



City of
Washington
NORTH CAROLINA
Council Agenda
SEPTEMBER 9, 2013
5:30 PM

Opening of Meeting

Nondenominational Invocation

Roll Call

Approval of minutes from August 12, and August 26, 2013 **(page 3)**

Approval/Amendments to Agenda

I. Consent Agenda:

- A. Approve – Purchase Orders >\$20,000 **(page 24)**
- B. Award – Captain Jimmy Pollard his police shield and service weapon upon retirement **(page 34)**

II. Comments from the Public:

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

- A. None –

IV. Public Hearing – Other:

- A. None –

V. Scheduled Public Appearances:

- A. Dot Moate – Little Washington Sailing School **(page 35)**
- B. Barbara Gaskins – Trunk or Treat event on October 31, 2013 at Beebe Park

VI. Correspondence and Special Reports:

- A. Report – July and August Load Management Device Installation **(page 36)**
- B. Memo - General Fund Budget Transfer **(page 38)**

VII. Reports from Boards, Commissions and Committees:

- A. Human Relations Council **(page 41)**
- B. Washington Harbor District Alliance **(page 45)**
- C. Financial Reports **(emailed as available)**



Council Agenda
SEPTEMBER 9, 2013
5:30 PM

- VIII. Appointments:
A. Appointments – Various Boards, Commissions, and Committees
(page 48)
- IX. Old Business:
A. Adopt – Budget Ordinance 2012-2013 Projects not Completed
(page 57)

B. Adopt – Budget Ordinance Amendment for Outstanding Purchase Orders from FY 12/13 (\$1,574,170) **(page 61)**
- X. New Business:
A. Award – Contract for expansion of Electric Dept. storage equipment shelter **(page 69)**

B. Approve – Budget Ordinance Amendment for Electric Fund – Solar Farm project #4 (\$450,200) **(page 75)**
- XI. Any Other Items From City Manager:
A. None –
- XII. Any Other Business from the Mayor or Other Members of Council
A. Adopt – Resolution honoring S. Ellis Hankins **(page 79)**
- XIII. Closed Session – Under NCGS § 143-318.11 (a)(3) Attorney/Client Privilege and NCGS § 143-318.11(a)(1) Disclosure of confidential information and 143-318.10(e) the public records act
- XIV. Adjourn – Until Monday, September 23, 2013 at 5:30 pm, in the Council Chambers at the Municipal Building.

**CITY COUNCIL MINUTES
WASHINGTON, NORTH CAROLINA**

August 12, 2013

The Washington City Council met in a regular session on Monday, August 12, 2013 at 5:30 pm in the City Council Chambers at the Municipal Building. Present were: Archie Jennings, Mayor; Bobby Roberson, Mayor Pro tem; Edward Moultrie, Councilman; Doug Mercer, Councilman; William Pitt, Councilman; Richard Brooks, Councilman; Brian M. Alligood, City Manager; Cynthia S. Bennett, City Clerk and Franz Holscher, City Attorney.

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

Mayor Jennings called the meeting to order and Councilman Mercer delivered the invocation.

APPROVAL OF MINUTES

By motion of Councilman Mercer, seconded by Mayor Pro tem Roberson, Council approved the minutes of July 1st and July 29th as presented.

APPROVAL/AMENDMENTS TO AGENDA

The following items were presented as amendments to the agenda:

- Add: Mayor and other members of City Council: Discussion of items for the August 26th Council meeting. (Hurricane Preparedness, Formal Update on WHDA – Enterprise Fund for docks, etc.)
- Move Consent Item B: Budget Ordinance Amendment Airport Vision 100 Grant - moved to Old Business Item C
- Clarification regarding Purchase Order for Load Management switches
- Mayor Jennings noted Closed Session will be moved just prior to the 6:00pm Public Hearings.

By motion of Councilman Mercer, seconded by Councilman Moultrie, Council approved the agenda as amended.

ANNOUNCEMENT:

Mayor Jennings noted that it is with great sadness to announce that Don Wilkinson, Washington Park Town Council member and longtime member of the Washington Electric Utilities Advisory Board, passed away this afternoon. A moment of silence was held in memory of Mr. Wilkinson.

CONSENT AGENDA:

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

- A. **ADOPT – BUDGET ORDINANCE AMENDMENT – RELOCATION CITY MANAGER (\$3,175)**

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2013-2014**

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

Section 1. That account number 10-00-4120-1702, Moving Expense, City Manager Department portion of the General Fund appropriations budget be increased in the amount of \$3,175 to provide funds for reimbursement of City Manager’s moving expenses.

Section 2. That account number 10-00-3990-9910, Fund Balance Appropriated, General Fund revenue appropriations budget be increased in the amount of \$3,175.

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 12th day of August, 2013.

ATTEST:

s/Cynthia S. Bennett, CMC
City Clerk

s/N. Archie Jennings, III
Mayor

B. Moved to Old Business: APPROVE – BUDGET ORDINANCE AMENDMENT – AIRPORT VISION 100 GRANT

C. APPROVE – PURCHASE ORDERS >\$20,000

*Requisition #13241, \$65,600, to Comverge Technologies, Inc., for load management switches, account 35-90-8375-7401.

*Requisition #13286, \$62,175, to Miller Supply Co., for AMR water meters, account 30-90-7250-7000.

*Requisition #13312, \$25,000, to SONDY’S ELECTRICAL, for energy efficient lighting in the library, account 10-40-6110-7405.

*Requisition #13356, \$28,000, to Baker’s Waste Equipment, for solid waste containers, account 38-90-4710-7000.

*Requisition #13362, \$31,620, to Westinghouse Electric Supply, for a recloser, account 35-90-8370-7401.

*Requisition #13361, \$20,645, to Westinghouse Electric Supply, for a recloser, account 35-90-8370-7401.

*Requisition #13371, \$33,908.80, to Kubota Tractor Corp., for a tractor for the cemetery, account 39-90-4740-7401.

*Requisition #13409, \$23,200, to Capital Ford Inc., for a crew cab pickup to replace vehicle #651, account 35-90-8370-7401.

CLOSED SESSION – UNDER NCGS § 143-318.11(A)(1) DISCLOSURE OF CONFIDENTIAL INFORMATION; 143-318.10(E) THE PUBLIC RECORDS ACT; 143-318.11(A)(3) ATTORNEY/CLIENT PRIVILEGE AND 143-318.11 (A)(4) ECONOMIC DEVELOPMENT

By motion of Councilman Pitt, seconded by Councilman Brooks, Council agreed to enter into closed session under NCGS § 143-318.11(A)(1) Disclosure Of Confidential Information; 143-318.10(E)

The Public Records Act; 143-318.11(A)(3) Attorney/Client Privilege And 143-318.11 (A)(4) Economic Development at 5:35pm.

By motion of Councilman Moultrie, seconded by Councilman Brooks, Council agreed to come out of closed session at 6:00pm.

PUBLIC HEARING ON ZONING: NONE

PUBLIC HEARING – OTHER:

PUBLIC HEARING: CONTINUATION OF CLOSE OUT – FY05 CDBG HOUSING DEVELOPMENT PROGRAM (KEYS LANDING)

City Manager, Brian Alligood explained that during the July 1st Council meeting, the public hearing to close out the FY05 CDBG Housing Development Program (Keys Landing) was scheduled. During this time questions arose which contributed to the continuation of the final portion of the public hearing until August 12th. Mr. Alligood reviewed the history of the \$250,000 grant. A payment plan has been worked out with the state for the next ten years (\$25,000 per year due on July 1st). The question was would the city receive any credit if any homes were built and occupied by LMI tenants. Mr. Alligood has confirmation from Richard Self (DCA) explaining that for every home that is built and occupied by an LMI owner, the amount the City owes back to the state will be reduced by \$50,000. \$250,000 divided by five. This requires the City to stay on the payment plan until every one of the homes has been built. Any money the City has already paid will not be reimbursed. \$25,000 is due again each July 1st until all five homes are built.

Mayor Jennings opened the public hearing.

Rev. David Moore thanked Council for continuing the public hearing. He expressed that he has no reason to believe that all five houses cannot be built and occupied by LMI tenants in a timely matter. He can assure Council that the houses will be built and that Council will be proud of the neighborhood as well as the tax revenue.

Casey Cox (221 Alderson Road - Smallwood) expressed that his property is within 50 yards of the proposed project. He noted his opposition to the entire project, grant, loans or services provided to this development. When he purchased his home, he knew that Keysville Road was in the County. Mr. Cox acknowledged that he did purchase his home after Rev. Moore received approval for the development of Keys Landing. He feels multi-unit subsidized housing could lower the property value of his home. Mr. Cox referenced annexation procedures. He commends Rev. Moore on his housing accomplishments. He would like to see a study conducted regarding subsidized housing in Washington. Mr. Cox says the Metropolitan Housing is not a non-profit organization and their records are not public. He does not feel the City should execute any contracts for this project. He said that since Councilman Moultrie is on the Metropolitan Board, that he should not only abstain from voting on any issue regarding the company, but also should state the reason of vested interest prior to any vote taken. Mr. Cox said he feels the City Attorney can verify his statements.

Rev. David Moore noted that Mr. Cox's facts are not correct. Metropolitan Housing is a 501 (C) (3) (non-profit), all of the financial records are open for inspection at any time as this is the law in the United States of America. We have to be audited and every year a copy of the audit is sent to the City of Washington. Rev. Moore added this is not subsidized housing, but first time homeownership housing and it does support the tax base. We have an excellent track record. Audits are available and open for inspection dating back to 1990. The audits are available on the Secretary of State's website, at the City of Washington or at Metropolitan's office.

There being no further comments from the public, Mayor Jennings closed the public hearing.

Councilman Moultrie clarified that he is no longer on the board for Metropolitan Housing. Mayor Jennings explained that Rev. Moore has requested that item X.E: Authorize – City Manager To Execute A Legally Binding Commitment With Metropolitan Housing And Community Development Company, Inc. be removed from the agenda until further notice.

Councilman Mercer explained that the state has defunded the grant, so it is essentially already closed.

By motion of Councilman Mercer, seconded by Councilman Brooks, Council voted to formally close out the FY05 CDBG Housing Development Program (Keys Landing) and take whatever steps necessary to insure the recovery of City funds.

Mr. Cox apologized to Councilman Moultrie for his incorrect information pertaining to him being a member of the Board of Directors for Metropolitan Housing.

PUBLIC HEARING: & ADOPT RESOLUTION: JUMPSTART WASHINGTON COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT COMPANY MATCH REDUCTION

City Manager, Brian Alligood explained the public hearing is held in order to hear comments on the resolution pursuant to a 12.5% reduction in CDBG project funding from the North Carolina Department of Commerce, Division of Community Investment and Assistance. The City is reducing the amount of funding to each project Company with the CDBG Program Amendment. With this Amendment the City is also proposing that the Company match amounts be equitably reduced by 12.5% across the board. The CDBG Program Amendment documents illustrate these changes in detail.

