



City of
Washington
NORTH CAROLINA
Council Agenda
MAY 23, 2016
5:30 PM

Opening of Meeting

Nondenominational Invocation

Roll Call

Approval of minutes from April 27 and May 9, 2016 (**page 3**)

Approval/Amendments to Agenda

I. Consent Agenda:

- A. Authorize – Police and Fire Services to apply for the Walmart Grant (**page 18**)
- B. Approve – Purchase Order to Booth & Associates for Grimesland Road Engineering Project (**page 19**)
- C. Approve – Purchase Order to B. E. Singleton & Sons for Storm Water Drainage Improvements (**page 21**)

II. Comments from the Public:

III. Public Hearing 6:00PM– Zoning:

- A. Accept & Adopt – Recommendation of the Planning Board to deny the rezoning request of property located on River Road containing 2.19 acres, from R-15-S (Residential) to B-2 (Business/Commercial) and **Adopt** the Resolution (**page 23**)

IV. Public Hearing 6:00PM - Other:

- A. Adopt/Award – Ordinance to condemn as unsafe the structure located at 331 West 7th Street and **Award** the demolition contract (**page 40**)

V. Scheduled Public Appearances:

- A. None

VI. Correspondence and Special Reports:

- A. Discussion – Grant Updates (**page 47**)
- B. Discussion – Project Updates (**page 48**)
- C. Memo – Edge Technology Grant (**page 50**)



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- D. Memo – Terrell Recipients for 2016 (**page 51**)
- E. Memo – Contracts for Water Treatment Chemicals (**page 52**)
- VII. Reports from Boards, Commissions and Committees:
 - A. None
- VIII. Appointments:
 - A. None
- IX. Old Business:
 - A. Accept – Aquatic Center - Marketing (**page 54**)
 - B. Request for Proposals – Wayfinding Project (**page 55**)
 - C. Adopt – Budget Ordinance for Fiscal Year 2017, Set Ad Valorem Tax Rate and User Fee Schedule (**page 56**)
- X. New Business:
 - A. None
- XI. Any other items from City Manager:
- XII. Any other business from the Mayor or other Members of Council:
- XIII. Closed Session: Under NCGS § 143-318.11(A)(3) Attorney/Client Privilege; and (A)(6) Personnel
- XIV. Adjourn – Until Monday, June 13, 2016 at 5:30 pm, in the Council Chambers

The Washington City Council met in a budget session on Wednesday, April 27, 2016 at 5:30pm in the City Council Chambers at the Municipal Building. Present were: Mac Hodges, Mayor; Virginia Finnerty, Mayor Pro tem; Doug Mercer, Councilmember; Richard Brooks, Councilmember; Larry Beeman; Councilmember and William Pitt, Councilmember. Also present: Bobby Roberson, City Manager and Cynthia S. Bennett, City Clerk.

Mayor Hodges called the meeting to order and Councilmember Mercer delivered the invocation.

Budget Discussion

The City Manager reviewed the recent changes to the proposed budget which are listed below:

Council Budget Changes

4/27/2016

\$	Account	Description
61,688	10-00-3100-1116	Ad valorem taxes- increase collection 1% & valuation .5%
1,500	10-40-6123-1600	Shuffle board court grant
5,567	10-40-6123-8600	Eliminate Senior Center vehicle replacement fund contribution
4,150	10-40-6126-1600	Reclass heater in women's RR, free weights \$ lifeguard chair
(4,150)	10-40-6126-7000	Reclass heater in women's RR, free weights \$ lifeguard chair
8,000	10-00-4150-0400	Legal expense reduction
(5,000)	10-00-4150-0401	Other attorney fees
(35,000)	10-00-4132-4500	Pay & class study
(36,755)	10-00-9990-0000	Contingency
-	Total General Fund	
(17,500)	30-90-6610-9726	Transfer to software CPF
(28,000)	30-90-8100-1600	Reclass paint clearwells to maintenance
28,000	30-90-8100-7000	Reclass paint clearwells to maintenance
17,500	30-90-6610-4504	Reserve for future capital expenditures
-	Total Water	
(17,500)	32-90-6610-9726	Transfer to software CPF
13,052	32-90-3720-5100	Sewer sales & service
4,448	32-90-9990-9900	Reserve for future capital expenditures
-	Total Sewer	
(50,000)	34-90-3571-5100	Storm water fee commercial reduction
50,000	34-90-5710-7400	Capital outlay
-	Total Storm Water	
5,000	35-90-6610-3900	Electric transfer to Cemetery fund
35,000	35-90-6610-9726	Transfer to software CPF- allocate \$100,000
20,000	35-90-8370-7000	SCADA/CIS interface included in software project
14,000	35-90-8375-4500	Reduce load management switch contract labor to 720 units
(16,850)	35-90-8380-4501	General fund tree trimming to Electric Department
7,000	35-90-8380-7000	Move pedestals at Festival Park instead of access steps
(20,000)	35-90-8390-7400	Matching décor pedestal building
(44,150)	35-90-6610-4504	Reserve for future capital expenditures
-	Total Electric	
(7,739)	38-90-4710-0200	Pay grade increase for 5 sanitation workers
(592)	38-90-4710-0500	FICA
(561)	38-90-4710-0601	Retirement
8,893	38-90-4710-4504	Reserve for future capital expenditures
-	Total Solid Waste	
5,000	39-90-3471-4150	Perpetual care fees increased \$50
(5,000)	39-90-3980-3500	Transfer from Electric fund
-	Total Cemetery	
35,000	65-60-3980-3000	Transfer to software CPF
(17,500)	65-60-3980-3200	Transfer to software CPF
(17,500)	65-60-3980-3500	Transfer to software CPF
-	Total Software CPF	
299,500	87-60-3940-9910	Fund Balance Appropriated
500	87-60-4950-4504	Reserve for future capital maintenance expense
(300,000)	87-60-4950-7400	Aquatic center capital outlay
-	Total Facility Maintenance Fund	

Mr. Roberson mentioned the pool committee has issued a challenge. If the City will commit \$150,000 towards the Dectron replacement then the committee will raise the remaining \$150,000. There are funds set aside in the Building Maintenance Fund that could be used for the dehumidification unit. The pool committee will be going to the Beaufort County Board of Commissioners meeting to show support of our funding request. The “save the pool campaign” will be further explained during the May City Council meeting.

Councilmember Mercer stated the City Manager needs to meet with PARTF and get a definitive answer regarding the ramifications of closing the pool. Mr. Roberson noted that if we give PARTF back \$250,000 then we wouldn't be eligible for any future grants. Councilmember Mercer stated the pool is costing us \$350,000 per year and Councilmember Beeman explained that we could say the same thing about library. Councilmember Pitt would like to see what the pool committee is working on. Councilmember Brooks said the pool committee is working on a plan and we should let them work on their plan. He continued and said we need to work with what we have in order to keep the pool instead of trying to come up with a plan to get rid of it. Mayor Hodges said the pool doesn't make money, the school system uses it more than anyone and the county should assist the city with funding. Mr. Roberson suggested that the Recreation Advisory Committee needs to review the possible plan of what to do with the facility if we close the pool down. A suggestion was to turn the building into a new senior center.

Councilmember Mercer inquired as to why our Human Resources Director couldn't do the payroll classification study. Matt Rauschenbach explained the study is very labor intensive and is much more than comparing salaries from different cities. Hartwell Wright with NC League of Municipalities previously advised that the pay and classification study should not be done by your Human Resources Department. Councilmember Pitt noted that Council will need to accept the recommendation of the study once it is complete. Mr. Roberson said that whatever the outcome is of the study, we need to make sure that we fund it. Councilmembers Brooks, Pitt, Finnerty and Beeman were in agreement to move forward with classification study.

Matt Rauschenbach noted a correction will be made to remove \$25,000 out of the vehicle replacement fund for recreation van replacement.

Jeff Clark, Interim Electric Director discussed moving the electrical panels at Festival Park and installing an enclosure with a façade to match the other facilities at the park. Mr. Clark estimated it would cost upward of \$40,000 to move panels approximately 150 feet and around two weeks to complete the move by an outside contractor. Councilmember Mercer said the panels should be moved. While Mayor Pro tem Finnerty opposed paying \$40,000 to move the panels. Ed Pruden explained the panels have to be in close proximity to gazebos for safety issues. Mr. Roberson said staff would bring back alternatives solutions regarding this issue.

Discussion was held regarding Avenue Road and Cherry Road and Mr. Clark noted he didn't need the money for engineering but will use it to buy materials so the lines can be installed with in-house labor. Jeff Clark said the projected numbers in the CIP need to be revised. Councilmember Mercer suggested looking at improvements to powerlines inside the city before

making improvements on lines in the county. He continued by saying Council needs to set certain criteria that must be met before we decide which lines to replace.

Council reviewed the electric rate spreadsheet below. Mr. Rauschenbach said it is staff’s recommendation to leave the rates as they are, so when the rates increase we will have a cushion to cover the increase. He continued by saying we could contact ElectriCities and have them review our rate structure and then present their findings to Council. Councilmember Mercer noted we need to address our industrial rates. Council authorized Mr. Rauschenbach to contact ElectriCities regarding the rate study.

Electric Rate Review

4/27/2016

Rate Class	Justified Change	Recommended Change	Customer Charges (Base)		Customers	Annual Revenue	Annual Revenue Impact	
			Current	Recommended			Justified Change	Recommended Change
Residential Service- inside	-0.98%	-2.52%	7.92	10.00	11,117	17,778,480	103,251	(170,537)
- outside			8.35	10.55				
Small General Service- single phase	-6.37%	-6.35%	15.53	19.60	2,361	6,457,568	(296,036)	(294,744)
- three phase			25.05	32.40				
Medium General Service- single phase	-14.80%	-14.00%	16.75	25.00	85	2,911,715	(422,519)	(399,225)
- three phase			27.02	50.00				
Large General Service	-8.87%	-8.75%	104.30	125.00	34	4,284,680	(371,606)	(366,464)
Industrial Service	-4.95%	-4.90%	0.00	500.00	5	2,720,404	(104,660)	(103,300)
General Coordinated Demand Service			81.07	150.00				
Industrial Coordinated Demand Service			0.00	550.00				
Coincidental Peak Service	-22.93%	-16.50%						
Lighting Service	-13.50%	0.00%				716,471	(96,724)	-
Total	-5.64%	-5.64%			13,602	34,869,318	(1,188,293)	(1,334,271)

Council reviewed the Stormwater comparison chart and chose option “A” (Residential Stormwater +\$.050 & Commercial at 15%).

Public Works Rate Increase
Stormwater Comparison for FY 16-17

	SR1 SC2	Increase	Diff./ Month / Yr	SR2 SC3	Increase	Diff./ Month / Yr	SR3 SC4	Increase	Diff./ Month / Yr
Res. Stormwater (+\$.050)	\$ 3.65	\$ 4.15	\$0.50 / \$6.00	\$ 5.00	\$ 5.50	\$0.50 / \$6.00	\$ 6.35	\$ 6.85	\$0.50 / \$6.00
Comm. Stormwater (15%)	\$ 27.00	\$ 31.00	\$4.00 / \$48.00	\$ 54.00	\$ 62.00	\$8.00 / \$96.00	\$ 67.50	\$ 78.00	\$10.50 / \$126.00

	SR1 SC2	Increase	Diff./ Month / Yr	SR2 SC3	Increase	Diff./ Month / Yr	SR3 SC4	Increase	Diff./ Month / Yr
Res. Stormwater (+\$1.00)	\$ 3.65	\$ 4.65	\$1.00 / \$12.00	\$ 5.00	\$ 6.00	\$1.00 / \$12.00	\$ 6.35	\$ 7.35	\$1.00 / \$12.00
Comm. Stormwater (10%)	\$ 27.00	\$ 30.00	\$3.00 / \$36.00	\$ 54.00	\$ 60.00	\$6.00 / \$72.00	\$ 67.50	\$ 75.00	\$7.50 / \$90.00

**Electric Fund Inventory
As of 4/27/16**

Warehouse Inventory:

Electric	\$ 812,560
Total	1,015,360

Electric Meter Inventory (not included in warehouse inventory):

Description	Quantity	Unit Price	Total Inventory Value
House Meters			
1ø Elster 240v House Meter	142		
1ø Vision 240v House Meter	101	\$67.85	\$16,487.55
1ø Elster 120v House Meter	3		
1ø Itron Centron 120v House Meter	16	\$110.00	\$2,090.00
Total 1ø Meters	262		\$18,577.55
Demand Meters			
1ø Itron Sentinel Fm 2S (Reset 16th)	24	\$287.00	
1ø Itron Sentinel Fm 2S (Reset 28th)	36	\$287.00	\$17,220.00
3ø Itron Sentinel Fm 16S (Reset 16th)	53	\$203.95	
3ø Itron Sentinel Fm 16S (Reset 28th)	24	\$203.95	\$4,947.80
3ø Itron Sentinel Fm 10A (Reset 16th)	86	\$279.50	
3ø Itron Sentinel Fm 10A (Reset 28th)	32	\$279.50	\$9,030.00
Total 3ø Demand Meters	255		\$31,197.80
Grand Total Meter Inventory	517		\$49,775.35

Tree Trimming Cost Moved to Electric

<u>Department Number</u>	<u>Department Description</u>	<u>Amount</u>
10-40-6110-1500	Brown Library	3,250
10-40-6130-1501	Buildings & Grounds	5,000
10-40-6130-1504	Buildings & Ground Veteran's Park	3,000
10-40-6130-7301	Buildings & Grounds Beebe Park	2,600
39-90-4740-7300	Cemetery	<u>3,000</u>
		\$
	Total	16,850

Load management switch orders were left at 1000. If the order was reduced to 500 then the price doubles. We reduced the number of switches to be installed each month and pushed out lead time for ordering switches.

