expansion Plans
Photographs

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: 9/2/14 Date Concur but Recommend Denial _____ No
Recommendation _____

New Floating Dock 20x40

Six new pilings to attach Floating Docks, new and existing

Little Washington Sailing School Dock Expansion







GET INVOLVED

With the support of our sponsors, the Little Washington Sailing School will continue to provide children of the community the opportunity to learn the skills needed to sail small boats.

A special thanks to our Foundation Sponsors: Carolina Wind Yachting Center; Capt. Sams Boat Yard; Potash Corp Aurora; Pamlico Sailing Club; Cypress Landing Yacht Club and Pacific Seacraft. We also appreciate the continued support from our other donors and sponsors.

This is our sixth year of operating. The Sailing School endeavors to maintain reasonable class fees and has scholarships available for those in need. We depend on private and corporate donations to provide for our ongoing operating and maintenance needs.

We encourage you to support this program. You might consider sponsoring a youth who would not be able to experience the thrill of sailing without your help.

A donation to LWSS is tax deductible. Your support will help give many children an experience of a lifetime, enjoying the beautiful waters of the Pamlico River, while learning the responsibility of skippering a sailboat!

You Can Help! Call (252) 402-7878



ABOUT LWSS

The Little Washington Sailing School is made up of dedicated sailing enthusiasts, who have created a Sailing School for the youth of the area. The club has six 14ft Vanguard 420 sailboats used for training students to sail. The program promotes self-reliance, awareness of safety, sportsmanship, team work, self-confidence and respect for others.

The curriculum introduces seamanship and the fundamentals of sailing for beginners and advanced students according to the U.S. Sailing Association.

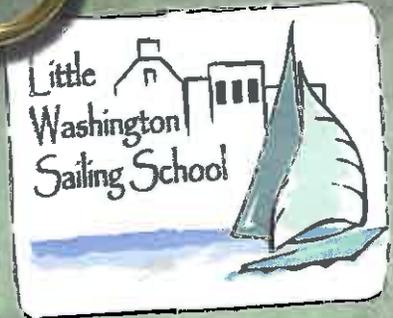
Students will be encouraged to help one another with rigging, launching, retrieval and maintenance of boats and equipment. LWSS has U.S. Sailing Association certified instructors to teach the course and volunteers support the program in many different ways.

Register Now! Follow these easy steps:

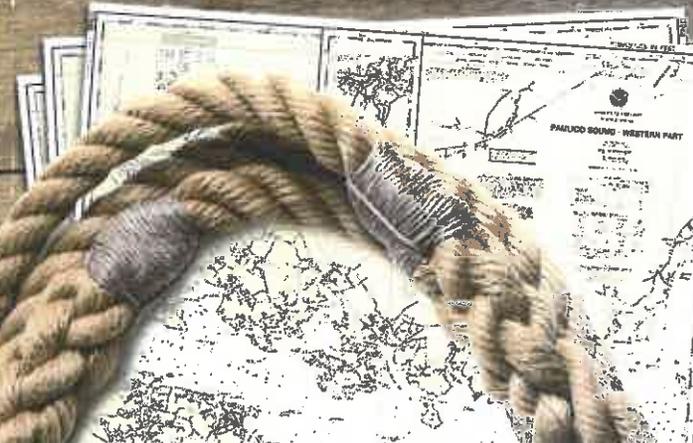
1. Review details and guidelines online at: www.littlewashingtonsailingschool.org
2. Download an application packet or pick up a copy at: Washington/Beaufort County Chamber of Commerce 102 Stewart Parkway, Washington, NC 252-946-9168.
3. Return completed application with required forms and \$225.00 check to:
LWSS, P.O. Box 1862, Washington, N.C. 27889

September 8, 2014
Page 23 of 44

Ready, Set, Sail!



PRESENTS
**YOUTH SAILING
PROGRAM
2014**



BOYS AND GIRLS!

THIS IS YOUR CHANCE TO LEARN HOW TO SAIL THIS SUMMER... VISIT US AT LITTLEWASHINGTONSAILINGSCHOOL.ORG OR CALL (252) 402-7878 TO REGISTER!