Mayor Jennings opened the public hearing.

There being no comments from the public, Mayor Jennings closed the public hearing.

Councilman Mercer expressed comments regarding the grant. When the grant was first presented, he thought the purpose was to produce a certain number of jobs. As one can see from tonight's presentation, six temporary jobs will be created along with one full time job. The majority of the funds from this grant appear to be going towards equipment. He doesn't feel it is appropriate to use taxpayer money to subsidize a business for purchasing equipment.

By motion of Councilman Moultrie, seconded by Mayor Pro tem Roberson, Council adopted a resolution to amend the CDBG Jumpstart grant and authorized the Mayor to execute the amended agreement. Motion carried 4-1, with Councilman Mercer opposing.

**CITY OF WASHINGTON FY 11 COMMUNITY DEVELOPMENT PROGRAM
JUMPSTART WASHINGTON SBEA GRANT # 11-C-2340
AMENDMENT RESOLUTION**

This Resolution authorizes an amendment to the City of Washington FY 11 Community Development Program.

Be It Resolved by the City Council of City of Washington, North Carolina, That

WHEREAS, the City is participating in the Community Development Block Grant Program under the Housing and Community Development Act of 1974, as amended, administered by the North Carolina Department of Commerce; and

WHEREAS, the City desires to amend the approved project activities and certifies that a public hearing, in accordance with the North Carolina CDBG Program Regulations, was conducted on Monday, August 12, 2013, at 5:30 PM to discuss the proposed amendment; and

WHEREAS, the City certifies that regulations relating to environmental review conditions have been followed. Environmental Review Documents have been reviewed to determine any changes to the original finding of no significant impact on the environment and no adverse impacts were discovered and the original FONSI is still valid; and

THEREFORE, BE IT RESOLVED, that the City Council of City of Washington, North Carolina, hereby authorizes an amendment to the FY 11 Community Development Program. The Mayor is directed to act on behalf of the City in executing amendment documentation as the Chief Elected Official under the provisions of the North Carolina Community Development Block Grant Program Regulations (4 NCAC 19L).

Adopted this 12th day of August, 2013.

ATTEST:

s/Cynthia S. Bennett, CMC
City Clerk

s/N. Archie Jennings, III
Mayor

SCHEDULED PUBLIC APPEARANCES:

Robert Sollinger – Pamlico Internet Access – Privilege License

Robert Sollinger stated he is the owner of Pamlico Internet Access in Washington. He recently received his invoice for his business privilege license at cost of \$27,000. The fee per machine was \$250 per terminal, now the charge is \$1,000 per terminal. He has twenty-seven terminals. He explained this charge puts the viability of his business at risk. He inquired if there was an appeal process as he feels this charge is unfair and unjust.

Mayor Jennings suggested Mr. Sollinger meet with the City Manager. Mayor Jennings further explained the fee schedule is part of the budget ordinance, so we will not be unwinding that here tonight. If you want to talk with the manager that would be a great start, but we can't promise you a different outcome.

Mayor Pro tem Roberson inquired about the General Assembly doing away with business privilege license and Councilman Mercer explained that bill did not make it through the process.

COMMENTS FROM THE PUBLIC:

Steve Rader: ref. 312 Water Street

Steve Rader expressed his concern with historic preservation in the City of Washington and explained how the historic district is an asset to Washington. Losing houses in the district reduces the viability and character of the historic district. Mr. Rader's concern stems from the proposed demolition of the property located at 312 Water Street. He suggested that instead of condemning and destroying these

structures, that liens and fines should be imposed. He suggested that the City “back off” of the request to demolish this structure. Mr. Rader submitted a petition with 51 signatures of Washington residents opposing the demolition of this structure. At this point, the City Council has asked the Historic Preservation Commission for permission to take this house down. Mr. Rader explained there are several people interested in saving this structure, although it will need some major repair. He is asking the Council to consider looking at avenues other than demolition. Mr. Rader mentioned that his son is also interested in this structure.

Mayor Jennings suggested that the petition needs to be sent to the Washington Historic Preservation Commission. This is a preservation commission issue. Mayor Jennings noted that he is the Council liaison to the HPC and is the former chairman of that board. The City Attorney and Mayor Jennings went to an HPC meeting and pleaded with the board to become proactive in preservation. Right now, the HPC is simply reactive. Their approach thus far has just been to defer the demolition of structures for 365 days. If they have a true interest in preservation, then they need to get active in finding a buyer and finding an alternate resolution to demolition. He continued by stating that the City Council surely doesn't want historic structures torn down, hence the reason they passed the Demolition by Neglect Ordinance. The HPC has got to become a “preservation” commission.

Councilman Mercer explained that Mr. Rader did appear before the HPC last Tuesday evening and made essentially the same presentation to them. The HPC deferred action until a future date. Mr. Rader will need to forward his petition to the HPC.

Mr. Rader says the HPC does not have the authority to impose fines for Demolition by Neglect, that authority resides with City Council, hence his presentation tonight to Council. He continued by stating the Council is also the body that is asking the HPC to tear down the house. He is asking Council to reverse that request until an alternative can be found. Mayor Jennings noted the house is becoming a safety concern. Mr. Rader said maybe the HPC should formally request Council to enforce the fines on this specific owner. Mayor Jennings explained the demolition request is still pending and would be under a one year moratorium, Council will entertain any offers/suggestions to save this structure.

CORRESPONDENCE AND SPECIAL REPORTS:

MEMO – ELECTRIC FUND BUDGET TRANSFER (approved as submitted)

REPORT – LOAD MANAGEMENT DEVICE INSTALLATION (approved as submitted)

REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES:

HUMAN RELATIONS COUNCIL (Report approved as submitted)

WASHINGTON HARBOR DISTRICT ALLIANCE (Report approved as submitted)

FINANCIAL REPORTS (EMAILED AS AVAILABLE)

Councilman Mercer noted that on the preliminary June report, the revenues in the General Fund came in about 87% while expenditures came in at 97%, again this year, not including transfers from Enterprise Funds, we have spent more than we have taken in. Mr. Rauschenbach noted that we continue to collect sales tax until September, this should even up the revenues and expenditures.

In regards to the financials that came out today, there is a wide disparity on the group insurance payments from one department to another. Matt Rauschenbach, CFO explained that charges are made per month, per employee.

In the Planning Department there was a \$19,000 unbudgeted expenditure. Mr. Rauschenbach explained this is most likely a purchase order for a truck from last year, that hasn't been brought forward and these purchase orders will be presented to Council in September.

Councilman Mercer noted in the budget concerning outside agencies, that Cornerstone Worship Center was budgeted \$15,000, but in the last month expenditures of \$24,000 was shown. Mr. Rauschenbach explained that \$9,000 was posted to the wrong account and that error has since been corrected.

APPOINTMENTS:

APPOINTMENT – BOARD OF COMMISSIONERS OF THE NORTH CAROLINA EASTERN MUNICIPAL POWER AGENCY

Councilman Mercer explained that this appointment is for the second alternate to the North Carolina Eastern Municipal Power Agency. This position is normally filled by the City Manager and was filled by former City Manager, Josh Kay.

By motion of Councilman Mercer, seconded by Councilman Moultrie, Council appointed City Manager Brian Allgood as Second Alternate Commissioner to the North Carolina Eastern Municipal Power Agency Board of Commissioners.

APPOINTMENTS – VARIOUS BOARDS, COMMISSIONS, AND COMMITTEES

Board of Library Trustees – Appointment continued by Mayor Pro tem Roberson

Washington Electric Utilities Advisory Commission - Appointment continued by Councilman Pitt

Mayor's Certificate of Appointment to the Washington Housing Authority

Mayor Jennings nominated Yvonne Saleem for reappointment as a member of the Washington Housing Authority term to expire June 30, 2018.

Mayor Jennings nominated Lex Mann for appointment as a member of the Washington Housing Authority to fill the expired term of Jo Ann Ingersoll, term to expire June 30, 2018.

By motion of Councilman Mercer, seconded by Mayor Pro tem Roberson, Council concurred with Mayor Jennings' nominations to the Washington Housing Authority.

Mayor Jennings thanked Jo Ann Ingersoll for her service to the Washington Housing Authority.

Warren Field Airport Advisory Board (Three members must be residents of the City)

By motion of Councilman Mercer, seconded by Councilman Moultrie, Council appointed Thomas Saccio to the Warren Field Airport Advisory Board with a term to expire June 30, 2015. (non-resident)

By motion of Councilman Mercer, seconded by Councilman Moultrie, Council appointed Jack Hill to the Warren Field Airport Advisory Board with a term to expire June 30, 2015. (resident)

By motion of Councilman Mercer, seconded by Councilman Moultrie, Council appointed Patrick Nash (Councilman Mercer mistakenly stated Neil Partrick while the appointment should have been for Patrick Nash) to the Warren Field Airport Advisory Board with a term to expire June 30, 2016. (resident)

By motion of Councilman Mercer, seconded by Councilman Moultrie, Council appointed Gilbert Allgood to the Warren Field Airport Advisory Board with a term to expire June 30, 2016. (resident)

5th appointment continued by Councilman Mercer.

OLD BUSINESS:

APPROVE – BUDGET ORDINANCE AMENDMENT TO ADD ADMINISTRATIVE CHARGES TO THE BLUE GOOSE CDBG GRANT

Brian Alligood, City Manager explained the request for administrative charges for the Mid East Commission which were omitted when the Grant Project Ordinance was initially established.

By motion of Councilman Pitt, seconded by Mayor Pro tem Roberson, Council approved a budget ordinance amendment to add administrative charges to the Blue Goose CDBG Grant.

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE AND CAPITAL PROJECT ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2012-2013

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

Section 1. That account number 10-00-4400-9208, Transfer to CDBG Grants, Miscellaneous Non-Departmental portion of the General Fund appropriations budget be increased in the amount of \$30,000 to provide funds for payment of administration charges and application preparation fees for the Blue Goose CDBG Grant.

Section 2. That account number 10-00-3990-9910, Fund Balance Appropriated, General Fund revenue appropriations budget be increased in the amount of \$30,000 to provide funds for transfer to CDBG Grant.

Section 3. That account number 51-60-3352-0001, Transfer from G/F, CDBG Blue Goose Grant Capital Project Fund revenue appropriation budget line item be increased in the amount of \$30,000.

Section 4. That account number 51-60-4930-0400, Administration, CDBG Blue Goose Grant Capital Project Fund appropriations budget be increased in the amount of \$30,000 to provide funds for the administration contract and application preparation fees to Mid-East.

Section 5. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 6. This ordinance shall become effective upon its adoption.

Adopted this the 12th day of August, 2013.

ATTEST:

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

**s/N. Archie Jennings, III
Mayor**

AUTHORIZE – CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE PARTNERSHIP FOR THE SOUNDS - COASTAL WARNING DISPLAY TOWER

Brian Alligood, City Manager explained that the agreement for the Coastal Warning Display Tower has been reviewed by the Partnership for the Sounds as well as City staff/attorney.