David Carraway reviewed the number of desktop, laptop and tablet computers with Council.

Mr. Roberson discussed the sidewalk paving project at the sports complex. He advised a meeting will be held with people in wheelchairs regarding accessibility to the bleachers, dugouts, etc. He will then bring back a recommendation to Council. Councilmember Beeman was in agreement with the suggested process.

Mr. Roberson thanked staff and Council for their work on the budget. He confirmed that staff will contact ElectriCities regarding the rate study.

Councilmember Brooks asked why the City doesn't pay for his wife to attend conferences with him as he only attends two events per year. He noted that when he was on Council before that he didn't have to pay for her to attend and feels this has changed. Mr. Roberson explained that he believes Mr. Brooks is referring to when Council members attend the ElectriCities Annual Conference, ElectriCities pays for the spouse to attend. But if the spouse attends the NCLM annual conference, then it is the responsibility of the council member to pay for the spouse. Mr. Roberson said that according to our policy, the City only pays for the Council member to attend.

Mayor Hodges discussed the \$500 individual education appropriation for each. Councilmember Mercer reviewed the history of the implementation of the \$500 limit stating that if a member wanted to attend something outside of the normal events that all members attended which included: NCLM annual conference, ElectriCities, Town Hall Day, etc. they would use the \$500. Councilmember Pitt and Councilmember Brooks requested that these items be revisited.

Councilmember Beeman asked for clarification on how ElectriCities arrives at their rates. Councilmember Mercer said that ElectriCities can determine the rates and we need to tell them that no rates will be set below wholesale cost. Council was in agreement to have ElectriCities review the rates.

ADJOURN

By motion of Councilmember Pitt, seconded by Councilmember Beeman, Council adjourned the meeting at 7:30pm until Monday, May 9, 2016 at 5:30pm in the Council Chambers at the Municipal Building.

(subject to approval of City Council)

s/Cynthia S. Bennett, MMC
City Clerk

The Washington City Council met in a regular session on Monday, May 9, 2016 at 5:30pm in the City Council Chambers at the Municipal Building. Present were: Mac Hodges, Mayor; Virginia Finnerty, Mayor Pro tem; Doug Mercer, Councilmember; Richard Brooks, Councilmember; Larry Beeman; Councilmember and William Pitt, Councilmember. Also present: Bobby Roberson, City Manager; Franz Holscher, City Attorney and Cynthia S. Bennett, City Clerk.

Mayor Hodges called the meeting to order and Councilmember Brooks delivered the invocation.

APPROVAL OF MINUTES:

By motion of Councilmember Pitt, seconded by Councilmember Beeman, Council approved the minutes of April 25th & April 26th, 2016 as presented.

APPROVAL/AMENDMENTS TO AGENDA

Mayor Hodges reviewed the requested amendments to the agenda:

- Add Eltha Booth – flag presentation
- Remove from Consent for discussion purposes: Consent Item A: Adopt/Approve – Budget Ordinance Amendment for Electric Cost of Service Rate Study and Approve purchase order

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council approved the agenda as amended.

RECOGNITION:

ELTHA BOOTH – FLAG PRESENTATION



Ms. Booth has requested the flag be flown on the tallest flagpole in the City – which is located on Respass Street.

CONSENT AGENDA:

By motion of Councilmember Mercer, seconded by Councilmember Brooks, Council approved the consent agenda as amended.

- A. *Item removed from Consent for discussion:* Adopt/Approve – Budget Ordinance Amendment for Electric Cost of Service Rate Study and Approve purchase order
- B. Approve – Purchase Order >\$20,000 *BCI Utility Construction in the amount of \$61,012 for the underground electric project in Country Club Estates

ITEM A FROM CONSENT: ADOPT/APPROVE – BUDGET ORDINANCE AMENDMENT FOR ELECTRIC COST OF SERVICE RATE STUDY AND APPROVE PURCHASE ORDER

Councilmember Mercer requested the budget ordinance for the cost of service study of the electric rates be removed as we had a study prepared in October. We should look at that cost of service study and make necessary adjustments in accordance with the October report.

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council agreed not to approve the budget ordinance amendment and purchase order for the electric cost of service study, but to spend some time reviewing the existing study and make the necessary adjustments to our rates based on the study that was prepared in October.

COMMENTS FROM THE PUBLIC:

Scott Campbell urged Council to reconsider funding for the façade grant program, saying it is a very effective program. He received over 50 signatures on a petition to keep the façade grant program.

Susan Zachary stated that she has nothing against Sound Rivers, but feels they need to pay for their rent and that all outside agencies should be treated the same. She recommends that Sound Rivers be given a period of 3 months to decide if they want to pay rent and if they don't then they should move someplace else.

Harrison Marks – Executive Director of Sound Rivers explained their organization was founded approximately 35 years ago and was formerly known as PTRF. They have occupied the existing space for probably the entire time they've been in existence. He stated the City has deemed space as surplus and Sound Rivers believes they are being good stewards of their donations.

PUBLIC HEARING 6:00PM– ZONING: NONE

OLD BUSINESS:

APPROVE – “SAVE THE POOL CAMPAIGN”

Background and Findings: The Pool Committee would like to enlist approval and support of a campaign to raise the necessary funding to replace the Dehumidification System at the Moore Aquatic and Fitness Center. The goal is to raise half of the \$300,000.00 to replace the system at the pool, in recognition of the City providing the additional match. The committee requests the campaign to run through December 31, 2016. The proposed ideas for fundraising are as follows; tile mural in the kiddie pool area, triathlon around the Sports Complex, swim-a-thons, and car washes. The Committee will be seeking support from corporate sponsors, as well as the Beaufort County Board of Education.

Kristi Roberson & Matt Rauschenbach explained that the pool committee has met and put together a proposal to try and raise half of the money for the Dectron unit. The pool committee wants to put together some fundraising efforts by joining forces with corporate sponsors, such as the Board of Education. Ms. Roberson explained that she and Mr. Rauschenbach met with the school board and presented a non-action item. The pool committee is interested in a tile fund raiser, summer kick-off, triathlon around the sports complex, swim-a-thon, car washes, raffle tickets, etc. Is Council willing to match the \$150,000 if the pool committee could raise the other \$150,000.

Councilmember Mercer stated he had no problem with the fundraising campaign as suggested. But inquired as to who authorized the ad in the paper on Saturday. He stated the ad was published prematurely being Council hasn't approved the fundraising efforts. The City Manager explained he authorized the ad.

Councilmember Brooks said the fundraising campaign was a good idea.

Mayor Pro tem Finnerty inquired if the proposal that was presented to the school board was agreed upon and do we have the agreement in writing. Kristi Roberson explained that Council would need to approve the corporate membership first and the school board has not approved the increase in the swim team usage fees. Matt Rauschenbach explained the revised numbers were presented so the school board could include the increases in their budget. Mayor Pro tem Finnerty asked why we don't charge admission fees for the swim meets. Ms. Roberson explained that the school board pays to rent the facility and we (the City) doesn't charge admission fee – but the group renting the facility could charge an admission fee if they chose to.

Councilmember Pitt asked if the Beaufort County Board of Commissioners had been approached for funding assistance. Mr. Rauschenbach noted the request is part of the outside agencies request and will be presented on May 24th. Ms. Roberson stated the pool committee will be meeting on Thursday to review the fundraising ideas.

A motion was made by Councilmember Brooks and seconded by Councilmember Beeman to support the "Save the Pool Campaign".

Discussion was held regarding what happens if the committee doesn't raise \$150,000.

The City Manager explained an appropriation of \$500,000 is set aside in a facilities maintenance reserve fund. If the Dectron unit fails, staff would have to come back to Council to appropriate funding for the replacement of the unit.

Motion restated: A motion was made by Councilmember Brooks and seconded by Councilmember Beeman to support the "Save the Pool Campaign". (\$150,000 proposed to be raised by the "Save the Pool Campaign" and \$150,000 funded by the City for the replacement of the Dectron unit.) Voting in favor of the motion: Brooks, Pitt & Beeman. Voting against: Mercer & Finnerty. Motion carried 3-2.

PUBLIC HEARING 6:00PM – OTHER:
DISCUSSION: FISCAL YEAR 16-17 PROPOSED BUDGET

Mayor Hodges opened the public hearing and requested comments be limited to 3-4 minutes.

- Carl Crozier has been a member of the pool for over 10 years and volunteers for the swim meets. He supports the pool and sees it as a long-term investment. In the last year we had our first swimming championship.
- Scott Pake stated they have over 400 swimmers in 5 pools across eastern NC. 50 swimmers go to the pool 5 days a week for practice. They are all paying members of the pool that equates to \$12,000 per year. People are impressed with what is being accomplished at the pool. He is a

county resident and a paying member. He would be in favor of the county giving financial support for the pool. We are paying dues set by City. We need to do more to get people there during the day. We need more families to join.

- Mayor Hodges said it is the function of the county to provide funding for the pool if the schools are using it at this magnitude. We need help with the funding.
- Mayor Pro tem Finnerty – the question isn't whether it's valuable, we know that it's important—we just need to know where the money is coming from – what are the supporters going to do to raise funds to save the pool. We all need to work together to find the financial solution.
- Councilmember Mercer said when the pool was built we were spending about \$75,000-\$100,000 to support pool. Now we are spending \$300,000 per year to support the pool. The membership has dropped.
- Mayor Hodges stated when the pool opened it was the only one around. We need to increase membership.
- Councilmember Beeman said we need to reiterate what we are voting on tonight. We are not voting tonight to close the pool, there is money in budget to keep pool open we are looking for help to provide funding to offset the cost for Dectron as well as ways to increase membership. Council voted tonight to support the “Save the Pool Campaign”.
- Sandra Spence noted the pool is a wonderful facility as it provides physical and mental improvements for your body.
- Jim Biese explained things like this are happening all over the country – people are quitting. You are quitting on the kids. Don't quit – do what you have to do. The kids did their role by winning the state championship, now it's time to do your role.
- Susan Howard said her son brought home the championship. Washington High School hasn't brought home a swimming championship in over 30 years. She stated that none of the Councilmembers use the pool, but are members and don't even pay. She uses the pool for therapy. There is too much at stake for our community and our kids to close the pool. It's the job of City Council to get members in pool. She agreed that the county should help pay.
- Matt O'Neal said there's never enough money. Council finds money for things they want. The people want the pool – find the money.
- Crystal Andrews said her son Kevin Andrews sn on the swim team. Her daughter works at the pool teaching swim classes. It's a matter of public safety – children need to know how to swim. What will happen to WHS swim team if the pool is closed?
- Sue Paszts said she is a new member of the pool. It is a wonderful facility. We need leadership from the Council to keep the pool open.
- Marie Freeman Barber stated it takes a village to raise a child. We need longer hours for open swim, we need more than two hours a day. Open the facility for churches, day care, youth groups for swim lessons. Make sure fees are reasonable for all. Certain days – certain hours provide an open swim discount add short term memberships (3 months). Everyone has to get involved to make the pool a success.
- Tristen Pake said his dream is to become an Olympic swimmer. It is very difficult to travel 45 minutes to Greenville every day to practice. Swimming is the best sport for mind, body and health.
- Lydia Smith said she is part of the swim team that practices at pool. Don't close pool.
- Oscar Warren – don't close pool.
- Spencer Pake – it takes a lot of courage for children to speak in front of Council. This is the third time coming to Council speaking about saving the pool. The swim championship has put

Washington on the map. He thanked Council for supporting the save the pool campaign. If the day comes and they might come up short – look at the pool as an investment for health, community and children. Another local pool just closed.