IMPORTANT DETAILS:

CLASSES BEGIN JUNE 9TH IN DOWNTOWN WASHINGTON

Classes are for Boys and Girls - Ages 11-18
You **MUST** weigh at least 70lbs.

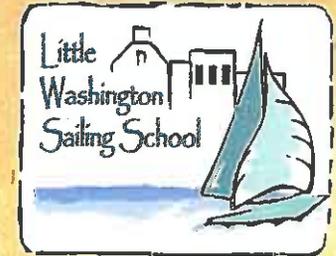
There are 10 sessions from June 9 - August 15
All classes are Monday through Friday
9:00am - 4:00pm (lunch break from noon - 1:00pm)

No sailing or boating experience necessary!
Must be able to pass a swim test

Class Tuition Fee: \$225

 [fb.com/LittleWashingtonSailingSchool](https://www.facebook.com/LittleWashingtonSailingSchool)

 [@LWSailing](https://twitter.com/LWSailing)



SUMMER SCHEDULE

ALL-DAY CLASSES • BASIC SAILING
9:00AM - 4:00PM

Week 1: June 9 - June 13

Week 2: June 16 - June 20

Week 3: June 23 - June 27

Week 4: June 30 - July 4

Week 5: July 7 - July 11

Week 6: July 14 - July 18

Week 7: July 21 - July 25

Week 8: July 28 - August 1

Week 9: August 4 - August 8

ALL-DAY ADVANCED CLASS*

9:00AM - 4:00PM

Week 10: August 11 - August 15

* Students accepted at the discretion of the Program Director based on demonstrated proficiency.

QUESTIONS?

Call us at (252) 402-7878 or email us at LittleWashingtonSailing@gmail.com



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Allen Lewis, Public Works Director *Allen Lewis*
Date: 09-28-14
Subject: Amend Sec. 18-53 – Intersections controlled by traffic signals, and Sec. 18-77 – Stop intersections, in reference to the intersection of Martin Luther King Drive and Gladden Street.

Applicant Presentation: N/A
Staff Presentation: Allen Lewis

RECOMMENDATION:

I move Council adopt an ordinance to amend Chapter 18, Section 18-53 – Intersections controlled by traffic signals and Sec. 18-77 – Stop intersections in reference to Martin Luther King Drive and Gladden Street.

BACKGROUND AND FINDINGS:

The traffic signal at Martin Luther King Drive and Gladden Street has been on “flash” for several years now. Some time ago, the signal pole in the northwest quadrant of the intersection was apparently stuck by a motor vehicle. In the last few months, this pole appears to have started leaning out over the intersection more from the crease in the pole by the accident. Since the signal has been on flash for such a long period of time and the pole is damaged, staff recommends that this signal be removed. Stop signs are currently in place on Gladden Street at Martin Luther King Drive and have been for some time. The attached ordinance amendment will provide for this.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

Currently Budgeted (Account various accounts) Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

See attached ordinance amendment.

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: *Concur* Concur _____ Recommend Denial _____ No
 Recommendation 9/2/14 Date

**AN ORDINANCE TO AMEND CHAPTER 18,
SECTION 53: INTERSECTIONS CONTROLLED
BY TRAFFIC SIGNALS AND
SECTION 77: STOP INTERSECTIONS
OF THE WASHINGTON CITY CODE**

BE IT ORDAINED by the City Council of the City of Washington, North Carolina:

Section 1. That Chapter 18 Section 18-53 – Intersections controlled by traffic signals, be amended to delete the following:

Sec. 18-53. Intersections controlled by traffic signals.

Martin Luther King Drive and Gladden Street.

Section 2. That Chapter 18 Section 18-77 – Stop intersections, be amended to add the following:

Sec. 18-77. Stop intersections.

Martin Luther King Drive, from Gladden Street.

Section 3. All ordinances in conflict with this ordinance are hereby repealed.

Section 4. This ordinance shall become effective September 9, 2014.

This the 8th day of September, 2014.