By motion of Councilman Moultrie, seconded by Mayor Pro tem Roberson, Council authorized the City Manager to execute an agreement with the Partnership for the Sounds to locate the Coastal Warning Tower at the Estuarium.

Councilman Mercer inquired why the City assumes all liability for anything that happens to the tower. Mayor Jennings explained the Partnership is in a heightened situation with their budget dollars being cut and were wary of a situations of the tower being damaged and they may be held responsible for repairs.

(copy attached)

Moved from Consent: APPROVE – BUDGET ORDINANCE AMENDMENT – AIRPORT VISION 100 GRANT

Councilman Mercer explained that when you change the revenue stream and increase the expenditure stream, the numbers should balance. There is about a \$67,000 difference. Matt Rauschenbach, CFO explained that when you add up the revenue the total is \$33,767 and the expenses are the same amount and hence offset each other.

By motion of Councilman Pitt, seconded by Councilman Brooks, Council approved the budget ordinance amendment to balance the appropriations for the Vision 100 Grants and the State Aid to Airports Program Grants with the State. Motion carried 4-1 with Councilman Mercer opposing.

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE AND CAPITAL PROJECT ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2012-2013

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

Section 1. That the estimated revenues and expenses in the Airport Fund be increased or decreased in the amounts indicated to balance the appropriations for Vision 100 Grants with the State.

37-90-4530-4513	Vision 100 Grant 36237.38.9.1	(3,139)
37-90-4530-4515	Vision 100 Grant 36237.38.10.1	(273)
37-90-4530-4521	Vision 100 Grant 36244.51.8.1	(312,295)
37-90-4530-4522	Vision 100 Grant 36244.51.8.2	349,474
37-90-3453-0005	Grant Funds 36244.51.8.1	(281,996)
37-90-3490-0007	Grant Funds 36237.38.9.1	(3,255)
37-90-3490-0008	Grant Funds 36244.51.8.2	314,527
37-90-3490-0009	Grant Funds 36237.38.10.1	(244)
37-90-3991-9910	Fund Balance Appropriated	4,735

Section 2. That the estimated expenses in the Airport Terminal Capital Project Fund be increased or decreased in the amounts indicated to balance the appropriations for State Aid to Airports Program Grants with the State.

66-90-3490-0002	State Aid – NPE 2012	(100,967)
66-90-3490-0002	State Aid – NPE 2012	244
66-90-3352-0000	City Contribution	(244)
66-90-3490-0004	State Aid – 36237.38.12.1	100,967

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 12th day of August, 2013.

ATTEST:

s/Cynthia S. Bennett, CMC
City Clerk

s/N. Archie Jennings, III
Mayor

NEW BUSINESS:

APPROVE – STREET CLOSURE OF STEWART PARKWAY FOR THE RIDE WITHOUT LIMITS CYCLING EVENT, OCTOBER 5-6, 2013

Brian Alligood, City Manager explained this is a request from the Tourism Development Authority. Easter Seals UCP has selected Washington as the home for its growing Ride Without Limits cycling event to be held on the first weekend of October each year. It is anticipated that approximately 500 people will be participating as either volunteers, riders, or support for this event. A request for the closing of Stewart Parkway has been made to allow for the finish line to be very safe and festive for the cyclists as they approach. This area will also be used for teams and event partners to set up tents for their information or causes.

A request is also being made to allow them to serve alcohol on city property in a controlled environment. The only people allowed in the area or served alcohol will be registered participants over the age of 21. An ID check will be done during registration. Those over 21 will be given a different color band than the younger participants. RWL staff is committed to ensuring a safe and fun event for all participants. This is a social event only for those participating in the RWL event. They are aware of City policies as it relates to their events and have been working with City staff to ensure that their plans fit with City policies.

A special events application has been filed with the Parks and Recreation department.

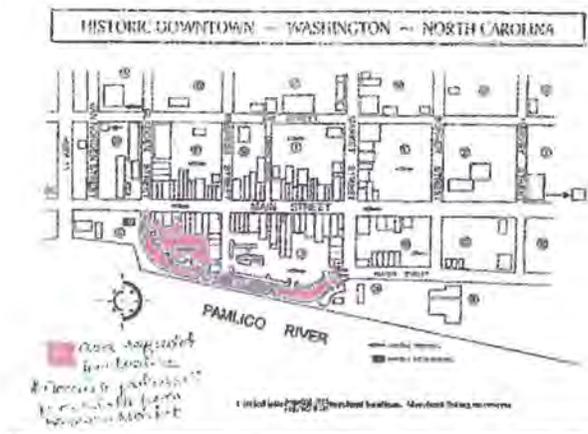
REQUEST A:

By motion of Councilman Moultrie, seconded by Councilman Brooks, Council approved the street closure of Stewart Parkway, including the parking lot behind GW Walker and Sloan Insurance, from 5 p.m., Friday, October 4th to 5 p.m. on Sunday, October 6th, with parking lot access still available from Respass Street and Market Street.

Lynn Lewis, TDA Director explained this is not a public event; it is only open to participants of the event, so no one will be able to walk up and purchase the alcohol. The group has agreed to all regulations required by the City. This event will be held in the parking lot behind Scoops Ice Cream. Appropriate arm bands will be issued to participants during registration. The alcohol will only be allowed in the designated area.

REQUEST B:

By motion of Councilman Brooks, seconded by Councilman Moultrie, Council approved the serving of alcohol to registered, of age participants only in the Ride Without Limits cycling event on October 5. Motion carried 3-2 with Councilman Mercer and Mayor Pro tem Roberson opposing.



APPROVE – ABANDONMENT OF WATER AND SEWER EASEMENT

Brian Alligood, City Manager explained that Mr. Richard Gerard, who owns the property on either side of the easement that is proposed to be abandoned, is proposing a building expansion at his place of business at 1218 John Small Avenue. His proposed expansion necessitates the abandonment of this easement. The existing utility included in this easement includes a dead- end gravity sewer line with no service connections to it that will be abandoned as well as a water line that can also be abandoned. There is no foreseeable need for this line or easement in the future.

By motion of Mayor Pro tem Roberson, seconded by Councilman Brooks, Council approved the abandonment of the water and sewer easement as shown on the attached map by Hood Richardson, P.A.



APPROVE – BUDGET ORDINANCE AMENDMENT TO FUND THE OPERATIONS OF THE WASHINGTON HARBOR DISTRICT ALLIANCE (WHDA)

City Manager, Brian Alligood explained this item was approved during the budget process and was in the Manager’s recommended budget, but didn’t make it over to the final copy.

By motion of Councilman Moultrie, seconded by Mayor Pro tem Roberson, Council approved a budget ordinance amendment to fund the operations of the WHDA.

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2013-2014

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 for the WHDA funding that was omitted in the approved budget:

10-00-3910-9910	Fund Balance Appropriated	\$66,000
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Section 2. That the General Fund appropriations budget be increased in the following account:

10-00-4650-4520	Harbor District Alliance	\$66,000
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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 12th day of August, 2013.

ATTEST:

s/Cynthia S. Bennett, CMC
City Clerk

s/N. Archie Jennings, III
Mayor

ACCEPT/AUTHORIZE – OFFER TO PURCHASE BUILDING LOCATED AT 234 SPRINGS ROAD BY IDX CORPORATION AND AUTHORIZE CITY MANAGER TO EXECUTE THE PURCHASE BID OFFER (\$800,000)

City Manager, Brian Alligood explained that idX Corporation offered to purchase the building at 234 Springs Road for \$800,000 by sealed bid that was advertised. A \$40,000 deposit was sent with the offer. No other offers were received. They are only interested in purchasing tract three of the property. The building and this tract of land recently appraised for \$3,650,000. idX is considering investing \$2 million in tooling and equipment and creating an additional 150 jobs over a three year period. idX will be applying for \$3,020,000 in grants for the expansion and job creation. The difference between the sales price and appraisal can be used for the \$300,000 match required by the granting agency. idX is weighing expanding this facility versus one in Virginia or Indiana. Annual rent for this facility is \$392,736.

idX's appraisal of the building was \$2.7 million. Their inspector estimated that the building needs about \$2.1 million of basic repairs. Major issue is the sections of the roof that will need to be replaced in a few years and asbestos and mold in the offices.

By motion of Mayor Pro tem Roberson, seconded by Councilman Brooks, Council accepted the offer to purchase the building at 234 Springs Road by idX Corporation and authorized the City Manager to execute the purchase bid offer, subject to Council's approval of the purchase agreement and repayment of supplemental rent.

Councilman Mercer verified that the purchase agreement will come back to Council for final approval.

AUTHORIZE – CITY MANAGER TO EXECUTE A LEGALLY BINDING COMMITMENT WITH METROPOLITAN HOUSING AND COMMUNITY DEVELOPMENT COMPANY, INC.

At the request of Rev. David Moore, and by motion of Councilman Mercer, seconded by Councilman Brooks, Council agreed to continue this request until a later date.

ANY OTHER ITEMS FROM CITY MANAGER: NONE –

ANY OTHER BUSINESS FROM THE MAYOR OR OTHER MEMBERS OF COUNCIL
DISCUSS – KUGLER FIELD

Mayor Jennings explained that he and the City Manager have been to the Board of Education and have, basically, asked the Board of Education to make a decision around Kugler Field. We put to them that either decision — either they continue to own Kugler and would be solely responsible for any repair, maintenance, et cetera or we would own Kugler at their consideration and we would be wholly responsible. Mayor Jennings said that we asked for the opportunity to budget, et cetera, in that case. During that discussion period, the Board of Education asked for our preference. He advised the Board that he could not speak for the Council which is why he asked Council at the last meeting to think about their preference.

Each council member said he supports the city acquiring ownership of Kugler Field. Councilman Mercer explained that we've had use of that field for many, many years under a contractual arrangement that has never really been beneficial to the city. "Let's own it and do it the way we want to, or let them have it and they can do what they want to. I prefer that in be in our hands so we can utilize it."

Mayor Jennings said he would write a letter to the school board to inform it of the council's decision to assume ownership of Kugler Field, if the school board is willing for that to happen. "There are some legal hurdles if the Board of Education decides to go in that direction that would have to be cleared. The attorney has worked on that file, but I am convinced, particularly with the (Kugler) family's approval, that can be done. This bounces the ball back to the Board of Education. It simply states our preference.

DISCUSS – GEOGRAPHIC INFORMATION SYSTEM (GIS)

Councilman Pitt noted that no discussion was needed on this item.

WASHINGTON HOUSING INC. – CDBG GRANT 09-C-2050

Mayor Pro tem Roberson asked for staff to provide a detailed update regarding the financials of the Washington Housing Inc.

HURRICANE PREPAREDNESS

Mayor Pro tem Roberson asked for staff to provide an update regarding hurricane preparedness. Chief Robbie Rose will provide an update at the next Council meeting on August 26th.