- April Schmitt – said her son swims on the local swim team. Look at the number of lives that have been saved by learning how to swim at our pool.
- David Mays –He understands that Council has to think about the money. The good news is that Dr. Phipps is going to try to get on board and support the pool.
- Councilmember Mercer hopes everyone that is present tonight will attend the County Commissioner meeting on May 24th when they talk about funding for the pool.

There being no further comments, the public hearing was closed.

SCHEDULED PUBLIC APPEARANCES: NONE

CORRESPONDENCE AND SPECIAL REPORTS:

MEMO – “SAVE THE POOL CAMPAIGN” BOARD OF EDUCATION PRESENTATION

(accepted as presented)

Save the Pool Humidifier Fundraiser

To demonstrate the communities’ support of the Hildred T. Moore Aquatic & Fitness Centers continued existence as an important element of the many fine recreational resources available to our schools & community in a limited funding availability environment the Pool Advisory Committee would like to request Council’s support and approval of a campaign to raise the necessary funding to replace the facilities dehumidification system.

- System replacement cost \$300,000
- City funding not available
- Pool committee will raise \$150,000
 - o Fundraisers
 - o Sponsors (BC school system, McConnell’s)
- City dollar for dollar match requested
- Time frame- complete by December 31, 2016

Beaufort County School System

- Contribute \$25,000 to save the pool capital campaign
- Swim team pool usage fee- increase from \$1,800 to \$7,560/year
- Corporate membership for school system employees:
 - o Individual rate/month \$25 (30% discount)
 - o Family 30 (30% discount)
 - o Application fee 0 (\$25 waived)
 - o Vidant Health wellness program participation at no charge

MEMO – CONTRACTS FOR PETROLEUM PRODUCTS

(accepted as presented)

The purpose of this request is to inform Council of contract commitments for petroleum product requirements for the City for a period of 2 years from July 1, 2016 through June 30, 2018.

Contract awarded as follows:

<u>Vendor</u>	<u>OPIS</u>	<u>Margin</u>	<u>Cost per Gallon</u>	<u>Estimated Usage</u>
A. <u>Potter Oil</u>				
87 Octane Gasoline (Tankwagon)	\$1.6098	\$.2044	\$1.8102	\$2,715.30
B. <u>Pitt Country Mart</u>				
Diesel (Transport)	\$1.2011	\$.0329	\$1.234	\$98,720.00
87 Octane Gasoline ethanol free (Transport)	\$1.6098	(\$.0346)	\$1.5752	\$315,040.00
Diesel (Tankwagon)	\$1.2122	\$.1799	\$1.3921	\$187,237.45
Kerosene 1-K	\$2.699	\$.0000	\$2.699	\$3,508.70
TOTAL				\$607,221.45

Price fluctuations will be governed by the bid margin above or below the OPIS Average Rack price for the commodity on the day March 29, 2016 at Selma, NC. The City will pay the Average Rack price for the commodity on the day of delivery plus or minus the margin bid on March 29, 2016.

Councilmember Mercer inquired why we were buying ethanol and non-ethanol fuel. If they're priced the same we should only buy non-ethanol. Matt Rauschenbach will follow up on this item.

REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES: NONE

APPOINTMENTS: NONE

OLD BUSINESS:

ADOPT – BUDGET ORDINANCE AMENDMENT TO APPROPRIATE FUNDS FOR THE PURCHASE OF 411 WEST 2ND STREET PROPERTY

BACKGROUND AND FINDINGS: This purchase secures the property on the north side of the library for parking or other expansion.

By motion of Councilmember Pitt, seconded by Councilmember Beeman, Council adopted a budget ordinance amendment to appropriate funds for the purchase of the 411 W 2nd St. property.

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2015-2016**

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

Section 1. That the following account numbers in the Miscellaneous department of the General Fund appropriations budget be increased in the amounts indicated to provide funding for the purchase of the 411 W 2nd St. property for the library.

10-00-4400-7100 Land Acquisition \$ 70,000

Section 2. That the following account numbers in the General Fund Estimated Revenues be increased in the amounts indicated.

10-00-3991-9910 Land Acquisition \$ 70,000

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall become effective upon its adoption.

Adopted this the 9th day of May, 2016.

ATTEST:
s/Cynthia S. Bennett
City Clerk

s/Mac Hodges
Mayor

AWARD/APPROVE – CONTRACT FOR FAIRFIELD INN & SUITES WATER & SEWER AND APPROVE CORRESPONDING PURCHASE ORDER

BACKGROUND AND FINDINGS: Originally, this project was bid on Thursday, April 14, 2016 and the low bidder withdrew his bid on Friday, April 15th; therefore, all bids were rejected and the project was re-advertised. On Tuesday, May 3, 2016, we received bids for this project. As noted on the attached bid tabulation sheet, AAHW Construction was the low bidder at \$108,000.00. This project is funded by a Rural Infrastructure Grant, the Developer and a local City match. Barring any unforeseen change orders, it should finish well under the budgeted amount.

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council awarded the contract for the Fairfield Inn & Suites Water & Sewer Project and approved the corresponding purchase order. *AAHW Construction - \$108,000.00

CITY OF WASHINGTON, N.C.
BID TABULATION SHEET
PROJECT: WATER & SEWER IMPROVEMENTS FAIRFIELD INN AND SUITES
LOCATION: MUNICIPAL BUILDING-COUNCIL CHAMBERS
BIDS OPENED: TUESDAY, MAY 3, 2016 @ 2:00 PM

CONTRACTOR ADDRESS		James I. Cayton P.O. Box 3198 New Bern, N.C.	Hendrix-Barnhill, Inc P.O. Box 1904 Greenville, N.C.	Step Construction, Inc. 3423 Brothers Road LaGrange, N.C.	AAHW Construction 1935 W 5th St. Washington, N.C.						
LISC#/BID BOND		29341	5%	4883	5%	67060	5%	75351	Cert. Ck.		
NO.	QTY.	UNIT	DESCRIPTION	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
1	520	LF.	8" WATERMAIN	25.00	13000.00	36.6923	19080.00	40.00	20800.00	25.00	13000.00
2	305	LF.	8" GRAVITY SEWER MAIN	65.00	19825.00	93.85	28625.00	53.00	16165.00	60.00	18300.00
3	70	LF.	BORE STEEL CASING		25000.00		35000.00		15000.00		17500.00
4	1	EA.	FIRE HYDRANT		4500.00		5025.00		5000.00		4500.00
5	3	EA.	MANHOLES		18000.00		8100.00		15000.00		13500.00
6	1	EA.	SERVICE TAP /BFP/METER		22000.00		11925.00		14000.00		11000.00
7	1	EA.	FIRE SPRINKLER TAP/BFP		25000.00		26390.00		26000.00		12000.00
8	1	EA.	POTABLE TAP/BFP/METER		25000.00		30840.00		28000.00		14200.00
9	2	EA.	SEWER CONNECTION		5000.00		25810.00		4000.00		4000.00
TOTAL BID					157,325.00		190,795.00		143,965.00		108,000.00

AUTHORIZE – MAYOR TO EXECUTE CIVIC CENTER LEASE

BACKGROUND AND FINDINGS: Current one year lease expires June 30, 2016. Proposed lease is for a one year term, fixes the City subsidy at \$35,000/year, and includes a 50/50 profit sharing provision between the two entities based on the change in net assets as reported in the independent auditors report.

The City Manager explained the contract was reduced to one year due to the thirty day public notice requirement, which was recently increased from ten days. We will negotiate a 3-5 year contract next time.

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council authorized the Mayor to execute the lease agreement for the Civic Center with the TDA.
(copy attached)

AUTHORIZE – CITY MANAGER TO ENTER INTO LEASE WITH SOUND RIVERS

BACKGROUND AND FINDINGS: The current lease with Sound Rivers expires June 30, 2016. There are no changes in the lease renewal.

Councilmember Mercer expressed concern that we have several organizations receiving rent free space at the Peterson Building. If they use our facilities rent free then this should show as contributions under the outside agency list as an in-kind contribution. We should delay action on this lease until we have an opportunity to contact Sound Rivers as well as the other tenants to see if they are willing to pay the \$1.75 per sq. ft.

Mayor Hodges suggested we should approve the lease tonight and review this topic later in the year in order to allow time for rent negotiations and for the tenants to prepare their budgets.

Councilmember Brooks noted the agreement is only for one year.

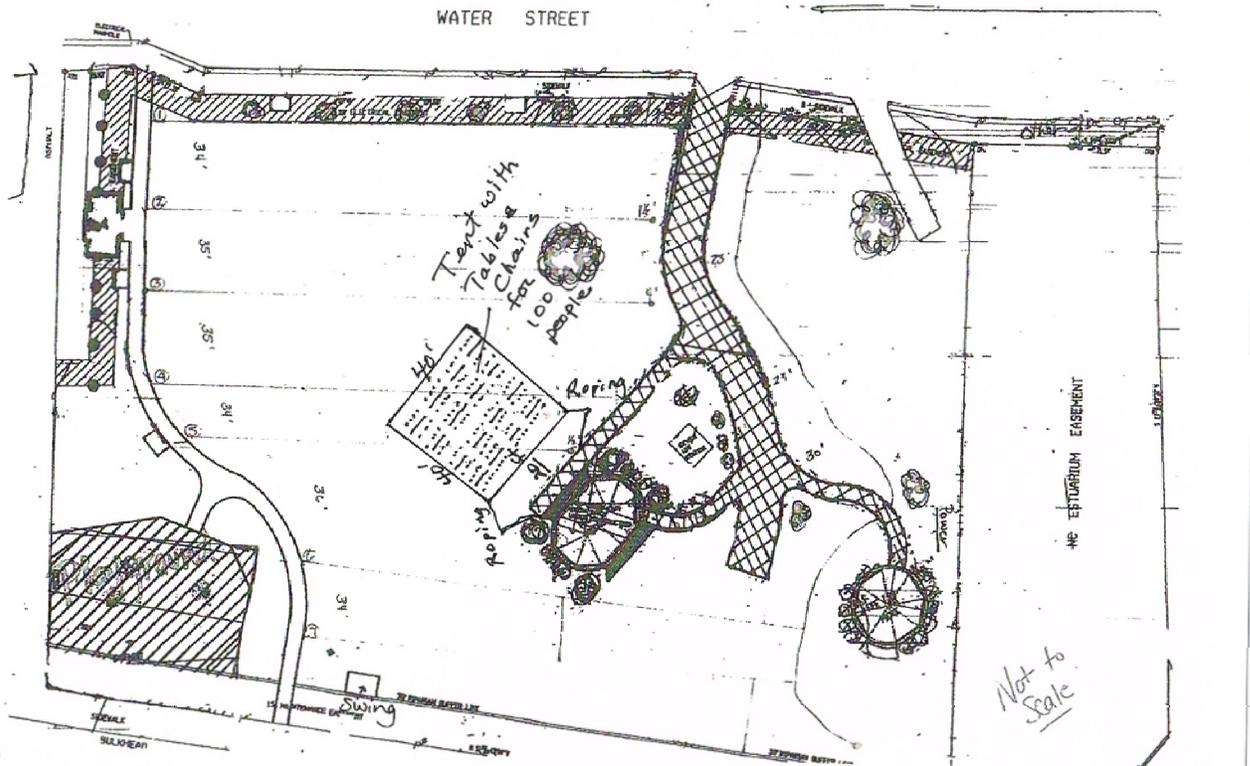
By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council authorized the City Manager to enter into a lease with Sound Rivers Inc.
(copy attached)

NEW BUSINESS:**REQUEST – SHARON ALLIGOOD, UNITED STATES POWER SQUADRON – BEER GARDEN AT FESTIVAL PARK EVENT**

Sharon Alligood and the United States Power Squadron requested approval to serve alcoholic beverages for an event at Festival Park on 6/18/2016, between the hours of 6:00pm and 9:00pm. Attached is a diagram of the Stage and a tent that will be utilized for this event.

United States Power Squadron, District 27 will hold a Rendezvous in Washington NC 6/17 - 6/19 with approximately 100 members in attendance from across North Carolina. Pamlico Sail and Power Squadron will be hosting this event. As part of that Rendezvous, we have entered into a contract with the City of Washington, Parks and Recreation Department, to utilize the main stage and the Festival Park for an all-day event beginning with a Flag Raising Ceremony at 9:00 am. concluding that evening with a catered dinner and service of alcoholic beverages to our members. ABC permits and

insurance certificates are in the application stage and will be provided prior to the event. United States Power Squadrons is a Non-Profit Organization.



Councilmember Mercer asked if the event will be limited to Power Squadron members. Sharon Alligood replied the event is by invitation only.

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council agreed to grant the request to Power Squadron to allow the serving of alcoholic beverages at Festival Park (6/18/2016 between the hours of 6:00pm and 9:00pm).