Mayor

ATTEST:

City Clerk



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Allen Lewis, Public Works Director *Allen Lewis*
Date: 09-28-14
Subject: Amend Sec. 8-10 -- Removal and disposal of flowers, designs and frames of the City Code.

Applicant Presentation: N/A
Staff Presentation: Allen Lewis

RECOMMENDATION:

I move Council adopt an ordinance to amend Chapter 8, Section 8-10 – Removal and disposal of flowers, designs and frames of the City Code.

BACKGROUND AND FINDINGS:

Cemetery staff has recently had issues with non-immediate family members removing items from grave sites without permission. This revised ordinance is an attempt to define who is allowed to remove items placed at grave sites and hopefully discourage such actions from taking place in the future.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

Currently Budgeted (Account various accounts) Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

See attached ordinance amendment.

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: *hwt* Concur _____ Recommend Denial _____ No
 Recommendation 9/2/14 Date

**AN ORDINANCE TO AMEND CHAPTER 8,
SECTION 10: REMOVAL AND DISPOSAL
OF FLOWERS, DESIGNS AND FRAMES
OF THE WASHINGTON CITY CODE**

BE IT ORDAINED by the City Council of the City of Washington, North Carolina:

Section 1. That Chapter 8 Section 8-10 - Removal and disposal of flowers, designs and frames, be amended to delete the following:

Section 8-10. Removal and disposal of flowers, designs and frames.

Cemetery staff shall remove and dispose of all flowers, designs and frames from graves within thirty (30) days, or earlier if natural flowers deteriorate. The family may collect flowers, designs and frames, if a request is submitted to the General Services Superintendent within two (2) days after they are placed.

Section 2. That Chapter 8 Section 8-10 -- Removal and disposal of flowers, designs and frames, be amended to add the following:

Section 8-10. Removal and disposal of flowers, designs and frames.

Cemetery staff shall remove and dispose of all flowers, designs and frames from graves within thirty (30) days, or earlier if natural flowers deteriorate. The immediate family and/or cemetery staff are the only persons allowed to remove flowers, designs and frames from a grave.

Immediate family and/or owner of grave must request written permission from the General Services Superintendent or designee to allow other persons, for example florists or friends, etc., to remove and dispose of flowers, designs or frames from grave site. Removal of any items without approved permission of the General Services Superintendent or designee will be considered desecration of a grave and punishable by law.

The City of Washington is not responsible for loss, theft or damage to flowers, designs or frames. Any such loss or theft should be reported to the General Services Superintendent or designee for future observations of area.

Section 3. All ordinances in conflict with this ordinance are hereby repealed.

Section 4. This ordinance shall become effective September 9, 2014.

This the 8th day of September, 2014.

Mayor

ATTEST:

City Clerk

Brian M. Alligood

From: Judy Jennette <judyj@beaufortccc.edu>
Sent: Tuesday, August 26, 2014 12:57 PM
To: Brian M. Alligood
Cc: Ann Montague
Subject: Eagles Wings

Greetings Brian.

Eagles Wings is seeking a grant from the USDA to purchase a "new" used fork lift. The old one is - for all intents and purposes - kaput. They are willing to fund 55% of the \$14,200 price. Eagles Wings has enough funds on hand to cover the remainder. It is being purchased through our local Caterpillar dealer. It only has 200 hours of use on it.

However, the USDA is asking for a letter of support from our local government. Would you be willing to prepare a brief one or two paragraph letter on behalf of this request?

This fork lift is a vital peice of equipment when the food truck from the Food Bank of the Albemarle arrives to drop off tons of food. As you can imagine, many of our volunteers are seniors and simply cannot lift the heavy pallets and boxes off of the truck. As a frame of reference, the food pantry in Belhaven has to recruit 30 volunteers to unload their truckload each month.

In 2013, Eagles Wings served more than 5,800 households (or 15,000 individuals). More than half of those served reside in Washington.

I have sent you all of these details so that you can use them in the letter - if you are willing to write it. Please let me know if you are able to help us out with this request! Thanks in advance for considering it!

jj
Judy Jennette, Treasurer
EW

Beaufort County Community College is a public comprehensive community college committed to providing accessible and affordable quality education, effective teaching, relevant training, and lifelong learning opportunities for the people served by the College.