JACK'S CREEK

Mayor Pro tem Roberson also expressed concerns with the appearance and water quality of Jack's Creek. There's got to be something we can do to eliminate the problem at Jack's Creek in terms of the water, the way it looks. I think we ought to take pumps out and let Mother Nature take its course. I know that's met with opposition, but I think it needs to be revisited because that's definitely something I think everybody in Washington is not proud off. It's something we need to address. I think we need to take care of that.

Mayor Jennings asked staff to make recommendations concerning Jack's Creek at the council's Aug. 26 meeting.

DOCKS

Councilman Moultrie asked about a timeline regarding the plan for the management of the City docks. City Manager Brian Alligood explained that staff will have a recommendation for at the August 26th Council meeting. He explained that he has had conversations with: City staff, recreation advisory, and Washington Harbor District Alliance and I need to pull all of those conversations into a recommendation.

REMINDER

***Update from Mid-East Commission at Beaufort County Community College, Building 10 at 6:00pm**

ADJOURN – UNTIL MONDAY, AUGUST 26, 2013 AT 5:30 PM, IN THE COUNCIL CHAMBERS AT THE MUNICIPAL BUILDING

By motion of Councilman Moultrie, seconded by Councilman Brooks, Council adjourned the meeting until Monday, August 26, 2013 at 5:30pm in the Council Chambers at the Municipal Building. (subject to approval of City Council)

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

The Washington City Council met in a continued session on Monday, August 26, 2013 at 5:30 pm in the City Council Chambers at the Municipal Building. Present were: Archie Jennings, Mayor; Bobby Roberson, Mayor Pro tem; Doug Mercer, Councilman; William Pitt, Councilman; Richard Brooks, Councilman; Brian Alligood, City Manager; Cynthia S. Bennett, City Clerk and Franz Holscher, City Attorney.

Councilman Moultrie was absent and excused from the meeting.

Also present were: Matt Rauschenbach, Administrative Services Director/C.F.O.; Stacy Drakeford, Fire & Police Services Director; Robbie Rose, Fire Chief; Allen Lewis, Public Works Director; Keith Hardt, Electric Utilities Director; John Rodman, Community/Cultural Resources Director; Kristi Roberson, Parks and Recreation Manager; Susan Hodges, Human Resources Director; Gloria Moore, Library Director; Lynn Lewis, Tourism Director; and David Carraway, IT Department.

Mayor Jennings called the meeting to order and Mayor Pro tem Roberson delivered the invocation.

APPROVAL/AMENDMENTS TO AGENDA

Mayor Jennings added an update on the Coastal Warning Display Tower.

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

UPDATE: COASTAL WARNING DISPLAY TOWER

Ray Midgett of 108 Simmons Street updated Council on the Coastal Warning Display Tower project and recognized some of the organizations involved in this project. The tower has been erected and located next to the Estuarium and weather signal flags have been ordered. The flags will be displayed each day once they arrive.

Mr. Midgett thanked City Council, NC Estuarium, Jim Miller and family, Bill Sykes with Washington Harbor District Alliance, Little Washington Sailing School. Mr. Sykes and Little Washington Sailing School contributed the funds for the purchase of the weather signal flags. The flag pole was provided by West Marine & Carolina Yachting Center. Doug Wright – neighbor next door to where the tower had been located allowed trucks on his property. Hugh Sterling provided history of the tower and signal lights. John Rodman spearheaded the project and made sure things worked well. Also, he thanked Jeff Mosley and Mosley Construction.

Mayor Jennings thanked Mr. Midgett for his role in this project and a heartfelt thank you for the collective efforts of all involved. Mayor Jennings remarked that the tower is a great addition to the waterfront.

MEMO: RECOMMENDED MANAGEMENT STRUCTURE FOR WATERFRONT DOCKS

City Manager, Brian Alligood explained the memo presented to Council regarding recommended management structure for the waterfront docks.

(Begin memo) SUBJECT: Recommended Management Structure for Waterfront Docks

At the July 29, 2013 Committee of the Whole meeting, John Rodman, Community and Cultural Services Director, made a presentation on management options for the waterfront docks. After Mr. Rodman's presentation the City Council directed the City Manager to review the previously adopted waterfront docks business plan with City staff and provide a recommendation to the Council on a management plan. Based on that direction and after discussions with John Rodman; Parks and Recreation Department Manager Kristi Roberson; Recreation Advisory Committee Chairman Joe Taylor, and Harbor District Alliance Chairman Chris Furlough, the following recommendations are made:

1. Creation of a part-time Dockmaster position to manage staff, market the docks and oversee facility maintenance. The Dockmaster would report directly to Mr. Rodman.
2. Reduction of part-time dock attendants to 3 positions with 1 working year round, 1 working seasonally and 1 working peak months.
3. Creation of a 5 member Waterfront Docks Committee to advise and make recommendations to the Dockmaster and Mr. Rodman. Members of the Committee would include 3 at-large members selected by Council based on their boating experience and 2 members of the Harbor District Alliance Maritime Committee.
4. Delineation of areas of responsibility for the Dockmaster to include the docks and waterfront area with the Festival Park area remaining under the supervision of the Parks and Recreation Manager.
5. Separation of financial responsibilities from the existing Parks and Recreation budget to a new Waterfront Docks budget. No new funding would be needed and the budget would remain in the General Fund.

It is my belief that this proposed management structure will reduce costs, focus attention on the unique recreation/business aspects of the docks by taking advantage of Mr. Rodman's experience as a boater, allow continued oversight of Council by committee appointments, and help the waterfront dock area flourish as on one of the "door steps" to the City while continuing to preserve its rich maritime history. (end memo)

Mr. Alligood noted that currently there are 5 part-time and 2 temporary staff at the waterfront docks and numbers will be reduced by 3. Councilman Mercer questioned the following:

Recommendation #4 – Councilman Mercer: Define docks and waterfront area: response from Mr. Alligood - it will be from the promenade to the water area, boardwalk, and area including trash cans etc. but the parking lot area will remain with Public Works. Staff recommendation was not to make this change until actually the bathroom facilities were completed. Festival Park would remain under the Recreation Department. Councilman Mercer confirmed that basically from the sidewalk on the Southside of Stewart Parkway to the water including the piers and then

the boardwalk and Mr. Alligood responded 'yes'. Councilman Mercer questioned who would be responsible for the remainder of the area that is currently considered dock and waterfront (north of Stewart Parkway) and Mr. Alligood responded Public Works. Councilman Mercer inquired who will handle all the paperwork that is normally handled by the administrative staff and Mr. Alligood stated it would be handled by the supervisor for the dock attendants.

Councilman Mercer questioned recommendation # 3 – and Mr. Alligood said this is the recommendation now. Also under recommendation # 3 Councilman Mercer questioned membership of the Committee - the 2 members of the Harbor District Alliance Maritime Committee. Councilman Mercer suggested all appointments to be made by City Council with Washington Harbor District Alliance making recommendations to Council and these recommendations will be considered with all others presented to Council. Mr. Alligood noted staff could make that change. Councilman Mercer said with reduction of work on the current administrative staff now a major function of this group, the workload will be taken away and inquired what will they (staff) be doing from now on? Mr. Alligood noted there are plenty of other things they will have the opportunity to do with Recreation programs and managing what they have now. Mr. Alligood understood that this was an additional work load that had been added onto the Recreation Department. Councilman Mercer - we have been able to accommodate the work load of the docks for at least 10+ years and now we are taking away all the recreational maintenance activities at the complex and given it to the Public Works Department. Now we are going to take away the docks; yet we will retain the same staff that we had in the past years. Mr. Alligood reiterated that this will allow focus on the recreational piece and there is not a need at this time to reduce Recreation staff but we can look at it during the budget process.

Councilman Mercer addressed a conversation he heard that was not included in the paperwork "you are not planning on implementing this until you get the Harbor Masters building built. Mr. Alligood explained this was a conversation that he and Mr. Rodman had that would allow them to put together a job description and do a little work to make the transition. As we go into the winter months there is a reduction in staff a new hire would be made later during the year but it would all coincide with bringing everyone together when the facility opens. Councilman Mercer stated if the bid package would be going out next week with bids being due back in later this month, it would be early October before Council award the bid and then construction scheduled 9-12 months. This is saying we will not implement any changes until the middle of next year at the earliest and Mr. Alligood agreed 'yes' this was our conversation. Councilman Mercer noted he was going to recommend that if Council was going to make some changes that we try it for a period of six months and this would carry us into the budget making process for next year. If we are going to be into the middle of next year or into the first part of the next fiscal year before you implement this program it will give Council the opportunity to discuss this project without his recommendation (Mr. Alligood stated this was their conversation).

Mayor Pro tem Roberson suggested he would like to move the budget process up (start in January) because we wait too late and are always cramped right at the end. Mayor Pro tem Roberson requested having a cost estimate on the facility in the proposed budget based on what is anticipated in the revenue/expenses for the facility.

Councilman Pitt agreed that a trial period is something we need to go to since this is something new and there needs to be a way we can go back to the original system if this doesn't work. Councilman Pitt reminded Council to be aware that the face of Council could change dramatically between now and the time this project starts.

Mayor Jennings recommended launching the change in the spring and this way we can work up during the winter months and actually be ready for boating season when it comes through. There is a lot of work to be done leading up to an unveiling and this will give us three months of actuals to base the next budget on. We want to launch a positive development around the waterfront and noted he is thankful this restructuring will go through Mr. Rodman.

By consensus, Council agreed to the recommendation as presented and directed staff to proceed accordingly.

Mayor Jennings thanked Fred Watkins for his letter and Mr. Watkins suggested implementation to begin in the fall or winter that he wouldn't wait until spring. Mayor Jennings voiced we have faces in place already and shared in all fairness, he would agree with Mr. Watkins on a normal time line. There will be another staffing event in November with the elections and decks need to be cleared because new faces will be making the appointments.

MEMO: JACK'S CREEK

City Manager, Brian Alligood reviewed the memo regarding Jack's Creek and mentioned when the project was completed we created a large retention basin in that area.

(Begin memo) SUBJECT: Jack's Creek

At the August 12, 2013 Council meeting, the subject of the possible removal of the stormwater pump station at Jack's Creek was mentioned under the assumption that water in the creek would then rise and lower with the tide. This would indeed allow the water in the creek to rise and fall along with the tide in the river. However, this would significantly reduce the storage capacity in the event of heavy rain events. With the current infrastructure in place, there is anywhere from 2' to 4' difference in the elevation of the water on either side of Park Drive on a daily basis. During a wind driven high tide, the difference is even greater. If water were allowed to "come and go" in the creek as in the river, the water level in the creek would be 2-4' higher on any given day thus eliminating a huge amount of storage capacity in the event of a heavy rain event. For all practical purposes, Jack's Creek upstream of Park Drive is a retention pond. Decreasing the storage capacity of creek would be like keeping retention ponds filled with water all the time. During the quick, heavy downpours that we are susceptible to almost daily, this could very easily mean the difference between water in surrounding streets and during long periods of heavy rain it could easily lead to structures being flooded.