Ms. Alligood asked for a waiver of the requirement of having police officers at the event even though alcohol is being served. Councilmember Brooks stated that we need to have the same rules for every event. Director Drakeford explained normally two officers are required, but this event could be managed with one officer at a rate of \$45 per hour.

ADOPT – OTHER ATTORNEY FEE BUDGET ORDINANCE AMENDMENT

BACKGROUND AND FINDINGS: The \$10,000 budget for other attorney fees has been exhausted, a bill is outstanding, and the case is yet to be resolved.

Councilmember Mercer asked if \$15,000 will get us through the remainder of the fiscal year. Mr. Roberson advised that it would not cover all of the expenses.

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council adopted a Budget Ordinance Amendment to provide additional funds for the legal defense of the Don Stroud zoning appeal.

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2015-2016**

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

Section 1. That the Estimated Revenues in the General Fund be increased in the amount of \$15,000 in the account Fund Balance Appropriated, account number 10-00-3991-9910.

Section 2. That the following account numbers in the Legal department of the General Fund appropriations budget be increased in the amounts indicated for anticipated legal expense to defend the Don Stroud zoning appeal:

10-00-4150-0401 Other Legal Fees \$ 15,000

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall become effective upon its adoption.

Adopted this the 9th day of May, 2016.

ATTEST:
s/Cynthia S. Bennett
City Clerk

s/Mac Hodges
Mayor

ANY OTHER ITEMS FROM CITY MANAGER: None

ANY OTHER BUSINESS FROM THE MAYOR OR OTHER MEMBERS OF COUNCIL:

Mayor Hodges discussed the possibility of the City applying for a Tiger Grant to assist with the streetscape project downtown with a reference to utility projects. Councilmember Mercer will follow up with Mid-East regarding the Tiger grant and any other grants that could assist with this project.

CLOSED SESSION: UNDER NCGS § 143-318.11 (A)(6) PERSONNEL

By motion of Councilmember Pitt, seconded by Councilmember Brooks, Council entered into closed session under NCGS § 143-318.11 (A)(6) Personnel at 7:07pm.

By motion of Councilmember Brooks, seconded by Councilmember Pitt, Council agreed to come out of closed session at 7:22pm.

ADJOURN

By motion of Councilmember Pitt, seconded by Councilmember Brooks, Council adjourned the meeting at 7:25pm until Monday, May 23, 2016 at 5:30pm in the Council Chambers at the Municipal Building.

(subject to approval of City Council)

s/Cynthia S. Bennett, MMC
City Clerk



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Stacy Drakeford, Director Police and Fire Services
Date: May 16, 2016
Subject: Walmart Grant
Applicant Presentation: N/A
Staff Presentation: Stacy Drakeford

RECOMMENDATION:

I move that City Council authorizes Police and Fire Services to apply for the Walmart grant. The grant will not exceed \$ 2,500.

BACKGROUND AND FINDINGS:

This grant will fund the Christmas shop with a Washington Public Safety Officer. This is another initiative of the Washington Police and Fire Services to foster better relations with the community's youth. There is no local match.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

City Manager Review: PHC Concur _____ Recommend Denial _____ No Recommendation
5/16 Date May 23, 2016
Page 18 of 71



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Matt Rauschenbach, Administrative Services Director
Date: May 23, 2016
Subject: Approve Grimesland Project Engineer PO
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that City Council approve the \$20,000 PO to Booth & Associates, Inc. for the engineering of the Grimesland Road project.

BACKGROUND AND FINDINGS:

Project is budgeted for FY 2016 fiscal year. Booth will manage the bidding process for this project with bids to be received and awarded prior to fiscal year end.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

Currently Budgeted Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

Requisition

City Manager Review: *AAA* Concur Recommend Denial No Recommendation
5/16 Date

**Requisition Form
City Of Washington
P.O BOX 1988
WASHINGTON, NC 27889**

Requisition #: 1821
PO #: Not Assigned
User Name: jclark

Date: 5/16/2016
Approved By:
Approved Code:
Total Amount: \$20,000.00
Ship To: CITY OF WASHINGTON
WAREHOUSE (ELEC)

BOOTH & ASSOCIATES, INC.
5811 GLENWOOD AVE., SUITE 109
RALEIGH, NC 27612

confirming
Electric
Jeff Clark
341-0844

Quantity	Item Description	Project Number	Unit Price	Extended
1	Engineering work on Grimestand Road project		\$20,000.00	\$20,000.00

Sub Total	\$20,000.00
Shipping	\$0.00
Tax	\$0.00
Total	\$20,000.00

<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>
35-90-8390-7400	EQUIPMENT PURCHASES	\$20,000.00
Total		\$20,000.00

Requisition Approval History

Approval Date	Approval Description	Approved by	PO Number
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REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Matt Rauschenbach, Administrative Services Director
Date: May 23, 2016
Subject: Approve BE Singleton PO
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that City Council approve the \$96,640 PO to B.E.Singleton & Sons, Inc. for storm water drainage improvements.

BACKGROUND AND FINDINGS:

Project is budgeted for FY 2016 fiscal year and will be formally bid out in June.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

Currently Budgeted Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

Requisition

City Manager Review: MR Concur Recommend Denial No Recommendation
5/16 Date

**Requisition Form
City Of Washington
P.O BOX 1988
WASHINGTON, NC 27889**

Requisition #: 1832
PO #: Not Assigned
User Name: FBUCKJR

Date: 5/17/2016
Approved By:
Approved Code:
Total Amount: \$96,640.00
Ship To: CITY OF WASHINGTON CITY HALL
(PW)

B.E. SINGLETON & SONS INC.
920 W. 3RD STREET
WASHINGTON, NC 27889

DO NOT MAIL PER FRANKIE BUCK

Quantity	Item Description	Project Number	Unit Price	Extended
1	DRAINAGE IMPROVEMENTS		\$96,640.00	\$96,640.00

Sub Total	\$96,640.00
Shipping	\$0.00
Tax	\$0.00
Total	\$96,640.00

<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>
34-90-5710-7400	EQUIPMENT PURCHASES	\$96,640.00
Total		\$96,640.00

Requisition Approval History

Approval Date	Approval Description	Approved by	PO Number
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REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Glen Moore, Planning Administrator
Date: May 11, 2016
Subject: Public Hearing: Consideration of a zoning change consisting of 2.19 acres of vacant property located on River Road.
Applicant Presentation: Donald Ayers
Staff Presentation: John Rodman, Planning & Development

RECOMMENDATION:

I move that the City Council accept the recommendation of the Planning Board to deny the rezoning request of the property located on River Road containing 2.19 acres, from R-15-S (Residential) to B-2 (Business/Commercial) and adopt the associated resolution.

OR

I move that the City Council not accept the recommendation of the Planning Board and approve the rezoning request of the property located on River Road containing 2.19 acres, from R-15-S (Residential) to B-2 (Business/Commercial) and adopt the associated resolution.

BACKGROUND AND FINDINGS:

A request has been made by Donald Ayers to rezone a 2.19 acre parcel of land on the north side of River Road, between Pamlico Drive and Magnolia Drive, just east of Washington. The property is identified by the Beaufort County Tax Office as parcel # 5695-03-6479 and is currently zoned R15-S (Residential). The proposed zoning requested is for B-2 (Business / Commercial).

The Rezoning request is not consistent with the Comprehensive Land Use Plan and the Future Land Use Map. The Planning Board voted unanimously to recommend to City Council to deny the rezoning request.

PREVIOUS LEGISLATIVE ACTION

Planning Board meeting – May 2, 2016



**RESOLUTION OF THE CITY OF WASHINGTON ADOPTING THE PLAN
CONSISTENCY REVIEW STATEMENT FOR A PROPOSED ZONING MAP
AMENDMENT**

WHEREAS, The City of Washington received a request to rezone property from R15-S (Residential) to B-2 (Business/Commercial) specifically identified as Beaufort County Tax Parcel 5695-03-6479;

WHEREAS, effective January 1, 2006, North Carolina General Statute 160A-383 requires that "prior to adopting or rejecting any zoning amendment" each local governing board "shall adopt a statement describing whether its action is consistent with an adopted comprehensive land use plan and explaining why the board considers the action taken to be reasonable and in the public interest";

WHEREAS, this zoning request was duly advertised and was the subject of a public hearing by the Council of the City of Washington on May 23, 2016;

WHEREAS, the Council for the City of Washington has considered the application to amend the Zoning Map and finds that the amendment is not warranted, in order to achieve the purposes of the Comprehensive Land Use Plan and the Future Land Use Map;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington, North Carolina that, the Plan Consistency Review Statement presented by the Planning Board be adopted and as a result, the adoption of the proposed rezoning of the subject parcel be denied.

Adopted this 23rd day of May 2016.

Jay MacDonald Hodges, Mayor

ATTEST:

Cynthia Bennett, Clerk



**RESOLUTION OF THE CITY OF WASHINGTON REJECTING THE PLAN
CONSISTENCY REVIEW STATEMENT FOR A PROPOSED ZONING MAP
AMENDMENT**

WHEREAS, The City of Washington received a request to rezone property from R15-S (Residential) to B-2 (Business/Commercial) specifically identified as Beaufort County Tax Parcel 5695-03-6479;

WHEREAS, effective January 1, 2006, North Carolina General Statute 160A-383 requires that "prior to adopting or rejecting any zoning amendment" each local governing board "shall adopt a statement describing whether its action is consistent with an adopted comprehensive land use plan and explaining why the board considers the action taken to be reasonable and in the public interest";

WHEREAS, this zoning request was duly advertised and was the subject of a public hearing by the Council of the City of Washington on May 23, 2016;

WHEREAS, the Council for the City of Washington has considered the application to amend the Zoning Map and finds that the amendment is warranted, in order to achieve the purposes of the Comprehensive Land Use Plan and the Future Land Use Map;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington, North Carolina that, the Plan Consistency Review Statement presented by the Planning Board be rejected and as a result, the adoption of the proposed rezoning of the subject parcel be approved.

Adopted this 23rd day of May 2016.

Jay MacDonald Hodges, Mayor

ATTEST:

Cynthia Bennett, Clerk

City of Washington
Department of Planning and Development
Rezoning Request Application

Page 1: Ownership, Property and Zoning Request Information

Date: _____ Fee: 150.00

OWNERSHIP INFORMATION

Applicant Name: Estate of Dora Ayers (Donald Ayers)

Address: 1195 Ayers Lane Williamston NC 27892

Phone No.: 252-714-5159

Applicant's Legal Interest in the Property:
Executor of Estate/Owner

Owner: ~~Executor of Estate of Dora Ayers/Donald Ayers~~

Address: 1195 Ayers Lane Williamston NC 27892

Phone No.: 252-714-5159

Date Property Acquired: _____ Deed Reference: 993-406

PROPERTY INFORMATION

Tax Map: _____ Parcel Number: 5695-03-6479

Area (square feet or acres): 2.2 ± acres

Current Land Use: vacant land

Location of Property: River Road / Pamlico Village

ZONING REQUEST INFORMATION

Existing Zone: R155 Requested Zone: B-2

Reason for zoning change and a statement regarding the changing conditions, in the area and in the City, that makes the proposed amendment reasonably necessary to the promotion of the public health, safety and general welfare.

Property is for sale, covenants of Pamlico Village state this property is commercial

Continue to Page 2 of the Rezoning Request Application

Return to: [Home] [Planning & Development] [Zoning Applications & Forms]

City of Washington
Department of Planning and Development
Rezoning Request Application
 Page 3: Legal Description and Owner/Agent Statement

LEGAL DESCRIPTION (Metes and Bounds Description):

To Wit: 2.2 ± acres Pamlico Village

Location: Pamlico Village

OWNER/AGENT STATEMENT

I, Donald Ayers, being the Owner or Agent acting on behalf of the owner request that the attached rezoning request of 5695-03-6479 be placed on the agenda of the Planning Board meeting scheduled for 4/26/16.

I certify that all of the information presented by me in this application is accurate to the best of my knowledge, information, and belief. I authorize the City of Washington to place a sign on the property in question for the purpose of alerting the general public of my request, no less than seven (7) days prior to the meeting.

I understand that failure to address any item in these requirements may result in the rezoning not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

Signature: Donald T. Ayers Date: 4-5-16

NOTE:
Agents acting on behalf of property owners must submit a notarized letter from the property owner which gives them authority to act on their behalf.

Return to: [[Home](#)] [[Planning & Development](#)] [[Zoning Applications & Forms](#)]



102 East Second Street
Washington, NC 27889
252-975-9383

May 11, 2016

Subject: Rezoning Request

Dear Adjoining Property Owner:

The Department of Planning and Inspections has received a request from Donald Ayers to rezone a 2.19 acre parcel of land on the north side of River Road, between Pamlico Drive and Magnolia Drive, just east of Washington. The property is identified by the Beaufort County Tax Office as parcel # 5695-03-6479 and is currently zoned R15-S (Residential). The proposed zoning requested is for B-2 (Business / Commercial).