E-mail correspondence to and from this sender may be subject to the North Carolina Public Records law and may be disclosed to third parties.

Mayor
Mac Hodges

City Manager
Brian M. Alligood



City Council
Larry Beeman
Richard Brooks
Doug Mercer
William Pitt
Bobby Roberson

September 8, 2014

Ms. Kimberly B. Miller
Area Specialist
United States Department of Agriculture
Rural Development
2044-C Hwy. 11/55 South
Kinston, N.C. 28501

Dear Ms. Miller:

On behalf of the Washington City Council, please accept this letter of support for the Eagles Wings grant application. It is the City's understanding that Eagles Wings is applying for a 55% grant to purchase a fork lift and that they will fund the balance of the purchase with cash reserves. Their current fork lift is beyond repair and requires replacing.

A fork lift is a vital piece of equipment when the food truck from the Food Bank of the Albemarle arrives to drop off tons of food. Many of the Eagles Wings volunteers are seniors and simply cannot lift the heavy pallets and boxes off of the truck. As a frame of reference, the food pantry in Belhaven has to recruit 30 volunteers to unload their truckload each month.

In 2013, Eagles Wings served more than 5,800 households (or 15,000 individuals). They report that more than half of those served reside in the City of Washington.

Thank you for your consideration of their grant application and for your acceptance of this letter of support.

Sincerely,

Mac Hodges, Mayor



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Brian Alligood, City Manager
Date: September 8, 2014
Subject: Amendment to Airport Solar Farm Lease
Applicant Presentation: N/A
Staff Presentation: Brian Alligood

RECOMMENDATION:

I move that City Council approve and authorize the City Manager to sign the attached "First Amendment to Ground Lease and Easement Agreement" and "Second Amended Memorandum of Lease" for the Airport Solar Farm to correct for additional acreage included in the final "as-built" survey.

BACKGROUND AND FINDINGS:

The solar farm project at the airport was anticipated to use 34.3 acres of land. After completing the project the final "as-built" survey reflected an additional 1.6 acres of built upon land (total 35.9 acres). These amended documents reflect that change in additional acreage and subsequently the additional lease payment for the same. Duke Energy Renewables paid for all costs associated with these amended documents.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

Currently Budgeted (Account _____) Requires additional appropriation
 No Fiscal Impact

SUPPORTING DOCUMENTS

"First Amendment to Ground Lease and Easement Agreement" and "Second Amended Memorandum of Lease"

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: Conc Concur _____ Recommend Denial _____ No Recommendation
9/2/14 Date

STATE OF NORTH CAROLINA

FIRST AMENDMENT TO GROUND LEASE AND
EASEMENT AGREEMENT

COUNTY OF BEAUFORT

THIS FIRST AMENDMENT TO GROUND LEASE AND EASEMENT AGREEMENT (this "First Amendment") is made as of the ___ day of September, 2014, by and between the CITY OF WASHINGTON, a body politic and corporate organized and existing under the laws of the State of North Carolina ("Owner"), and WASHINGTON AIRPORT SOLAR, LLC, a Delaware limited liability company ("Tenant").

WITNESSETH:

WHEREAS, Owner and Tenant entered into that certain Ground Lease and Easement Agreement with an effective date of November 20, 2013 (the "Lease"), pursuant to which Tenant leased from Owner certain real property lying and being in the City of Washington, Beaufort County, North Carolina, said property being more particularly described in the Lease (the "Site"). Capitalized terms used herein but not otherwise defined shall have the meanings ascribed to such terms as set forth in the Lease;

WHEREAS, Owner and Tenant desire to amend the Lease in order to modify (i) the legal description of the Site described on Exhibit A attached to the Lease and (ii) the survey of Summit Coastal Surveying and Mapping dated November 7, 2013 depicting the Site and attached to the Lease as Exhibit A-1;

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Lease is hereby amended as follows:

1. Legal Description of the Site. The legal description of the Site attached to the Lease as Exhibit A and also as Exhibit A to the form of Memorandum of Lease attached to the Lease as Exhibit D are each hereby deleted in their entirety and replaced with the legal description of the Site attached to this First Amendment as Exhibit A.