We have currently been keeping water levels in the creek extremely low because of the daily forecast of rain. This pulls duckweed, which looks like a green film across the creek, into the creek from the ditches that feed into Jack's Creek. We have been working recently with the company that helps us control the duckweed in the creek to help combat the issue that this rainy period has brought on. The herbicide that they spray to help curb the duckweed works best when

the water is not moving. Due to the very wet late spring/early summer we have had, the herbicide has not been as effective as it could be under optimum conditions. Again though, we are working with our contractor to address this issue on a weekly basis at this time. (end memo)

Mayor Pro tem Roberson inquired how many engineering reports have we received on Jack' Creek and Mr. Lewis responded two that he is aware of. Mayor Pro tem Roberson requested Mr. Lewis provide a two page summary of the report.

Councilman Mercer commented that the Manager is correct and it is more like a retention pond. The pumps we have don't have the capacity to get the water out. Duckweed is a major problem and he had suggested the introduction of vegetative eating fish (tilapia) and Mr. Lewis did pursue it. Mr. Lewis discussed some of the issues going on at Jack's Creek. Mr. Alligood said we have had conversation concerning tilapia and they would have to be sterile - Mr. Lewis voiced the State is concerned if you have events and the gates opens up and the tilapia go out into the river stating they will eat anything they come in contact with. Mayor Jennings voiced we do not want to do anything to damage the environment in the river at large but Jack's Creek looks awful.

Councilman Brooks suggested we need to clean the pond (dredge) out again or lower the pumps. Mr. Lewis recommended flattening out the slopes would be more beneficial but you would be looking at (\$100,000). Councilman Mercer pointed out there is very little opportunity to do slope back work.

Mayor Jennings requested an update at the next Committee of the Whole on Iron Creek. Councilman Mercer requested a ratio of rainfall to water level rising in the retention pond - Mr. Lewis will provide this information at the next Committee of the Whole meeting.

ADOPT: BUDGET ORDINANCE AMENDMENT – SOLAR PROJECT 3 (\$210,000)

City Manager, Brian Alligood explained this item came after the August 12, 2013 agenda but following directive from Council he did not want to add items at the last minute and held off presenting this one until the Committee of the Whole meeting.

The funds are needed for required electric system upgrades in order to connect a large scale photovoltaic (PV) generating facility to the City's electric system. All of the expenditures for this project will be reimbursed by the requesting entity. This project is located at 1680 NC Hwy 92 East. This will be the third PV generating facility to be connected to the City's electric system.

The three projects are NC Hwy 92 East (1680), Whitepost 1, Whitepost 2 (Millfield), and Warren Field Airport.

Councilman Mercer inquired if we have an interconnect agreement and Mr. Alligood said 'yes'. Councilman Mercer "who signed it and when" (when did Council review and approve them)? Mr. Alligood voiced it was his understanding they were approved administratively. Councilman Mercer expressed his concern with this procedure and voiced we are entering into an agreement that's locking the City in to spending \$200,000-\$400,000 and even though we are

recouping the total cost it's a binding agreement. Once we put the equipment in place we are responsible for it. How many projects does an agreement cover – Mr. Alligood provided this info? What is the City's requirement in term of megawatts on a daily basis – Mr. Hardt answered no greater than 40 Meg. Councilman Mercer requested Council reviewing the interconnect agreement. Mr. Alligood noted they will be glad to get that information to Council. Councilman Mercer asked if the solar project impacted the peak demand we have during our summer month and Mr. Hardt said 'no'. Councilman Mercer pursued this concern.

Councilman Mercer requested holding off on the budget ordinance amendment until Council have an opportunity to review the interconnect agreement.

By motion of Councilman Pitt, seconded by Councilman Brooks, Council adopted a budget ordinance amendment in the amount of \$210,000 for the electric fund. Motion carried 3-1 with Councilman Mercer opposing.

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2013-2014

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

Section 1. That the Estimated Revenues in the Electric Fund be increased in the amount of \$210,000 in the account Solar Project 3, account number 35-90-3500-3660.

Section 2. That the following account numbers in the Electric Director portion of the Electric Fund appropriations budget be increased by the amounts indicated:

35-90-7220-0460	Solar Project 3	\$210,000
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Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

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

Adopted this the 26th day of August, 2013.

s/Cynthia S. Bennett, CMC
City Clerk

s/N. Archie Jennings, III
Mayor

Recess

DISCUSSION: HURRICANE PREPAREDNESS

City Manager, Brian Alligood explained that Council had received the Hurricane Preparedness plan. Chief Rose is here to answer any questions Council should have regarding this program.

Councilman Pitt entertained this question to make sure these things are still in place: Fire/Police cease operation when wind speeds are sustained at 50 mph – Chief Rose 'yes'.

Mayor Pro tem Roberson questioned how we coordinate with the County operations and Chief Rose explained this procedure. Also, he noted typically a City of Washington staff liaison person is at the County Emergency Operation Center (EOC).

DISCUSSION: WASHINGTON HOUSING AUTHORITY (CDBG UPDATES)
CDBG Grant 09-C-2050 (Washington Housing Inc.)

City Manager, Brian Allgood reviewed bullet points of the Washington Housing Authority CDBG update on Grant 09-C-2050:

- John Rodman and I met with Marc Recko, CEO Washington Housing Authority – 8/22/13
- \$227,700 CDBG grant awarded for construction and occupancy of 13 LMI houses
- Legally binding agreement and promissory note with WHI, also City holds deed of trust on lots
- \$176,036.33 of grant spent to date (all remaining grant funds, \$51,663.67, frozen at this time)
- 8 lots purchased in Northgate Subdivision
- At this time DCA closing out grant and requesting recapture (3-year recapture)
- 1 construction loan closing on 8/29/13 (potential to meet performance)
- 1 construction closing within 2 weeks (potential to meet performance)
- If all 5 houses counted as meeting guidelines the City's exposure is \$108,330.05 (8/13 of \$176.036.33)
- 5 remaining lots available for construction or recapture (need \$21,666 each to cover exposure)
- Mr. Recko believes that if the 8 month extension is granted all 5 lots can be built out and qualified (10 of 13)
- Recent advertising campaign by WHA has received over 200 inquiries per Mr. Recko
- 3 remaining houses will need to be developed and qualified if held to 13 of 13 (could be 3 WHA owned lots on 7th Street or the purchase of 3 additional lots in Northgate)
- Spoke with Vanessa Blanchard of DCA today and she said to submit request to include the 2 lots closing under construction loans
- Mr. Recko would like opportunity to meet with DCA to discuss project history and recent developments in order to secure 8 month extension

Mayor Pro tem Roberson requested the Manager represent the City of Washington and not the Housing Authority Director at the DCA meeting. Mayor Jennings reiterated that if anyone goes to Raleigh, the Manager will accompany them – Mr. Allgood 'yes'.

Council had requested a Housing Authority Financial review audit. Mr. Allgood noted that the City Attorney is reviewing this audit.

ADJOURN – UNTIL MONDAY, SEPTEMBER 9, 2013 AT 5:30 PM IN THE COUNCIL CHAMBERS AT THE MUNICIPAL BUILDING

By motion of Councilman Pitt, seconded by Councilman Brooks, Council adjourned the meeting until Monday, September 9, 2013 at 5:30 pm in the Council Chambers at the Municipal Building.

(Subject to approval of City Council)

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



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Matt Rauschenbach, Administrative Services Director/C.F.O.
Date: September 9, 2013
Subject: Purchase Orders > \$20,000 Approval
Applicant Presentation: N/A
Staff Presentation: Matt Rauschenbach

RECOMMENDATION:

I move that City Council approve the attached purchase orders.

BACKGROUND AND FINDINGS:

Requisition #13427, \$43,696.68, to Utility Service Co., Inc., for elevated tank maintenance, account 30-90-8140-4500.

Requisition #13429, \$38,420, to Commercial Solutions Inc., for replacing the Peterson Building roof, account 10-40-6120-7401.

Requisition #13441, \$43,750, to Hospital Pharmacy, for RX drug purchase under the job creation CDBG grant, account 57-60-4930-4500.

Requisition #13471, \$46,500, to Rediron Associates, LLC, to construct a truck shelter, account 35-90-8390-7401.

Requisition #13474, \$36,157.99, to Atlantic Power Systems of NC, Inc, for peak shaving generator inspection, account 35-90-8370-1600.

Requisition #13486, \$20,000, to Shealy Electric, for an AMR mobile collector, account 35-90-7250-7401.

Requisition #13498, \$31,620, to Westinghouse Electric Supply, for a recloser for Solar Project 4, account 35-90-7220-0470.

Requisition #13511, \$22,681.90, to Bobcat of Johnston County, to purchase a skid-steer loader for Pamlico Fencing through the CDBG job creation grant, account 57-60-4930-4500.

PREVIOUS LEGISLATIVE ACTION

2013-2014 adopted budget and amended budget.

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

Requisitions

City Manager Review: bid Concur _____ Recommend Denial _____ No Recommendation _____

9/4/13 Date September 9, 2013 Page 24 of 79

Requisition Form

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

Requisition #:13427
PO #: Not Assigned
User Name: Frankie Buck

Date: 08/12/2013
Approved By:
Approved Code: Awaiting Final Approval
Total Amount: \$43,696.68
Ship To:
CITY OF WASHINGTON WAREHOUSE (PW)
203 GRIMES ROAD
WASHINGTON, NC 27889

UTILITY SERVICE CO. INC.
200 OLD COVERED BRIDGE RD.
MADISON, NC 27025

Quantity	Description	Job Number	Unit Price	Extended
1	ELEVATED TANK MAINTENANCE		\$43,696.68	\$43,696.68
Sub Total				\$43,696.68
Total Tax				\$0.00
Total				\$43,696.68

Account Number	Account Description	Amount
30-90-8140-4500	CONTRACT SERVICES	\$43,696.68
Total		\$43,696.68

Approval List

Dept Level Approval: _____
Department Head: _____
PO Level Approval: _____
Purchase Order Prep: _____

Requisition Form

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

Requisition #:13429
PO #: Not Assigned
User Name: Mike Whaley

Date: 08/09/2013
Approved By:
Approved Code: Awaiting Final Approval
Total Amount: \$38,420.00

COMMERCIAL SOLUTIONS INC.
9400-1 RANDELL ROAD
RALEIGH, NC 27603

Ship To:
CITY OF WASHINGTON WAREHOUSE
203 GRIMES ROAD
WASHINGTON, NC 27889

Vendor Instructions: Peterson Roof, Mike Whaley, 252-975-9308. Attn: Scott Clayton