The Washington City Council will hold its public hearing on the rezoning request at the following date and time:

- Date:** Monday, May 23, 2016
- Place:** City Council Chambers - City Hall - Municipal Building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.
- Time:** 6:00 P.M.

The public is welcome to attend this public hearing and present evidence either in support of or in opposition to the request. After the public hearing, the City Council will take action on the request.

During the meantime, should you have any questions, please feel free to call the Department of Planning and Development at 975-9317 during normal business hours Monday through Friday, 8:00 A.M. to 5:00 P.M.

Sincerely,

A handwritten signature in black ink, appearing to read "Glen Moore".

Glen Moore
Planning Administrator

**Notice of Public Hearing
Washington City Council**

NOTICE IS HEREBY given that the City Council of the City of Washington will conduct a public hearing on the 23rd day of May, 2016 at 6:00 p.m., in the City Council Chambers, on the second floor of the municipal building, located at 102 East 2nd Street. The purpose of the public hearing is to receive recommendations from the Planning Board and to act on the following item:

1. A request has been received from Donald Ayers requests to rezone a 2.19 acre parcel of land on the north side of River Road, between Pamlico Drive and Magnolia Drive, just east of Washington. The property is identified by the Beaufort County Tax Office as parcel # 5695-03-6479 and is currently zoned R15-S (Residential). The proposed zoning requested is for B-2 (Business / Commercial).

The public is welcome to attend the public hearing and present evidence either in support of or in opposition to the request. Members of the public with disabilities planning to attend the meeting should call 975-9383 to verify building accessibility. Prior to the meeting, questions may be directed to the Planning Office by calling 975-9384 Monday through Friday 8:00 am to 5:00 pm

**PUBLISHER'S AFFIDAVIT
CITY OF WASHINGTON
PLANNING DEPARTMENT**

**PLEASE PUBLISH ON
FRIDAY MAY 13TH 2016 & SUNDAY MAY 22ND 2016**

WORKSHEET FOR REZONING REQUESTS

Applicant: Donald Ayers
 Property Location: River Road
 Parcel ID: 5695-03-6479
 Lot Size: 2.19 acres
 Existing Zoning Designation: R6S (Residential)
 Proposed Zoning Designation: B-2 (Business / Commercial)
 Meeting Date: May 2, 2016

REASONABLE FINDINGS OF FACT

A. Size of the tract- The overall size of the tract of land proposed for rezoning is reasonable when compared to the size of the zoning district in which the subject property is located.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
B. Compatibility with a comprehensive plan- The proposed rezoning is consistent with any comprehensive plan, area plan or elements thereof.	<input type="radio"/> Yes	<input checked="" type="radio"/> No
C. Impact- The impact to the adjacent property owners and the surrounding community is reasonable, and the benefits of the rezoning outweigh any potential inconvenience or harm to the community.	<input type="radio"/> Yes	<input checked="" type="radio"/> No
D. Comparison of uses- The allowed uses within the proposed zoning district are similar or compatible to the surrounding area and zoning district.	<input type="radio"/> Yes	<input checked="" type="radio"/> No

 GRANTING THE REZONING REQUEST

Motion to grant the rezoning request upon finding that the rezoning is reasonable considering one or more of the above findings of fact A-D being found in the affirmative and that the rezoning advances the public interest.

DENYING THE REZONING REQUEST

Motion to deny the rezoning upon finding that the proposed rezoning does not advance the public interest and is unreasonable due to the following:

- A. The size of the tract.
- B. Incompatibility with the comprehensive plan or other adopted plan.
- C. Impact to surrounding community and immediate neighbors
- D. Permitted or special uses are not consistent with surrounding uses.

PLANNING BOARD REPORT – Rezoning – Donald Ayers

Per NCGS 160A-387, all proposed amendments to the zoning ordinance or zoning map shall have a written report provided from the Planning Board to the City Council within thirty (30) days of referral of the amendment to the Planning Board, or the City Council may proceed in its consideration of the amendment without the Planning Board report. Furthermore, in no case is the City Council bound by the recommendations, if any, of the Planning Board.

Per NCGS 160A-383, the Planning Board shall advise and comment on whether the proposed zoning amendment is consistent with all applicable officially adopted plans, and provide a written recommendation to the City Council that addresses plan consistency and other matters as deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with the officially adopted plans shall not preclude consideration or approval of the proposed amendment by the City Council.

PLANNING BOARD RECOMMENDATIONS

_____ **Approval** – the application is consistent with all of the objectives and policies for growth and development contained in the City of Washington Land Use Plan and Comprehensive Plan.

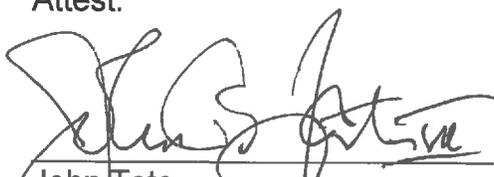
_____ **Approval with conditions** – the application is not fully consistent with all the objectives and policies for growth and development of the City of Washington Land Use Plan and Comprehensive Plan, so the following conditions are recommended in order to make it fully consistent:

X **Denial** – this project or application is not consistent with all the objectives and policies for growth and development of the City of Washington Land Use Plan and Comprehensive Plan.

_____ **Continued** – the application as presented requires additional information to be determined by the staff in order for the Planning Board to determine if the project is consistent with all the objectives for growth and development contained in the Washington Land Use Plan and Comprehensive Plan.

This report reflects the recommendation of the Planning Board, this the 2nd day of May, 2016.

Attest:



John Tate
Planning Board Chair



A. Glen Moore
Planning Administrator



Subject Property Facing Southeast



Subject Property Facing Northwest

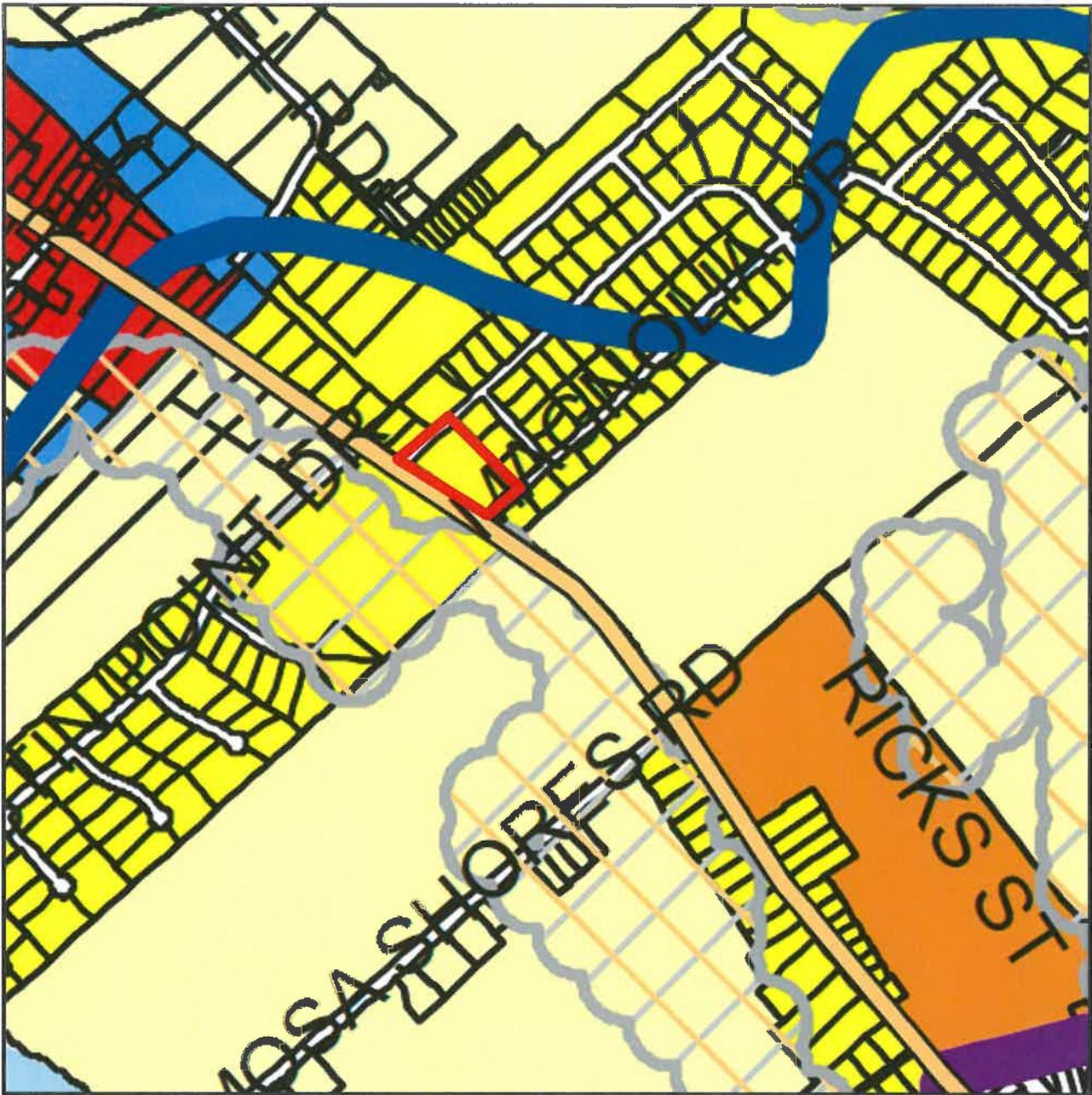


Rezoning Request – River Road



Zoning Map

Rezoning Request – River Road



Future Land Use



Property for
Rezoning

Legend

- Future Sewer Extension
 - Railroads
 - Airport
 - Bridges
 - Highway 17 Bypass
 - Major Roads
 - Corporate Limits
 - ETJ
 - Pitt County
 - Washington Park Planting Area
 - Jack's Creek Overlay
 - Entry Corridor Overlay
 - Historic District
 - Least Suitable Overlay
 - 16-Digit Hydrologic Code
 - Hydrology
- Future Land Use**
- Commercial Node
 - Neighborhood Commercial Node
 - Airport
 - Commercial
 - Office and Institutional
 - Heavy Industrial
 - Light Industrial
 - Mixed Use
 - High Density Residential
 - Medium Density Residential
 - Low Density Residential
 - Conservation

B2 GENERAL BUSINESS DISTRICT

	B2		
Permitted Uses	Permitted Uses	Permitted Uses	Permitted Uses
Contactors, General Building	Insurance Agencies (on site)	Skating Rinks	
Contractors (no outside storage)	Internal Service Facilities	Sport & Rec. Goods & Supplies	
Convenience Stores (gas pumps)	Jewelry Stores	Sporting Goods Store	
Convenience Stores (no gas)	Jewelry, Watches, & Stones	Sports & Rec Clubs, Indoor	
Cosmetic Shops	Landscape & Horti. Services	Sports Instructional Schools	
Country Clubs, Golf Courses	Laundromats, Coin Operated	Stationery Store	
Courier Service Substations	Laundry or Dry Cleaning Plants	Stock, Sec, or Comm Brokers	
Dairy Products Stores	Laundry or Dry Cleaning Subst	Tanning Salons	
Dance Schools	Law Offices	Taxi Terminals	
Day Care Centers, Adult (5 or <)	Luggage or Leather Goods	Taxidermists	
Day Care Centers, Adult (6 or >)	Market Showrooms (furniture)	Television or Radio Studios	
Day Care Centers, Child (5 or <)	Martial Arts Instruction Schools	Theaters, Indoor	
Day Care Centers, Child (6 or >)	Medical or Dental Labs	Tire Sales	
Depmnt, Variety, or Gen. Merc.	Medical, Dental, or Related Off	Tobacco Store	
Drugs and Sundries	Miscellaneous Retail Sales	Toys & Hobby Goods & Supp.	
Drugstores	Motion Picture Productions	Travel Agencies	
Durable Goods, Sundries	Motor Vehi. Sales, New & Used	Truck & Semi Rental, Heavy	
Econ, Soci, Educ. Research	Motorcycle Sales	Truck & Trailer Rental, Light	
Electrical Goods	Museums or Art Galleries	Truck Driving School	
Employment Agencies	Musical Instrument Sales	Truck Stops	
Engineer, Architect, or Survey	Newsstands	TV, Radio, or Electronic Repairs	
Equipment Repairs, Light	Noncommercial Research Org.	TV, Radio, or Electronic Sales	
Fabric or Piece Goods Stores	Office Machine Sales	Utility Company Offices	
Farm Implement Sales	Office Uses Not Classified	Utility Lines and Appurtenances	
Farmers Market	Optical Goods Sales	Utility Service Faci. (no outside)	
Finance or Loan Offices	Paint and Wallpaper Sales	Utility Substations	
Fire Stations	Paper & Paper Products	Veterinary Services	
Fish Market	Pawnshops or Used Mer Stores	Video Tape Rental & Sales	
Flea Markets, Indoors	Pest or Termite Control Services	Voca, Busi, or Secre. Schools	
Floor Cov, Drap, or Upholstery	Pet Stores	Wallpaper & Pain Brushes	
Florists	Photo Finishing Laboratories	Warehouses, (gen. stor outside)	
Flowers, Nurs. & Florist Supplies	Photocopying & Dupl Services	Watch or Jewelry Repair Shops	
Food Stores	Photography Studios		
Funeral Homes or Crematoriums	Physical Fitness Centers		
Furniture & Home Furnishings	Police Stations		
Furniture Sales	Post Offices		
Garden Centers or Retail Nurs.	Printing and Publishing		
Gardens	Pro. & Comm. Equip & Supplies		
Gift or Card Shops	Pump Stations		
Go-cart Raceways	Real Estate Offices		
Golf Courses	Record, Tape, and CD Stores		
Golf Courses, Miniature	Recreational Vehicle Sales		
Golf Driving Ranges	Rehab. Or Counseling Services		
Groceries & Related Products	Restaurants, Conventional		
Hardware	Restaurants, Fast Food		
Hardware Stores	Retreat Centers		
Hobby Shops	School Admin. Facilities		
Home Furnishings, Misc.	Security Services		
Hotels or Motels	Service Stations, Gasoline		
Ice	Shelter, Emergency		
Insurance Agencies (no on site)	Shoe Repair & Shoeshine Shops		