2. Survey. The survey depicting the Site and attached to the Lease as Exhibit A-1 and also as Exhibit A-1 to the form of Memorandum of Lease attached to the Lease as Exhibit D are each hereby deleted in their entirety and replaced with the survey depicting the Site attached to this First Amendment as Exhibit A-1.

3. Miscellaneous.

(a) The preambles to this First Amendment are incorporated into the body of this First Amendment as if restated herein.

(b) Except as modified herein, the Lease is hereby ratified and confirmed and the terms, covenants, conditions and agreements contained therein remain in full force and effect. In the event of any inconsistency between the terms of the Lease and the terms of this First Amendment, the terms of this First Amendment shall control.

(c) This First Amendment may be executed in counterparts and by facsimile or other electronic transmission, each of which shall be deemed an original.

Execution begins on following page

IN WITNESS WHEREOF, the parties have duly executed this First Amendment as of the day and year first above written.

PRE-AUDIT CERTIFICATE

This Amendment has been pre-audited pursuant to North Carolina General Statute §159-28 in the manner required by the Local Government Budget and Fiscal Control Act.

CITY OF WASHINGTON

_____ (SEAL)
Matt Rauschenbach, Chief Financial Officer

“OWNER”

CITY OF WASHINGTON

By: _____

Name: Brian M. Alligood

Title: City Manager

“TENANT”