Quantity	Description	Job Number	Unit Price	Extended
1	Labor and material to install Carlisle 100 mil Fleece backed TPO roof system. Flash and seal all curbs, plumbing pipes and other roof penetrations. Fabricate and install new 24 gauge Kymar coated steel drip edge around perimeter of building. All work to be done with OSHA approved safety equipment. Membrane seams to be a minimum of 5 1/2" overlap with 1 1/2" hot air weld to seam membrane together. Install NP-1 urethane sealant to all required points. There will be a 15 year Manufacturer's Total System Warranty (Materials and Workmanship).		\$28,220.00	\$28,220.00
1	Supply and install new 24 gauge Kymar coated steel gutters and required downspouts.		\$7,950.00	\$7,950.00
1	Replace 3 new matching style skylights on existing curbs.		\$2,250.00	\$2,250.00
			Sub Total	\$38,420.00
			Total Tax	\$0.00
			Total	\$38,420.00

Account Number	Account Description	Amount	
10-40-6120-7401	INSTALLMENT PURCHASES	\$38,420.00	
		Total	\$38,420.00

Approval List

Dept Level Approval:	_____
Department Head:	_____
PO Level Approval:	_____
Purchase Order Prep:	_____

BID TABULATION

Bid for: Peterson Building Roof
Opened: 10:00 AM, Thursday
August 8, 2013

<u>Item</u>	<u>Description</u>	<u>Curtis Roofing</u>	<u>CSI</u>
1	TPO Roofing	\$42,200.00	\$28,220.00
2	Gutter	\$4,600.00	\$7,950.00
3	Replace 3 skylights	N/A	\$2,250.00
Total		\$46,800.00	\$38,420.00

Recommendation: The recommended vendor would be CSI Roofing. The TPO thickness is 100 mil vs 60 mil from Curtis. He also quoted new skylights which are needed and his price is less than Curtis.

Signed: _____

Requisition Form

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

Requisition #:13441
PO #: Not Assigned
User Name: Jessica Selby

Date: 08/14/2013
Approved By: Jessica Selby
Approved Code: Awaiting Final Approval
Total Amount: \$43,750.00

HOSPITAL PHARMACY
601 E. 12TH STREET
WASHINGTON, NC 27889

Ship To:
CITY OF WASHINGTON CITY HALL (PLANN
102 EAST SECOND ST.
WASHINGTON, NC 27889

Vendor Instructions: DO NOT MAIL
COMMUNITY DEVELOPMENT
JESSICA SELBY
2529759383

Quantity	Description	Job Number	Unit Price	Extended
1	FUNDS FOR RX DRUG PURCHASES UNDER THE JOB CREATION CDBG GRANT. AMOUNT NOT TO EXCEED 43,750		\$43,750.00	\$43,750.00
Sub Total				\$43,750.00
Total Tax				\$0.00
Total				\$43,750.00

Account Number	Account Description	Amount
57-60-4930-4500	JOB CREATION	\$43,750.00
Total		\$43,750.00

Requisition Approval History

Approval Date	Approval Description	Approved by	PO Number
8/14/2013	DEPT LEVEL APPROVAL	Jessica Selby	Not Assigned

This Requisition is awaiting Final PO Approval

Approval List

Dept Level Approval:	_____
Department Head:	_____
PO Level Approval:	_____
Purchase Order Prep:	_____

Requisition Form

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

Requisition #:13471
PO #: Not Assigned
User Name: Al Leggett

Date: 08/21/2013
Approved By:
Approved Code: Awaiting Final Approval
Total Amount: \$46,500.00

REDIRON ASSOCIATES, LLC
234 RIVERSIDE ROAD
WASHINGTON, NC 27889

Ship To:
CITY OF WASHINGTON WAREHOUSE (ELEC
203 GRIMES ROAD
WASHINGTON, NC 27889

Vendor Instructions: Electric T&D
Al Leggett
975-9315

Quantity	Description	Job Number	Unit Price	Extended
1	Propose to construct new add on truck shelter for equipment storage. Note: Cost increase due to cost of steel going up when original quote was given for budget year 2012/13. All of the \$4500.00 cost increase can be covered in the cost center it's in. We came in undercost on bush hog and trencher trailer by \$2555.00 and the rest will be saved on engineering projects cost.		\$46,500.00	\$46,500.00
Sub Total				\$46,500.00
Total Tax				\$0.00
Total				\$46,500.00

Account Number	Account Description	Amount
35-90-8390-7401	INSTALLMENT PURCHASES	\$46,500.00
Total		\$46,500.00

Approval List

Dept Level Approval:	_____
Department Head:	_____
PO Level Approval:	_____
Purchase Order Prep:	_____

Requisition Form

City Of Washington

P.O BOX 1988

WASHINGTON, NC 27889

Requisition #:13474

PO #: Not Assigned

User Name: Ed Pruden

Date: 08/22/2013

Approved By: Keith Hardt

Approved Code: Awaiting Final Approval

Total Amount: \$36,157.99

Ship To:

CITY OF WASHINGTON WAREHOUSE (ELEC

203 GRIMES ROAD

WASHINGTON, NC 27889

ATLANTIC POWER SYSTEMS OF NC, INC.

3252 SAINT DELIGHT'S CH. RD.

NEW BERN, NC 28560

Vendor Instructions: ELECTRIC DEPT, ED PRUDEN 252-975-9365
QUOTE DATED 8/21/2013

Quantity	Description	Job Number	Unit Price	Extended
1	PEAK SHAVING GENERATORS PM LEVEL 1 INSPECTION		\$5,923.00	\$5,923.00
1	PEAK SHAVING GENERATORS PM LEVEL 2 INSPECTION, LABOR & MATERIALS		\$29,024.99	\$29,024.99
1	FUEL TANKS FOOT VALVE REMOVAL, CLEANING AND RE-INSTALLATION, 11 TANKS		\$1,210.00	\$1,210.00
			Sub Total	\$36,157.99
			Total Tax	\$0.00
			Total	\$36,157.99

Account Number	Account Description	Amount
35-90-8370-1600	MAINT/REPAIR EQUIP	\$36,157.99
		Total
		\$36,157.99

Requisition Approval History

Approval Date	Approval Description	Approved by	PO Number
8/22/2013	DEPT LEVEL APPROVAL	Keith Hardt	Not Assigned

This Requisition is awaiting Final PO Approval

Approval List

Dept Level Approval:	_____
Department Head:	_____
PO Level Approval:	_____
Purchase Order Prep:	_____

Requisition Form

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

Requisition #:13486
PO #: Not Assigned
User Name: Ed Pruden

Date: 08/27/2013
Approved By:
Approved Code: Awaiting Final Approval
Total Amount: \$20,000.00

SHEALY ELECTRIC
422 FAIRFOREST WAY
GREENVILLE, SC 29607

Ship To:
CITY OF WASHINGTON WAREHOUSE (ELEC
203 GRIMES ROAD
WASHINGTON, NC 27889

Vendor Instructions:ELECTRIC DEPT, ED PRUDEN 252-975-9365
QUOTE DATED 8/23/2013

Quantity	Description	Job Number	Unit Price	Extended
1	MC3 SMALL MARKET EDITION W/PORTABLE WIRING KIT, TO INCLUDE,MC3 RF UNIT, MC SOFTWARE VERSION 3.4.2, TOUGHBOOK CF-53 LAPTOP W/DVD, POWER ADAPTER, DC AUTO		\$20,000.00	\$20,000.00
Sub Total				\$20,000.00
Total Tax				\$0.00
Total				\$20,000.00

Account Number	Account Description	Amount
35-90-7250-7401	INSTALLMENT NOTE PURCHASE	\$20,000.00
Total		\$20,000.00

Approval List

Dept Level Approval:	_____
Department Head:	_____
PO Level Approval:	_____
Purchase Order Prep:	_____

Requisition Form

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

Requisition #: 13498
PO #: Not Assigned
User Name: Ed Pruden

Date: 08/28/2013
Approved By:
Approved Code: Awaiting Final Approval
Total Amount: \$31,620.00

WESTINGHOUSE ELECTRIC SUPPLY
3025 STONYBROOK DRIVE
RALEIGH, NC 27604

Ship To:
CITY OF WASHINGTON WAREHOUSE (ELEC
203 GRIMES ROAD
WASHINGTON, NC 27889

Vendor Instructions: ELECTRIC DEPT, ED PRUDEN 252-975-9365
SOLAR PROJECT 4

Quantity	Description	Job Number	Unit Price	Extended
1	R3722HD7323F441E02, ABB OVR RECLOSER, 38 kV, 1200 A, 170 kV BIL, POLE MOUNTING FRAME TO ACCOMIDATE 3 SINGLE BUSHING PTs @ 125kV BIL ASSEMBLED, 40' CONTROL CABLE, 40' 5-PIN PT CABLE, 120/240 VAC CONTROL POWER, COMM TYPE		\$20,685.00	\$20,685.00
3	4 CARD, NEMA 4 HOLE PADS, OTHER OPTION PER QUOTE E9629A74G14, HCEP VOY-20G, 19920/34500GY, PT RATIO 166:1, SHIPPED TO ABB AND INSTALLED ON POLE MOUNT OVR FRAME		\$3,645.00	\$10,935.00
Sub Total				\$31,620.00
Total Tax				\$0.00
Total				\$31,620.00

Account Number	Account Description	Amount
35-90-7220-0470	SOLAR PROJECT 4	\$31,620.00
Total		\$31,620.00

Approval List

Dept Level Approval:	_____
Department Head:	_____
PO Level Approval:	_____
Purchase Order Prep:	_____

Requisition Form

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

Requisition #:13511
PO #: Not Assigned
User Name: Jessica Selby

Date: 08/30/2013
Approved By: Jessica Selby
Approved Code: Awaiting Final Approval
Total Amount: \$22,681.90

BOBCAT OF JOHNSTON COUNTY
154 CLEVELAND CROSSING DRIVE
GARNER, NC 27529

Ship To:
CITY OF WASHINGTON CITY HALL (PLANNING)
102 EAST SECOND ST.
WASHINGTON, NC 27889

Vendor Instructions: DO NOT MAIL
COMMUNITY DEVELOPMENT
JESSICA SELBY
2529759383

Quantity	Description	Job Number	Unit Price	Extended
1	PURCHASE OF BOBCAT SKID-STEER LOADER FOR PAMLICO FENCING THRU THE CDBG SBEA JOB CREATION GRANT. AMOUNT NOT TO EXCEED 22681.90		\$22,681.90	\$22,681.90
Sub Total				\$22,681.90
Total Tax				\$0.00
Total				\$22,681.90

Account Number	Account Description	Amount
57-60-4930-4500	JOB CREATION	\$22,681.90
Total		\$22,681.90

Requisition Approval History

Approval Date	Approval Description	Approved by	PO Number
8/30/2013	DEPT LEVEL APPROVAL	Jessica Selby	Not Assigned

This Requisition is awaiting Final PO Approval

Approval List

Dept Level Approval: _____
Department Head: _____
PO Level Approval: _____
Purchase Order Prep: _____



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Stacy Drakeford, Director of Police & Fire Services
Date: August 20, 2013
Subject: Award Captain Jimmy Pollard his police shield and service weapon upon his retirement.
Applicant Presentation: N/A
Staff Presentation: Stacy Drakeford, Director of Police & Fire Services

RECOMMENDATION:

The purpose of this Council Action is to request that Captain Jimmy Pollard be awarded his police shield and service weapon upon retirement on September 30, 2013.