B2 GENERAL BUSINESS DISTRICT

B2		
Permitted Uses	Developmental Standards	Special Use Permits
ABC Stores	Athletic Fields	Auto Repair Services, Major
Accessory Uses and Structures	Elementary or Secondary Schools	Bars
Account, Audit or Bookkeeping	Government Offices	Billiard Parlors
Ad Agencies or Representatives	Kennels or Pet Grooming Facilities	Boat Storage, Dry Stack
Admin or Management Services	Libraries	Care Taker Dwellings
Ambulance Services	Manufactured Home Sales	Clubs or Lodges
Antique Stores	Public Parks	Equip. Rental & Lease (outside)
Apparel, Piecegoods & Notions	Public Recreation Facilities	Equipment Repairs, Heavy
Appliance Stores	Satellite Dishes/T.V. & Radio Ant.	Flea Markets, Outdoor
Arts and Crafts	Swimming Pools	Fortune Tellers, Astrologers
Auditor, Coliseums, or Stadiums	Temporary Events	Marinas
Auto Park Lots, Grade Level		Recycling Collection Points
Auto Parking (commercial)		Refrigerator or Large Appli. Repairs
Auto Parking, Commercial		Stitching & Embroidery Shops
Auto Rental or Leasing		Telecommunication Towers
Auto Repair Services, Minor		Warehouses (self storage)
Auto Services (spray on bodies)		
Auto Supply Sales		
Auto Towing & Storage		
Bakeries		
Banks, Savings or Credit Unions		
Barber Shops		
Batting Cages		
Beauty Shops		
Bingo Games		
Bldg Supply Sales(no stor yard)		
Boat Repairs		
Boat Sales		
Books, Period, & Newspapers		
Bookstores		
Bowling Centers		
Building Maintenance Services		
Bus Terminals		
Cake Decorating Supply Stores		
Camera Stores		
Candle Shops		
Candy Stores		
Car Washes		
Churches		
Civic, Trade, or Business Org.		
Clothing Alterations or Repair		
Clothing, Shoe and Acc. Stores		
Coin Operated Amusements		
Coin, Stamp or Collectable Shop		
College or University		
Comm or Broadcasting Facilities		
Computer Maintenance & Repair		
Computer Sales		
Computer Services		



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: John Rodman, Community & Cultural Services
Date: May 16, 2016
Subject: Ordinance: Adopt an ordinance to condemn as unsafe the structure located at 331 West 7th Street and award the demolition contract.

Applicant Presentation: N/A
Staff Presentation: John Rodman, Community & Cultural Services
Allen Pittman, Senior Building Inspector

RECOMMENDATION:

Motion A:

I move that the City Council adopt the ordinance condemning the structure located at 331 West 7th Street as unsafe and demolish and remove the structure.

Motion B:

I move that the City award the demolition contract to the lowest responsible bidder, Dudley Landscaping, in the amount of six thousand four hundred dollars (\$6,400).

BACKGROUND AND FINDINGS:

The governing body of the City may adopt and enforce ordinances relating to residential buildings or structures that fail to meet minimum standards of maintenance, sanitation, and safety. The minimum standards address conditions that are dangerous and injurious to public health, safety and welfare and identify circumstances under which a public necessity exists for the repair, closing or demolition of such buildings or structures.

If after a notice and hearing the Code Official determines that the property has not been properly maintained and failed to meet minimum standards an order is issued to require the owner to demolish and remove the building or structure.

PREVIOUS LEGISLATIVE ACTION

Complaint:	1/08/16	Order to Correct:	1/22/16
Notice of Hearing:	1/08/16	Time expired:	3/23/16
Hearing:	1/22/16	Notice of Council hearing:	5/16/16

**Notice of Public Hearing
Washington City Council**

NOTICE IS HEREBY given that the City Council of the City of Washington will conduct a public hearing on the 23rd day of May, 2016 at 6:00 p.m., in the City Council Chambers, on the second floor of the municipal building, located at 102 East 2nd Street. The purpose of the public hearing is to adopt an ordinance to have the structure located at 331 West 7th Street demolished and removed. The City of Washington finds that the structure and property at this location is deemed unsafe under the provisions of the City Ordinance and pursuant to G.S. 160A-441 and should be demolished. The public is welcome to attend the public hearings and present evidence either in support of or in opposition to the demolition of the structure. Members of the public with disabilities planning to attend the meeting should call 975-9383 to verify building accessibility. Prior to the meeting, questions may be directed to the Planning Office by calling 975-9384 Monday through Friday 8:00 am to 5:00 pm

**AN ORDINANCE FINDING THAT THE BUILDING DESCRIBED HEREIN IN THE CITY
OF WASHINGTON IS CONDEMNED AS UNSAFE AND DIRECTING THAT IT BE
DEMOLISHED**

WHEREAS, the City Council of the City of Washington finds that the structure having an address of 331 West 7th Street, Washington, North Carolina and being owned by the Unknown Heirs of Daniel Dorsey and Ms. Dorothy Dorsey is condemned as, among other things, unsafe pursuant to North Carolina General Statute § 160A-426 and that all applicable statutory provisions have been complied with as a condition of the adoption of this Ordinance.

WHEREAS, the structure located on said property should be demolished and removed as directed by the Senior Building Official for, among other things, the reasons stated by the Senior Building Official in his January 22, 2016 Order to Remedy Defective Condition and Findings of Fact that was served on the property owner(s).

WHEREAS, the owner(s) of the structure have been given a reasonable opportunity to bring the structure into compliance with the applicable standards of the City Code as well as State statute in accordance with North Carolina General Statute § 160A-426 as well as pursuant to the Order issued by the Senior Building Official in said Notice of Decision.

WHEREAS, said owner (s) have failed to comply with said Order.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Washington as follows.

Section 1. The Senior Building Official is hereby authorized and directed to proceed to demolish and remove the above described structure located at 331 West 7th Street in accordance with applicable provisions of the City Code and North Carolina General Statute § 160A-426 *et seq.*

Section 2. The cost of the demolition and removal of the structure shall constitute a lien against the real property upon which the cost was incurred as provided in North Carolina General Statute § 160A-432.

Section 3. This Ordinance shall be recorded in the Office of the Register of Deeds of Beaufort County, North Carolina.

This Ordinance shall become effective on this date of adoption May 23, 2016.

J. MacDonald Hodges, Mayor

Attest:

Cynthia S. Bennett, City Clerk



- Parcels No Aerial
- Property Land Owners
- Annotation
- Interior Tract Lines
- Centerlines
- County Line
- County Line (Solid)
- State

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Beaufort County Property Photos

PIN: 01005609

Photo: 01005609.jpg



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Grant Executive Summary
as of 5/17/2016

Fund	Grant Description	Dates		Financials				Deliverable				Notes
		Award	Expiration	Revenue		Expense		Metric	Total	Achieved	Bal.	
				Budget	Actual	Budget	Actual					
51	Trillium Health Play Together	09/18/15	06/30/16	284,156	122,583	284,156	119,971					In progress, complete June 30th
53	Downtown Development			85,500	51,000	85,500	57,876					No more work planned
54	Hotel Project NAP, Rural EIP	08/20/15	08/20/17	206,400	106,400	206,400	550	Jobs/investment	20	0	20	Contract awarded
55	idX/Impressions NC One Grant	09/30/13	09/30/16	300,000	-	300,000	-	Jobs/investment	160	0	160	Jobs created but not since award date
58	RZEDB- Storm Water Project			5,012,039	5,012,081	5,012,039	4,851,815					Engineering complete. Permits & easements being acquired.
59	idX Building Reuse	12/18/14	12/18/16	512,500	4,000	512,500	2,500	Jobs/investment	50	39	11	1 year construction extension granted
61	Pedestrian Plan Grant	05/20/13	09/30/13	10,000	10,000	10,000	-					Plan to be presented to RAC in May, Planning Board June, Council July
64	Police Station CPF			1,035,000	1,032,017	1,000,000	167,108					Negotiate property purchase
65	Software Capital Project Fund			150,000	150,000	150,000	-					Vendor selection in May
66	Airport Terminal Grant	04/04/13	07/01/15	1,255,677	1,255,677	1,254,488	1,225,676					Close grant
67	Façade Grant Program	07/01/15	06/30/16	26,000	20,014	26,000	15,294					In progress
69	Way Finding			150,000	150,700	150,000	20,913					Revisit with Council
71	Airport Lighting Rehab			460,121	435,791	460,121	434,035					Close grant
72	Municipal Pier Access Grant	07/01/14	11/30/15	135,000	135,000	135,000	135,000					Close grant
74	Sewer I&I rehab/CWSRF	06/03/15		2,000,000	-	2,000,000	131,496					Preliminary engineering underway, Phase 1 complete
76	EDA Water Projects	09/11/13	03/11/17	1,428,262	1,057,084	1,428,262	1,064,983					Close grant
77	EDA Sewer Grants	09/11/13	03/11/17	1,423,894	1,208,477	1,423,894	956,421					Close grant
	CDBG Keysville Rd.	2005	6/4/2013	320,000	320,000	320,000	320,000					Lot 3 LMI qualified

Applications/Awards

	Pre-App	Selected	Grant	Match	Total	
Recreation Trails Program	7/14/15		19,500	6,500	26,000	Partnered with Sound Rivers
FEMA- Radios	1/12/16		52,381	2,619	55,000	
NC GCC- Communication System	1/12/16		25,000	0	25,000	Police internal communication system

pac
5/18/16

Fund/Department	Account	Description	Budget \$	Spent	Open PO	Balance	Status	Notes
General Fund:								
Purchasing	10-00-4131-7400	Parking lot 1/3	30,084	30,084	0	0	Complete	
		Lighting	32,530	21,398	0	11,132	Complete	
IT	10-00-4132-7400	Network switches	12,306	11,833	0	473	Complete	
		SAN upgrade	30,000	0	30,000	0	In progress	
Police	86-60-4930-4310	Vehicles #136,142,160,&164	142,000	63,680	71,005	7,315	Two received, balance on order	
Fire	10-10-4341-7400	Defibrillator	30,000	28,911	0	1,089	Complete	
	86-60-4930-4340	Fire Engine 1	450,845	450,842	0	3	Complete	
	86-60-4930-4341	EMS truck 1	153,495	153,491	0	4	Complete	
Code Enforcement	86-60-4930-4350	Vehicle #121	23,190	23,189		1	Complete	
Street Maintenance	86-60-4930-4510	Dump truck #455	67,470	67,088	0	382	Complete	
Rec. Administration	10-40-6121-7400	Bobby Andrews Roof	64,465	64,464	0	1	Complete	
Senior Center	10-40-6123-7400	HVAC	5,900	5,894	0	6	Complete	
Rec. Maintenance	10-40-6130-7400	Grasshopper mower	11,000	11,000	0	0	Complete	
		Ballfield rake	13,000	12,983	0	17	Complete	
Total General Fund			1,066,285	944,857	101,005	20,423		
Water:								
Miscellaneous	30-90-6610-7400	Network switches	12,306	11,683	0	623	Complete	
	30-90-6610-7400	GIS 1/2	12,100	8,250	3,850	0	In progress	
Treatment	30-90-8100-7400	Vehicle #550	28,850	28,848	0	2	Complete	
Maintenance	30-90-8140-7400	Vehicle #416	24,000	24,649	0	(649)	Complete	
Total Water Fund			77,256	73,430	3,850	(24)		
Sewer:								
Miscellaneous	32-90-6610-7400	Network switches	12,306	11,683	113	510	Complete	
	32-90-6610-7400	GIS 1/2	12,100	8,250	3,850	0	In progress	
Treatment	32-90-8220-7400	Vehicle #551	27,000	26,249	0	751	Complete	
Lift Stations	32-90-8220-7400	Video surveillance system	25,000	14,179	0	10,821	Complete	
	32-90-8230-7400	Springs Rd panel A & B	40,000	15,994	23,991	15	Complete June 1st	
	Total Sewer Fund			116,406	76,355	27,954	12,097	