WASHINGTON AIRPORT SOLAR, LLC, a
Delaware limited liability company

By: _____

Name: Brian K. Stallman

Title: Vice President

EXHIBIT A

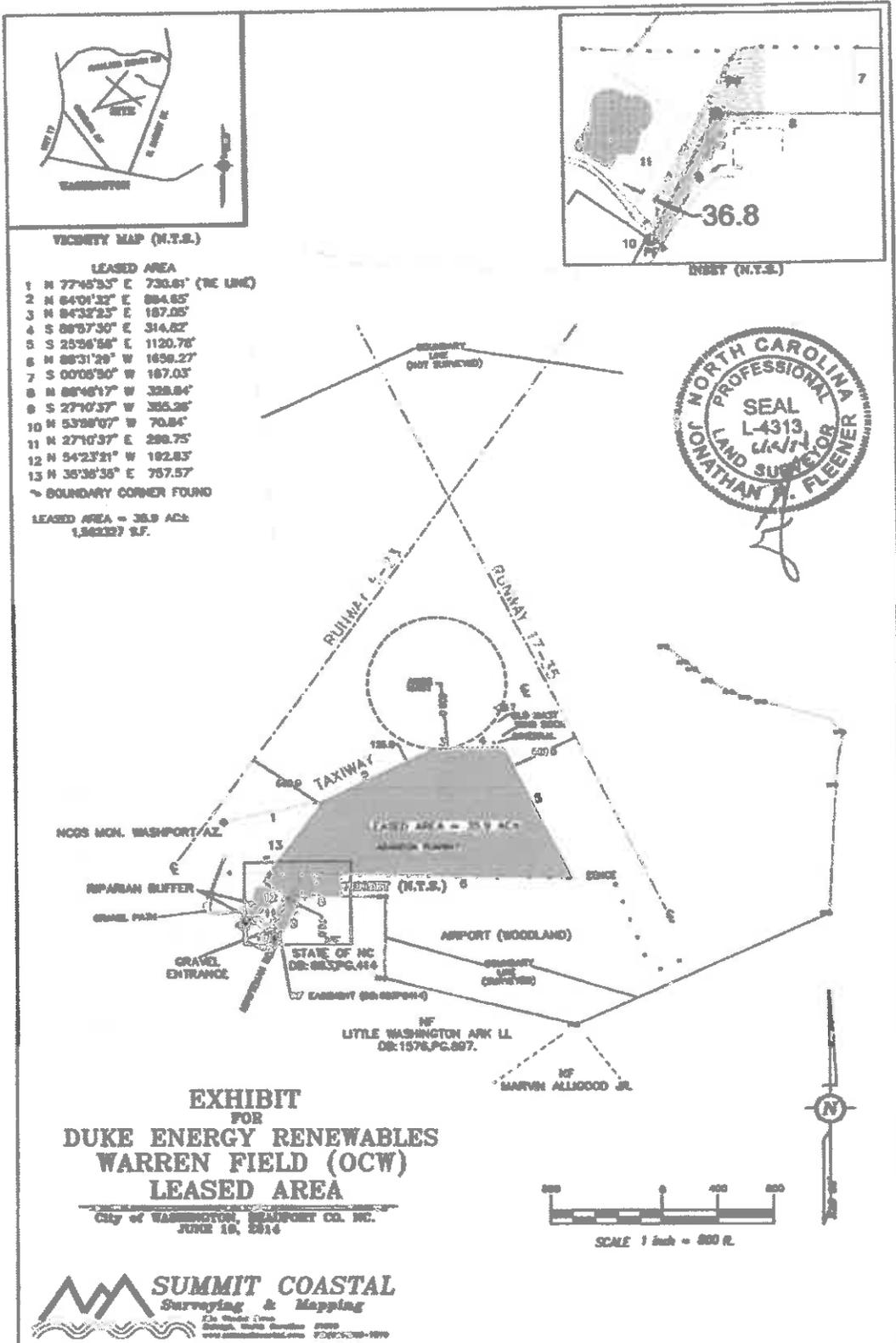
Legal Description of Site

ALL THAT CERTAIN TRACT OR PARCEL OF LAND lying and being in the City of Washington, Beaufort County and consisting of approximately 35.9 acres of land, as more particularly described below and as shown and described on the survey of Summit Coastal Surveying and Mapping dated June 19, 2014, a copy of which is attached hereto as Exhibit A-1.

Commencing from North Carolina Grid Monument "Washport Az Mk", having state plane coordinates of North: 667,134.35 foot and East: 2,578,299.19 foot, N 77°45'53" E a ground distance of 730.61 feet to the Point of Beginning; thence N 64°01'32"E a distance of 884.65 feet to a point; thence N 84°32'23" E a distance of 187.05 feet to a point; thence S 89°57'30" E a distance of 314.82 feet to a point; thence S 25°56'58" E a distance of 1120.78 feet to a point; thence N 88°31'29" W a distance of 1659.27 feet to a point; thence S 00°05'50" W a distance of 167.03 feet to a point, said point being on the northern boundary line of NC State National Guard as recorded in Deed Book 683, pg. 414, Beauport Co. Register of Deeds; thence with the NC State National Guard line N 88°48'17" W a distance of 329.84 feet to an iron pipe; thence and continuing with the western line of the NC State National Guard line, S 27°10'37" W a distance of 355.26 feet to a point, said point being west of the centerline of Minuteman Road; thence N 53°59'07" W a distance of 70.84 feet to a point; thence N 27°10'37" E a distance of 299.75 feet to a point; thence N 54°23'21" W a distance of 192.83 feet to a point; thence N 35°38'35" E a distance of 757.57 feet to a Point and Place of Beginning, and having an area of 35.9 acres, more or less.

TOGETHER WITH the right to use that certain thirty (30) foot wide right of way easement for all purposes reserved in that certain Deed of Correction from the County of Beaufort and the City of Washington to the State of North Carolina dated March 15, 1972 and recorded in Book 683 at Page 414 in the Office of the Register of Deeds for Beaufort County, North Carolina.