The request is made in accordance with N.C.G.S. 20-187.2(a) and past traditions of the Washington Police Department and other law enforcement agencies,

BACKGROUND AND FINDINGS:

Captain Jimmy Pollard began his employment with the City of Washington Police Department on October 03, 1984. Captain Jimmy Pollard will retire from the City of Washington, after 30 years of creditable service to its citizens, effective September 30, 2013. I would like to request that the City Council award to Captain Jimmy Pollard his police shield and declare as surplus his service weapon a Glock Model #21, Serial #DGM915US to be awarded to him upon his retirement.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

Copy of N.C.G.S. 20-187.2(a)

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: Stacy Concur _____ Recommend Denial _____ No Recommendation
9/4/13 Date



P.O. Box 1865 Washington, NC 27889

Phone 252-402-7878 Email: littlewashingtonsailing@gmail.com

Web: Littlewashingtonsailingschool.org

To: Washington City Council
From: Little Washington Sailing School
Dot Moate/Anne Kumins
Date: August 28, 2013

2013 Highlights:

- Received our 501(c)(3) status from the IRS, April, 2013.
- Record registration--100 Students --Greenville, Washington, other towns in NC & Out of State.
- US Sailing Instructor classes held in May; Instructor provided by US Sailing.
- 8 weeks all day classes for beginners. June 10 – August 2
- 2 weeks all day classes for advanced students – August 5 – August 16
- Pacific Seacraft repaired boats which were in tiptop shape at beginning of season.
- Promoted LWSS in WDN; Greenville Daily Reflector; Radio/TV Shows; Facebook; schools here & Greenville; MITS & Pirates Day; free boat rides at Summer Festival.
- Several former students returned to volunteer their time to the the school.
- Teamed up with PAL (5 scholarships) plus 9 other scholarships to students.
- Regatta -Capt Sam's Boat docks - August 24 funds donated to LWSS.
- Purchased 14 new life jackets with funds donated by one of our volunteers, Diana Lambeth.
- Thanks to our Foundation sponsors: Carolina Wind Yachting Center; Capt Sam's Boat Yard; Cypress Landing Yacht Club; Potash Corp-Aurora; Pamlico Sailing Club and Pacific Seacraft. Also to West Marine for providing good service w/discounts on items; Down on Main for preparing lunches each day.
- Donated \$200 to WHDA in support of the Weather Display Tower project.
- Ended season with the largest positive cash flow in the history of the school.
- Thank you to the City of Washington for supporting us and WHDA who was our founding organization.
- New Board Chairperson for LWSS, Anne Kumins.

Plans for 2014

- Hire new instructors; 1 lead instructor and 1 assistant instructor.
- Enhance our relationship with PAL and other programs to encourage more scholarship students to participate.
- Reduce the advanced class to one week session. (beginner classes are most popular)
- Move the classroom to larger facility.
- Increase number of students to maximum capacity of 120!

Load Management Device Installation Report

Project Start Date : October 2010

	July 2013	Project to Date
Total Load Management Device Installations	31	2,098
Total Accounts Added with Load Management	22	1,588
Appliance Control Installations		
Air Conditioner / Heat Pump	25	1,609
Auxiliary Heat Strip	5	798
Electric Furnace	0	253
Water Heater	9	1,273
Total Encumbrances to Date		
Load Management Devices		\$65,600
Contractor Installations		\$220,000
Total Project Encumbrances		\$285,600
Total Expenses to Date		
Load Management Device Purchases		\$65,600
Contractor Installation Expenses	\$2,305	\$215,030
Total Project Expenses		\$280,630
Average Cost per Load Management Device Installed		\$134
Average Installed Cost per Controlled Appliance		\$71
Load Management Devices Remaining in Stock	402	

Load Management Device Installation Report

Project Start Date : October 2010

	August 2013	Project to Date
Total Load Management Device Installations	106	2,204
Total Accounts Added with Load Management	65	1,653
Appliance Control Installations		
Air Conditioner / Heat Pump	68	1,677
Auxiliary Heat Strip	27	825
Electric Furnace	4	257
Water Heater	51	1,324
Total Encumbrances to Date		
Load Management Devices		\$65,600
Contractor Installations	\$15,000	\$235,000
Total Project Encumbrances		\$300,600
Total Expenses to Date		
Load Management Device Purchases		\$65,600
Contractor Installation Expenses	\$8,160	\$223,190
Total Project Expenses		\$288,790
Average Cost per Load Management Device Installed		\$131
Average Installed Cost per Controlled Appliance		\$71
Load Management Devices Remaining in Stock	296	

Mayor
Archie Jennings

City Manager
Brian M. Alligood



Washington City Council

Richard Brooks
Doug Mercer
Edward Moultrie
William Pitt
Bobby Roberson

To: Mayor Jennings & Members of the City Council
From: Matt Rauschenbach, C.F.O.
Date: September 9, 2013
Subject: General Fund Budget Transfer

The Budget Officer transferred \$3,900 of funding between the Parks & Rec Admin. and Aquatic Center departments of the General Fund to provide additional funds needed to repair the roof and replace a booster pump at the Aquatic Center.

NC GS 159-15 states that this shall be reported to the Council at its next regular meeting and be entered in the minutes. Transfer request is attached

Request for Transfer of Funds

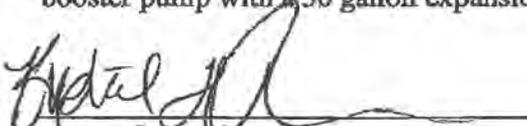
Date: 8-29-13

TO: City Manager or Finance Director
 FROM: Kristi Roberson, Recreation Manager
 SUBJECT: REQUEST FOR TRANSFER OF FUNDS

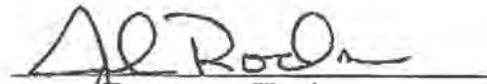
I hereby request the transfer of funds as set forth below from one account to another, all within the same appropriation fund account, as permitted and authorized by the General Statutes of North Carolina.

	Department	Account Number	Object Classification	Amount
FROM:	Recreation	10-40-6120	7401	2400.00
TO:	Recreation	10-40-6126	1600	2400.00

For the purpose of: replace current booster pump with a 1 horse power stainless steel booster pump with a 30 gallon expansion tank.



 Supervisor



 Department Head

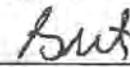
ACTION OF CITY MANAGER OR FINANCE DIRECTOR

Approved:

Disapproved:

* Request for Transfer of Funds from Department to Department require City Manager's approval.

** Request for Intradepartmental Transfer of Funds require Finance Director approval.



 City Manager or Finance Director

9/4/13

 Date

Request for Transfer of Funds

Date: 8-29-13

TO: City Manager or Finance Director
 FROM: Kristi Roberson, Recreation Manager
 SUBJECT: REQUEST FOR TRANSFER OF FUNDS

I hereby request the transfer of funds as set forth below from one account to another, all within the same appropriation fund account, as permitted and authorized by the General Statutes of North Carolina.

	Department	Account Number	Object Classification	Amount
FROM:	Recreation	10-40-6120	7401	1500.00
TO:	Recreation	10-40-6126	1500	1500.00

For the purpose of: fix current leaking issues on the Aquatic Center Roof.


 Supervisor


 Department Head

ACTION OF CITY MANAGER OR FINANCE DIRECTOR

Approved:

Disapproved:

* Request for Transfer of Funds from Department to Department require City Manager's approval.

** Request for Intradepartmental Transfer of Funds require Finance Director approval.


 City Manager or Finance Director

9/11/13
 Date



HUMAN RELATIONS COUNCIL

102 East 2nd Street

Washington, NC 27559

Phone: 252 975 1280

Human Relations Council (HRC) Report for the month of August Monday September 9, 2013 City Council Meeting

MISSION STATEMENT

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

SCHEDULED PUBLIC APPEARANCES AND/OR PRESENTATIONS:

Chairman Hughes acknowledged former Chair O'Pharrow and Vice-chair Cherry with a plaque expressing the board's heartfelt thanks for their dedicated and loyal service to the Human Relations Council from September 13, 2011 – July 9, 2013.

Discussion – Options for Fair Housing Forum – Nothing by way of additional report from last month.

Report – “National Night Out” – Criminal Justice Program Coordinator, Kimberly Grimes discussed diversity of ethnic groups which was very much pronounced at the Tuesday, August 6, 2013 event. Ms. Grimes shared there was a lot of support from the community this year naming a few and thanked City Council members for their support.

The Police and Fire services “meet and greet” event will be held at Westbrooke on Thursday, August 15, 2013 from 2-3 pm with staff meeting approximately 166 kids.

Discuss – Final draft of Ed Peed marker –

By motion of Board member Howard, seconded by Board member Ryals, the Board approved the final draft of the Ed Peed marker with the lighter green and white background and with the recommended language changes incorporated.

Review of By-laws –

Chairman Hughes voiced he had highlighted sections of the by-laws for the Board to review and directed the Board's attention to the following:

Article 1, Section 2: Service Area:

Chairman Hughes addressed the title of **Page 20 of 29** written in the by-laws

“Washington/Beaufort County Human Relations Council and was enlightened that former Chair

Evelyne Roberson requested this change to attract/involve residents from the County. The City Code states the title as "Human Relations Council" but he understands the need to reach Beaufort County. Following discussion, by consensus, the Board agreed to leave the title in the by-laws as "Washington/Beaufort County Human Relations Council.

Article III, Section 3 & 4: Membership:

Chairman Hughes voiced this article was written when this Council was formed and it talks about the initial Council members shall be appointed for the following terms: 3 members for one (1) year, 4 members for two (2) years and 4 members for three (3) years. Thereafter members will be appointed for three (3) year terms or to a term to fulfill an unexpired term due to vacancy. Chairman Hughes recommended this section reads "Members will be appointed for a three (3) year term or to a term to fulfill an unexpired term due to vacancy" and recommended deleting the word thereafter.

By motion of Vice-chair St. Clair, seconded by Board member Ryals, the Board agreed to delete the word thereafter and the sentence to read as: "Members will be appointed for a three (3) year term or to a term to fulfill an unexpired term due to vacancy".

Section 4: Chairman Hughes stressed how critical it is for Board members to attend the meetings.

By consensus, the Board agreed to leave this section of the by-laws as it stood.