*5/18/16
MPC*

Fund/Department	Account	Description	Budget \$	Spent	Open PO	Balance	Status	Notes
Storm Water:								
	34-90-5710-7400	Drainage improvements	150,000	35,665	17,695	96,640	Easements & permits being acquired	
Electric:								
Electric Director	35-90-6610-7400	Network switches	12,306	11,683	113	510	Complete	
Electric Meter Service	35-90-7250-1500	Parking lot 1/3	30,084	30,084	0	0	Complete	
	35-90-7250-7400	Meters	50,000				Complete	
		2015 PO's	19,855				Complete	
		Vehicle #655	25,000				Complete	
		Total Electric Meter Svc.	124,939	88,800	2,316	3,739		
Substation Maint.	35-90-8370-7400	Distribution reclosers	20,000				Complete	
		Capacitors	8,000				Complete	
		Slatestone subst./recloser	20,000				Complete	
		Forest Hills substation	42,760				Complete	
		Main sub circuit exits	262,456				In progress, complete June 30th	
		Main sub B3 breaker	50,000				Complete	
		Total Substation	403,216	379,134	27,095	(3,013)		
Power Line Maintenance	35-90-8380-1500	Parking lot 1/3	30,083	30,083	0	0	Complete	
Power Line Construction	35-90-8390-7400	Vehicle UTV	15,000				Complete	
		2015 PO's	260,045				Complete	
		NC 32 Reconductoring	330,000				In progress, complete June 30th	
		Grimesland Rd. Feeder	310,000				Engineering compl., bid specs being developed	
		Vehicle #614	35,000				Complete	
		Excavator #610	60,000				Complete	
		2nd/5th St. circuit rebuild	322,788				In progress, complete June 30th	
		Vehicle #608	72,500				On order	
		Total Power Line Constructi	1,405,333	681,184	349,608	374,541		
		Total Electric Fund	1,975,877	1,190,884	379,132	375,777		
Cemetery Fund	39-90-4740-7400	Vehicle #510	20,000	18,762	0	1,238	Complete	
		Zero turn mower	6,800	6,500	0	300	Complete	
		Total Cemetery	26,800	25,262	0	1,538		
Grand Total		Grand Total	3,412,624	2,346,453	529,636	506,451		

Mayor
Mac Hodges

City Manager
Bobby Roberson



Washington City Council
Larry Beeman
Richard Brooks
Virginia Finnerty
Doug Mercer
William Pitt

MEMORANDUM

To: Mayor Hodges & Members of the City Council
From: Sandra A Silvey, Library Director
Date: May 16, 2016
Subject: Edge Technology Grant

The State Library of North Carolina has offered LSTA funding, provided through de-obligated 2015-2016 funds that must be spent by July 31, 2016. Brown Library applied for the EZ Edge Technology Grant in the amount of \$5,000. There is no required match. The Edge initiative helps libraries assess their operations and plan for the future with the vision that "all people have the opportunity to improve their lives through technology services available in public libraries. The State Library of North Carolina will offer a *pilot reimbursement program* with LSTA funds to assist public libraries that have identified areas of improvement using the Edge assessment and have developed an Action Plan based on that assessment. Libraries are eligible for reimbursement of \$1,000 to \$5,000 for the purchase of *equipment and supplies* that support the improvement of public access technology identified by the Edge assessment. Funds will be awarded on a *first-come/first-served* basis.

Libraries were to submit an online application to the State Library by May 5, 2016. Items eligible for purchase are computer hardware such as monitors and laptops, software, servers or routers, printers, assistive equipment, presentation and multimedia equipment, computer furniture, and computer supplies related to the equipment purchase.

MSL
5/16

MEMO

To: Cynthia Bennett, City Clerk
From: Emily Rebert, Community Development Planner
Date: May 16, 2016
Re: Terrell Recipients for 2016

Please inform the City Council members of the Terrell Award recipients in the City Council meeting May 23. Scott Campbell of Century 21 has graciously sponsored this event so that each winner received pewter cups for their hard work. The following is my entry for the agenda:

The Rena K. Terrell award is a public trust honor designed to celebrate those active in historic preservation. Mrs. Rena K. Terrell, the award's namesake, was one of the area's most active historic preservation promoters. She was a founding member of the Historic Preservation Commission, a member of the Historic Preservation Foundation of North Carolina, the National Trust for Historic Preservation, and the City's official representative on the Board of Directors of the Historic Albemarle Tour. These awards are made in Rena's memory since she was devoted to preserving our historic resources and assets.

2016 held four recognizing categories:

Commercial Property: Joe Taylor at Morris Insurance Company.

Good Neighbor: The Washington Waterfront Underground Railroad Museum

Residential Property: Ambrose and Diane Lewis

Stewardship: Frank and Alice Stallings

A presentation will be held before City Council June 13th, 2016 to recognize the recipients of this prestigious award.

*PRR
5/16*

Mayor
Mac Hodges

City Manager
Bobby Roberson



Washington City Council
Larry Beeman
Richard Brooks
Virginia Finnerty
Doug Mercer
William Pitt

To: Mayor Hodges & Members of the City Council
From: Adam Waters/Mike Whaley
Date: May 16, 2016
Subject: Contracts for Water Treatment Chemicals

This memorandum is to inform Council of contract commitments for water treatment chemical requirements for the City for a period of 2 years from July 1, 2016 through June 30, 2018. Contract awarded as follows:

	<u>Cost per Unit</u>	<u>Estimated Usage</u>	<u>Vendor</u>
	<u>Shannon Chemical</u>		A.
	Potassium Permanganate	\$1.83/lb.	\$ 38,430.00
B.	<u>Water Guard</u>		
	Sodium Hypochlorite	\$.98/gal.	\$ 58,800.00
	Sodium Bisulfite	\$ 2.01/gal	\$ 40,200.00
B.	<u>Morton Salt</u>		
	Sodium Chloride	\$130.50/ton	\$221,850.00
C.	<u>Univar</u>		
	Liquid Aluminum Sulfate	\$328.00/ton	\$27,880.00
	Hydroflousilicic Acid	\$.243/lb.	\$ 8,505.00
D.	<u>Sterling Water</u>		
	Sodium Hexametaphosphate	\$.9698/lb.	\$ 17,456.40
E.	<u>Suffolk Sales</u>		
	Anhydrous Ammonia	\$.927/lb.	\$ 8,806.50
	TOTAL		\$421,927.90

Bid Tabulation Attached

PAR
5/16

BID TABULATION

Bid for: Water Treatment Chemicals
Opened: 2:00 PM, Wednesday
April 20, 2016

=====

<u>Item</u>	<u>Chemical</u>	<u>C & S Chemical</u>	<u>Univar</u>	<u>Shannon Chem.</u>	<u>Brenntag</u>	<u>Carrus Corp.</u>	<u>Suffolk Sales</u>
1	Potassium Permanganate		2.16/lb.	1.83/lb.	no quote	no quote	
2	Sodium Chloride						
3	Hydroflousilicic Acid		.243/lb.	.377/lb.			
4	Anhydrous Ammonia						.927/lb.
5	Liquid Aluminum Sulfate	375.00/ton	328.00/ton				
6	Sodium Hexametaphosphate		1.075/lb.	.984/lb.			
7	Sodium Bisulfite						
8	Sodium Hypochlorite						

Recommendation: See page 1.

Signed: Mike Whaley



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Kristi Roberson, Parks & Recreation Director
Date: May 23, 2016
Subject: Aquatic Center – Marketing
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that City Council accept the recommendations made by the Pool Committee and the Recreation Advisory Committee regarding the “Save the Pool Campaign”: (1) Hold an annual membership drive, waiving the \$25 application fee, each June and January (2) Waive the \$25 application fee for any corporation that gives \$1,000.00 or more towards the “Save the Pool Campaign” and joins the pool with a corporate membership (3) Provide 6 pool party rentals, at no cost, for raffles, silent auctions or similar events during each fiscal year (4) Sell decorative tiles for the “Save the Pool Campaign” at a cost of \$100 for 1 tile or \$150 for 2 tiles.

BACKGROUND AND FINDINGS:

The recommendations by the Pool Committee and Recreation Advisory Committee support the “Save the Pool Campaign” and additional marketing efforts to increase memberships for the aquatic center.

PREVIOUS LEGISLATIVE ACTION

April 14, 2016 – Unanimously recommended by the Pool Committee to pursue the “Save the Pool Campaign.
 April 18, 2016 – Unanimously recommended by the Recreation Advisory Committee to accept the recommendation from the Pool Committee and pursue the “Save the Pool Campaign.”
 May 9, 2016- Council voted in favor to support the “Save the Pool Campaign.”

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

City Manager Review: 18 Concur Recommend Denial No Recommendation
5/16 Date



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Matt Rauschenbach, C.F.O./Administrative Services Director
Date: May 23, 2016
Subject: Adopt Budget Ordinance for Fiscal Year 2017, Set Ad Valorem Tax Rate and User Fee Schedule
Applicant Presentation: N/A
Staff Presentation: Matt Rauschenbach

RECOMMENDATION:

I move that City Council adopt the Budget Ordinance for Fiscal Year 2017, set the 2016 Advalorem Tax rate at \$0.52 per \$100.00 value with \$.01926 designated for the Public Safety Capital Reserve and \$.02 towards the Police Station Capital Project Fund, and set the user fee schedule included in the appendix of the budget.

BACKGROUND AND FINDINGS:

Attached is the Budget Ordinance for Fiscal Year 2017, totaling \$75,442,393. This ordinance appropriates the following amounts in the funds listed for operational expenses during the fiscal year:

General Fund	\$15,205,007
Water Fund	3,158,780
Sewer Fund	3,282,184
Storm Water Management Fund	756,627
Electric Fund	34,824,386
Airport Fund	692,889
Solid Waste Fund	1,298,036
Cemetery Fund	308,644
Library Trust Fund	600
Cemetery Trust Fund	2,000
Public Safety Capital Reserve Fund	166,970
Economic Development Capital Reserve Fund	335,518
Water Capital Reserve Fund	4,000
Sewer Capital Reserve Fund	10,000
Facade Fund	0
Trillium Play Together Grant	284,156
Downtown Development	85,500
Hotel Project- New Age Properties	206,400
CDBG Job Creation iDX	300,000
RZEDB- Storm Water Project	5,012,039
iDX Impressions Expansion Grant	512,500
CDBG Program Income Fund	5,957
Pedestrian Plan Grant	10,000

Agenda Date: May 23, 2016

Police Station Capital Project Fund	1,206,854
Financial Software Capital Project Fund	250,000
Airport Terminal Grant Project	1,254,488
Way Finding Capital Project Fund	150,000
Airport Rehabilitation Grant	460,121
CWSF Loan	2,000,000
EDA Water Projects	1,428,262
EDA Sewer Projects	1,423,894
Workers Compensation Fund	97,000
Vehicle Replacement Fund	709,081
Facility Maintenance Fund	<u>500</u>
Grand Total	\$75,442,393

PREVIOUS LEGISLATIVE ACTION

Budget workshop discussions

FISCAL IMPACT

Currently Budgeted (Account) Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

Annual budget
Budget Ordinance

City Manager Review: APC Concur Recommend Denial No Recommendation
5/16 Date

CITY OF WASHINGTON, NORTH CAROLINA
BUDGET ORDINANCE FOR FISCAL YEAR 2017

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

Section 1. The following amounts are hereby appropriated for the operation of the City of Washington government and its activities for the fiscal year beginning July 1, 2016, and ending June 30, 2017, according to the following schedules:

Schedule A. General Fund

General Government

City Council	57,589
Mayor	13,651
City Manager	309,870
TDA Director	116,746
Human Resources	395,254
Finance	515,676
Purchasing	147,618
Information Systems	347,255
Billing	170,917
Customer Services	649,523
Planning/Zoning	332,780
Code Enforcement	292,078
Legal	142,000
Economic Development	335,518
Miscellaneous	924,944
Debt Service	221,349
Contingency	94,396

Public Safety

Police	3,016,766
E-911 Communication	318,656
Fire	1,095,074
Emergency Medical Services	1,835,910

Public Works

Administration	79,209
Municipal Building	258,501
Equipment Services	142,777
Street Maintenance	513,801
Powell Bill	285,160
Street Lighting	0
Storm Water Improvements	299,877

Cultural and Leisure

Brown Library	429,063
Recreation Administration	140,145
Recreation Events & Facilities	201,168
Senior Programs	197,525
Waterfront Docks	161,904
Civic Center	59,620
Aquatic Center	355,594
Building & Grounds	657,890
Outside Agencies	<u>89,203</u>
Total General Fund Appropriations	\$15,205,007

Schedule B. Water Fund

Debt Services	0
Miscellaneous	914,808
Administration	110,692
Water Meter Services	225,772
Water Treatment	1,371,964
Water Distribution Maintenance	299,869
Water Distribution Construction	223,110
Contingency	<u>12,565</u>
Total Water Fund Appropriations	3,158,780

Schedule C. Sewer Fund

Debt Service	297,212
Miscellaneous	815,231
Administration	109,359
Wastewater Collection Maintenance	256,693
Wastewater Collection Construction	216,537
Wastewater Treatment	1,170,743
Wastewater Stations	398,817
Contingency	<u>17,592</u>
Total Sewer Fund Appropriations	3,282,184

Schedule D. Storm Water Management Fund

Debt Service	484,417
Operations	263,114
Nutrient Control	6,100
Contingency	<u>2,996</u>
Total Storm Water Management Fund Appropriations	756,627

Schedule E. Electric Fund

Debt Service	90,623
Miscellaneous	4,200,236
Administration	523,924
Utility Communications	276,982
Electric Meter Services	561,203
Purchase Power	23,307,743
Substation Maintenance	492,683
Load Management	734,108
Power Line Maintenance	1,840,771
Power Line Construction	2,780,737
Contingency	15,376
Total Electric Fund Appropriations	<u>34,824,386</u>

Schedule F. Airport Fund

Operational Expenses	692,889
Contingency	0
Total Airport Fund Appropriations	<u>692,889</u>

Schedule G. Solid Waste Fund

Debt Service	0
Solid Waste Operations	1,297,959
Contingency	77
Total Solid Waste Fund Appropriations	<u>1,298,036</u>

Schedule H. Cemetery Fund

Debt Service	7,366
Operational Expenses	301,278
Contingency	0
Total Cemetery Fund Appropriations	<u>308,644</u>

Schedule I. Library Trust Fund

Administration Charges to General Fund for Library Operations	<u>600</u>
Total Library Trust Fund Appropriations	600

Schedule J. Cemetery Trust Fund

Administration Charges to Cemetery Fund for Operations	<u>2,000</u>
Total Cemetery Trust Fund Appropriations	2,000

Schedule K. Public Safety Capital Reserve Fund

Transfer to General Fund	<u>166,970</u>
Total Public Safety Capital Reserve Fund Appropriations	166,970

Schedule L. Economic Development/Capital Reserve Fund

Transfer to General Fund	335,518
Contingency	<u>0</u>
Total Economic Development/Capital Reserve Fund Appropriations	335,518

Schedule M. Water Capital Reserve Fund

Transfer to Water Fund	<u>4,000</u>
Total Water Capital Reserve Fund Appropriations	4,000

Schedule N. Sewer Capital Reserve Fund

Transfer to Sewer Fund	<u>10,000</u>
Total Sewer Capital Reserve Fund Appropriations	10,000

Schedule O. Trillium Play Together Grant

Trillium Play Together Grant	<u>284,156</u>
Total Trillium Play Together Grant	284,156

Schedule P. Hotel Project- New Age Properties

Hotel Project- New Age Properties	<u>206,400</u>
Total Hotel Project- New Age Properties	206,400

Schedule Q. CDBG Job Creation iDX

CDBG Job Creation iDX	<u>300,000</u>
Total CDBG Job Creation iDX	300,000

Schedule R. Program Income Fund

Program Income Fund	<u>5,957</u>
Total Program Income Fund	5,957

Schedule S. Pedestrian Plan Grant

Pedestrian Plan Grant	<u>10,000</u>
Total Pedestrian Plan Grant	10,000

Schedule T. Downtown Development

Downtown Development	<u>85,500</u>
Total Downtown Development	85,500

Schedule U. RZEDB- Storm Water Project

RZEDB- Storm Water Project	<u>5,012,039</u>
Total RZEDB- Storm Water Project	5,012,039

Schedule V. iDX Impressions Expansion

iDX Impressions Expansion	<u>512,500</u>
Total iDX Impressions Expansion Project	512,500

Schedule W. Police Station CPF

Police Station CPF	<u>1,206,854</u>
Total Police Station CPF	1,206,854

Schedule X. Financial Software CPF

Financial Software CPF	<u>250,000</u>
Total Financial Software CPF	250,000

Schedule Y. Airport Terminal Grant

Airport Terminal Grant	<u>1,254,488</u>
Total Airport Terminal Grant	1,254,488

Schedule Z. Wayfinding Project

Wayfinding Project	<u>150,000</u>
Total Wayfinding Project	150,000

Schedule A1. Airport Rehabilitation Grant

Airport Rehabilitation Grant	<u>460,121</u>
Total Airport Rehabilitation Grant	460,121

Schedule B1. CWSF Loan

CWSF Loan	<u>2,000,000</u>
Total CWSF Loan	2,000,000

Schedule C1. EDA Water Projects

EDA Water Projects	<u>1,428,262</u>
Total EDA Water Projects	1,428,262

Schedule D1. EDA Sewer Projects

EDA Sewer Projects	<u>1,423,894</u>
Total EDA Sewer Projects	1,423,894

Schedule E1. Internal Service Fund

Worker's Compensation Claim Payments	<u>97,000</u>
Total Internal Service Fund Appropriations	97,000

Schedule F1. Vehicle Replacement Fund

Vehicle Replacement Fund	<u>709,081</u>
Total Vehicle Replacement Fund	709,081

Schedule G1. Facility Maintenance Fund

Facility Maintenance Fund	<u>500</u>
Total Facility Maintenance Fund	500

Total Appropriations for all Funds	\$75,442,393
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Section 2. It is estimated that the following revenue will be available during the year beginning July 1, 2016, and ending June 30, 2017, to meet the foregoing appropriations according to the following schedule:

Schedule A. General Fund

Ad Valorem Taxes	4,540,812
Other Taxes & Licenses	2,657,026
Unrestricted Intergovernmental Revenue	2,073,811
Restricted Intergovernmental Revenue	636,776
Permits & Fees	68,570
Sales and Services	946,240
Investment Earnings	33,000
Miscellaneous	25,007
Transfers From	1,555,542
Administrative Charges	2,575,982
Long Term Debt Issued	0
Fund Balance Appropriated	<u>92,241</u>
Total General Fund Revenues	15,205,007

Schedule B. Water Fund

Water Charges	77,360
Sales and Services	3,035,100
Interest Earnings	8,000
Miscellaneous	1,000

Installment Note Proceeds	0
Rents	37,320
Transfer from Water Capital Reserve	0
Fund Balance Appropriated	0
Total Water Fund Revenues	<u>3,158,780</u>

Schedule C. Sewer Fund

Wastewater Charges	29,607
Sales and Services	3,236,681
Interest Earnings	10,000
Assessments	5,896
Loan Proceeds	0
Fund Balance Appropriated	0
Total Sewer Fund Revenues	<u>3,282,184</u>

Schedule D. Storm Water Management Fund

Interest Earnings	1,500
Storm Water Charges	679,639
Interest Rebates (RZEDB)	67,988
Other Fees	7,500
Fund Balance Appropriated	0
Total Storm Water Management Fund Revenues	<u>756,627</u>

Schedule E. Electric Fund

Electric Charges	34,015,329
Sales and Services	482,095
Interest Earnings	30,000
Miscellaneous	78,000
Installment Note Proceeds	0
Administration Charges From Other Funds:	
Water	162,095
Sewer	<u>56,867</u>
Total Electric Fund Revenues	34,824,386

Schedule F. Airport Fund

Rentals	60,000
Sales & Services	214,233

Interest	200
Grants	300,000
Transfer from General Fund:	
General Fund	118,656
Fund Balance Appropriated	<u>0</u>
Total Airport Fund Revenues	692,889

Schedule G. Solid Waste Fund

Interest Earnings	800
Solid Waste Tax	6,000
Fees	1,291,236
Fund Balance Appropriated	<u>0</u>
Total Solid Waste Fund Revenues	1,298,036

Schedule H. Cemetery Fund

Interest Earnings	150
Sales & Services	229,550
Transfer from G/F	0
Adm. Charges from Cemetery Trust	2,000
Transfer from Electric Fund	72,813
Fund Balance Appropriated	<u>4,131</u>
Total Cemetery Fund Revenues	308,644

Schedule I. Library Trust Fund

Interest Earnings	<u>600</u>
Total Library Trust Fund Revenues	600

Schedule J. Cemetery Trust Fund

Interest Earnings	<u>2,000</u>
Total Cemetery Trust Fund Revenues	2,000

Schedule K. Public Safety Capital Reserve Fund

Transfer From General Fund	166,970
Fund Balance Appropriated	<u>0</u>
Total Public Safety Capital Reserve Fund Revenues	166,970

Schedule L. Economic Development /Capital Reserve Fund

Payments From Other Funds	<u>335,518</u>
Total Economic Development/Capital Reserve Fund Revenues	335,518

Schedule M. Water Capital Reserve Fund

Impact Fees	4,000
Interest Earnings	0
Fund Balance Appropriated	<u>0</u>
Total Water Capital Reserve Fund Revenues	4,000

Schedule N. Sewer Capital Reserve Fund

Impact Fees	10,000
Interest Earnings	0
Fund Balance Appropriated	<u>0</u>
Total Sewer Capital Reserve Fund Revenues	10,000

Schedule O. Trillium Play Together Grant

Trillium Play Together Grant	<u>284,156</u>
Total Trillium Play Together Grant	284,156

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Hotel Project- New Age Properties	<u>206,400</u>
Total Hotel Project- New Age Properties	206,400

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Total CDBG Job Creation iDX	300,000

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Downtown Development	<u>85,500</u>
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Total Wayfinding Project	150,000

Schedule A1. Airport Rehabilitation Grant

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Total Airport Rehabilitation Grant	460,121

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CWSF Loan	<u>2,000,000</u>
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Total Internal Service Fund	97,000

Schedule F1. Vehicle Replacement Fund

Vehicle Replacement Fund	<u>709,081</u>
Total Vehicle Replacement Fund	709,081

Schedule G1. Facility Maintenance Fund

Facility Maintenance Fund	<u>500</u>
Total Facility Maintenance Fund	500

Total Estimated Revenues for all Funds \$75,442,393

Section 3. There is hereby levied the following rate of tax on each one hundred dollars (\$100.00) valuation of estimated taxable property listed for taxes as of January 1, 2016, for the purpose of raising the revenues from property taxes, as set forth in the foregoing estimates, and in order to finance the foregoing appropriations:

General Fund
Total Rate per \$100 of
Valuation of Taxable Property .52

Such rate of tax is based on an estimated total assessed valuation of property tax for the purpose of taxation of \$859,268,800 with an estimated rate of collections of ninety-eight percent (98%).

Section 4. Some estimates of revenue other than the property tax exceed the amount actually realized in cash from each source in the preceding fiscal year, but the facts warrant the expectations that in each case the estimated amount will actually be realized in cash during the budget year.

Section 5. Appropriations are authorized by department totals. The Finance Officer is authorized to reallocate departmental appropriations among various line item objects of expenditures and revenues as necessary during the budget year. The City Manager is authorized to reallocate appropriations among the various departmental totals of expenditures within the General Fund, Water Fund, Sewer Fund, Electric Fund, Storm Water Management Fund, Airport Fund, Solid Waste Fund, and Cemetery Fund as allowed by North Carolina General Statute 159-15. Any such transfers between departments shall be reported to the City Council at its next regular meeting

following the transfer and shall be entered into the official minutes of the City of Washington.

Section 6. Copies of this ordinance shall be filed with the Finance Director of the City of Washington, to be kept on file by him for his direction in the disbursement of City funds.

Section 7. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 8. This ordinance shall become effective July 1, 2016.

Adopted this the 23rd day of May, 2016.

MAYOR

ATTEST:

CITY CLERK