EXHIBIT A-1



STATE OF NORTH CAROLINA

**SECOND AMENDED
MEMORANDUM OF LEASE**

COUNTY OF BEAUFORT

CITY OF WASHINGTON, a body politic and corporate organized and existing under the laws of the State of North Carolina, as LANDLORD, having an address of 102 East Second Street, Washington, North Carolina, 27889, hereby leases to WASHINGTON AIRPORT SOLAR, LLC, a Delaware limited liability company, as TENANT, having an address of c/o Duke Energy Renewables NC Solar, LLC, 550 South Tryon Street – DEC 18A, Charlotte, NC 28202, Attention: Robert Stewart II, for a term beginning on November 20, 2013, and continuing for a maximum period of thirty (30) years, including extensions and renewals, from and after the Commercial Operation Date of February 5, 2014 (*i.e.*, a maximum term expiring February 4, 2044), the following property:

Those certain premises situated in the City of Washington, Beaufort County, North Carolina, consisting of approximately thirty-five and 9/10ths acres of land, as said premises are more particularly shown and described on Exhibit A and incorporated herein by reference.

The provisions set forth in a written Ground Lease and Easement Agreement between the Parties dated the 20th day of November, 2013, as amended, are hereby incorporated in this Memorandum.

“LANDLORD”

CITY OF WASHINGTON

By: _____

Name: Brian M. Alligood

Title: City Manager

CITY OF WASHINGTON (corporate seal)

ATTEST:

Cynthia S. Bennett, City Clerk

STATE OF NORTH CAROLINA

COUNTY OF BEAUFORT

I, _____, a Notary Public of the State and County aforesaid, certify that CYNTHIA S. BENNETT personally appeared before me this day and acknowledged that she is City Clerk of the **CITY OF WASHINGTON**, a North Carolina municipal corporation, and by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by Brian M. Alligood, its City Manager, sealed with its corporate seal and attested by herself as its City Clerk.

Witness my hand and official seal this the ____ day of _____, 2014.

Notary Public

(Official Seal)

Printed Name

My Commission Expires: _____

(Signatures continued on following page)

“TENANT”

WASHINGTON AIRPORT SOLAR, LLC, a
Delaware limited liability company

By: _____

Name: Brian K. Stallman

Title: Vice President

STATE OF OHIO

COUNTY OF HAMILTON

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document: Brian K. Stallman.

(Official Seal)

Notary Public

Printed Name

My Commission Expires: _____

EXHIBIT A TO MEMORANDUM OF LEASE

Legal Description of Site

ALL THAT CERTAIN TRACT OR PARCEL OF LAND lying and being in the City of Washington, Beaufort County and consisting of approximately 35.9 acres of land, as more particularly described below and as shown and described on the survey of Summit Coastal Surveying and Mapping dated June 19, 2014, a copy of which is attached hereto as Exhibit A-1.

Commencing from North Carolina Grid Monument "Washport Az Mk", having state plane coordinates of North: 667,134.35 foot and East: 2,578,299.19 foot, N 77°45'53" E a ground distance of 730.61 feet to the Point of Beginning; thence N 64°01'32"E a distance of 884.65 feet to a point; thence N 84°32'23" E a distance of 187.05 feet to a point; thence S 89°57'30" E a distance of 314.82 feet to a point; thence S 25°56'58" E a distance of 1120.78 feet to a point; thence N 88°31'29" W a distance of 1659.27 feet to a point; thence S 00°05'50" W a distance of 167.03 feet to a point, said point being on the northern boundary line of NC State National Guard as recorded in Deed Book 683, pg. 414, Beaufort Co. Register of Deeds; thence with the NC State National Guard line N 88°48'17" W a distance of 329.84 feet to an iron pipe; thence and continuing with the western line of the NC State National Guard line, S 27°10'37" W a distance of 355.26 feet to a point, said point being west of the centerline of Minuteman Road; thence N 53°59'07" W a distance of 70.84 feet to a point; thence N 27°10'37" E a distance of 299.75 feet to a point; thence N 54°23'21" W a distance of 192.83 feet to a point; thence N 35°38'35" E a distance of 757.57 feet to a Point and Place of Beginning, and having an area of 35.9 acres, more or less.

TOGETHER WITH the right to use that certain thirty (30) foot wide right of way easement for all purposes reserved in that certain Deed of Correction from the County of Beaufort and the City of Washington to the State of North Carolina dated March 15, 1972 and recorded in Book 683 at Page 414 in the Office of the Register of Deeds for Beaufort County, North Carolina.

EXHIBIT A-1

To Memorandum of Lease