Article IV, Section 1: Regular Meetings (*meeting schedule and frequency):

Chairman Hughes read from Article IV, Section 1: Regular Meetings: "The HRC shall hold regular meetings, usually on a monthly basis. The regular meeting shall be determined by the Council and all members will be notified in writing or electronically, at least five (5) days in advance. Chairman Hughes suggested the HRC held their regular meeting monthly because of all the activities they had going on at that time and stated he would like to recommend the Board meet only when there is a need. Chairman Hughes read the language from City Code which states meeting will be held at such time as they (the Human Relations Council) shall determine necessary.

By motion of Board member Howard, seconded by Vice-Chair St. Clair, the Board accepted the following language under Section 2-287 of the City Code – "The Human Relations Council shall meet as such times as it determines necessary".

Article VI, Section 1, 3 & 4: Election of Officers:

Article VI, Section 1: Chairman Hughes directed the Boards attention to the language which states "The election of officers for the HRC shall be held annually at the last meeting of Council's fiscal year". Chairman Hughes recommended the following language change: "The election of officers for the HRC shall be held annually at the first meeting of Council's fiscal year.

By motion of Board member Lodge, seconded by Vice-chair St. Clair, the Board accepted the following language change "The election of officers for the HRC shall be held annually at the first meeting of Council's fiscal year.

Article VI, Section 3: Chairman Hughes directed the Boards attention to the language which talks about the Chairman and/or Body shall appoint or elect a Nominating Committee. If appointed the member shall be ratified by HRC in regular or special meetings. The Nominating Committee shall be composed of three (3) members. The Nominating Committee shall present a slate of officers one month prior to the election. Chairman Hughes recommended rewording Section 3 to read: Nominations may be made upon petition from the floor and to delete Section 4 in its entirety.

By motion of Board member Howard, seconded by Vice-chair St. Clair, the Board accepted the rewording of Section 3 to read "Nominations may be made upon petition from the floor and to delete Section 4 in its entirety.

Article VIII, Section 2: Funding:

Article VIII, Section 2: Funding: Chairman Hughes directed the Boards attention to the language which talks about "The Council may prepare and present to the Governing Body an estimate of its monetary requirements until the end of the current fiscal year showing in detail the various purposes for which the money will be needed. The Governing Body, after making such modifications as they see fit, may approve a final budget for the Council until the end of the current fiscal year and may appropriate funds sufficient to meet such budget. Thereafter the Council shall annually (on or before March 1st) file with the City an estimate of its requirements for the ensuing fiscal year, an annual financial report for the past year, and such other information as such official may need in connection with his presentation to the Governing Body of the budget estimate required by law. Chairman Hughes recommended deleting the first two sentences and the word thereafter on the third sentence. Article VIII, Section 2: Funding will therefore begin with "The Council shall annually (on or before March 1st) file with the City an estimate of its requirements for the ensuing fiscal year, an annual financial report for the past year, and such other information as such official may need in connection with his presentation to the Governing Body of the budget estimate required by law".

By motion of Vice-chair St. Clair, seconded by Board member Howard, the Board accepted the deletion of the first and second sentence and to begin the third sentence with "The Council shall annually (on or before March 1st) file with the City an estimate of its requirements for the ensuing fiscal year, an annual financial report for the past year, and such other information as such official may need in connection with his presentation to the Governing Body of the budget estimate required by law".

Chairman Hughes voiced this will give the Board a working document to be in compliance with the City Code. Chairman Hughes directed the Boards attention to Article IX – Amendments which reads: These by-laws may be amended by submission of the proposed amendment to the Chairman or Secretary at least ten (10) days prior to a regular meeting. The amendment shall be approved by a vote of two-thirds of the membership of the HRC. These amendments should be submitted with the HRC report to City Council. Chairman Hughes called for a motion.

By motion of Vice-chair St. Clair, seconded by Board member Howard, the Board accepted all amendment changes with a report to be submitted to City Council.

Projects for year – Chairman Hughes opened the floor for suggested projects and voiced the need for outside support with a lot of the projects sponsored by the HRC. He directed the Board to think about projects we can sponsor that will make a difference. Some groups named for consideration: Ruth’s House or any domestic violence, child abuse (Teddy Bear), Social Services, and Bishop Jones – Purpose of God Annex.

OPEN DISCUSSION:

Cancellation of September meeting

ANNOUNCEMENTS & REMINDERS:

- Washington Utilities Advisory Board meeting Wednesday, August 21, 2013
- Downtown Motown & Seafood Festival scheduled for Saturday, August 24, 2013
- FREE GED ASSESSMENT DAY – Wednesday, August 21 from 8:45 am – 1 pm located in Building 8, on the BCCC Campus.

Washington Harbor District Alliance Report
Monday, September 3, 2013 City of Washington Council Meeting

Shop, Dine & Play in Downtown Washington Campaign
Second Postcard went out in July

An 8.5 x 11" postcard was sent to 10,000 homes in Cypress Landing, Greenville and New Bern. WHDA is working on the third postcard mail-out scheduled to go out in October.

Downtown Motown deemed a success

According to our budget (not all invoices have been received) Downtown Motown raised \$7,250.00 for Washington Harbor District Alliance. These are important funds that can be used for projects to improve the harbor district. But we also judge the success of this event in other terms. We set out to create an event that would interest the whole community, thereby creating a racially diverse event. We successfully met those goals by hosting over 500 people in Festival Park for a great day of music and camaraderie.

Merchants

We are pleased to report that a new retail store, "She's So Vain" has recently opened downtown. It is situated in the building that used to house the Curiosity Shop Restaurant.

Outreach

A couple great media reports have help boost the visibility of downtown Washington. This one was run in July on NC Now on UNC TV: <http://video.pbs.org/video/2365046985/>

And this report came out of the partnership between WHDA and WNCT Channel 9 in promoting the Downtown Motown Event: <http://www.wnct.com/story/23242088/downtown-motown-to-help-fund-washington-waterfront-revitalization-plans>

Maritime Team

WHDA Maritime Team

August 21, 2013

This document serves to clarify the Washington Historic District Alliance's Maritime Team subcommittee's position on the Washington Waterfront Docks.

The WHDA Maritime Team supports the Waterfront Docks Business Plan as approved by the Washington City Council on May 29, 2012 which includes the following goals:

Goal 1:

Create and maintain a user-fee structure for the docks and services at the Docks, which will make the Docks as self-sustaining as possible, while staying competitive with those serving the market area.

Goal 2:

Operate all dock facilities in a safe and serviceable condition with a high level of maintenance that meets or exceeds the expectations of dock users.

Goal 3:

Serve the boating needs of the community and visitors for the present and future growth.

Goal 4:

Increase awareness and positive image of the Washington Waterfront Docks, including its direct and indirect benefit to the communities' economy.

WHDA Maritime Team's Recommended Management Structure:

The Maritime Team is in favor of reorganizing the Waterfront Docks as a separate department under the Community & Cultural Services Director with the creation of a Dock Master position

responsible for the operation and management of the Waterfront Docks and an informal advisory group consisting of members of the WHDA Maritime Team.

The Peoples Pier at the foot of Market Street. The Maritime Team wants to pursue public, private and grant funds and permits to build a public pier as recommended by the Visualization and Reinvestment Strategy of 2009 (See Attached)

The WHDA Maritime Team does not advocate fuel facilities as it is not part of the Visualization and Reinvestment Strategy of 2009. We were asked to evaluate the cost to provide facilities. Cost are estimated at \$250 thousand.

The WHDA Maritime Team does not feel there is an immediate need for an expansion of the Waterfront Docks slips at this time as the existing slips are not fully utilized.

Fred Watkins, Chairman

Visualization and Reinvestment Strategy Presentation

Held at the City of Washington Municipal Building August 26, 2009

Key findings reached at the Visioning Charette held August 10 – 12, 2009 at the Washington Civic Center

1. We create a "Harbor District" with the realization that to reach full potential and prosper the Central Business District and the Harbor's waterfront must be viewed as one entity. This "Harbor District" theme will be our downtown's "Brand".
2. The Historic Washington Harbor District spans the area between the Bridges (now Bridge Street to Builders First Source) and Third Street to the North.
3. We must make the Harbor District a place which will attract our own citizens to: do business, live, eat and spend their leisure time. By making improvements that our citizens enjoy we will also make our downtown attractive to visitors.
4. We make the Harbor District Promenade a more enjoyable and user-friendly experience by creating: more shade (trellis's above park benches and picnic tables) splash fountains for children, public piers, places to dine, and adding a multiuse, public, covered space between Respass and Market Streets for use as a Farmer's Market, reunions, traditional music jams, etc.
5. **The Harbor District's Festival Park (located between the Estuarium and the Maola building) will be designed for multi-use with a great lawn, public pier, and a pavilion for performances, which can also be used for other purposes (weddings, reunions, Summer Festival, Pick' in on the Pamlico). The park will have public restrooms.**
6. The Waterfront Hotel is placed in the center of town (Belk and Hotel Louise Buildings), with green space in between the Hotel and the water. The Hotel will have parking underneath and will serve as an "anchor" for the Harbor District. The Hotel will provide a place for our residents to house their guests and relatives when they come for weddings and reunions and will be the preferred place to stay for business travelers and tourists, providing much needed pedestrian traffic to support the retail shops and restaurants in our Central Business District.
7. We connect Main Street to the water by: reorienting the buildings on the South side of the Main toward the water and by creating pedestrian connections and views between Main and Market Streets and the river. **Public piers are placed at the ends of Respass and Market.**
8. We support the businesses in the Central Business District by modifying the right hand turn lanes (across from Gladden Street) and shrinking the Parkway and thus encouraging traffic

- to proceed up Main Street. Main Street and Second Streets will also be made two-way, slowing traffic and increasing the exposure of businesses on these streets.
9. By narrowing Stewart Parkway, moving it northward, and extending Water Street to join with the Parkway at Respass, we create additional green space along the waterfront and also make space for Development Opportunities – along the waterfront near the chamber building, and next to the Sloan Building (we propose using a public/private partnership model in which the city retains a controlling interest in the buildings and the waterfront land).
 10. We “Green” the waterfront, by adding more trees, grass and shade. We also change out the blacktop in the parking lots for a permeable service material (such as oyster shells). Adaptive reuse for existing buildings is encouraged.
 11. **The West end of the Parkway will have a Boaters facility/Harbor Master and Public Restrooms; space for a commercial lease (boater’s store) may also be attached or adjacent to this facility which will generate revenue for the city.**
 12. **To encourage boaters to frequent the Harbor District, we place a large floating dock at the west end, to allow paddle boaters and power boaters to tie up and spend time in town.**
 13. Once the 17 bypass is completed we must determine the feasibility of making the existing bridge two lanes. This will provide space for a pedestrian and bicycle trail and allow fishing off of the bridge

Board Continues to Meet:

The WHDA Board meets every third Wednesday of the Month at 8:30AM at the Chamber of Commerce. The meetings are open to the public and any interested person is invited to attend.

ACTIONS SUGGESTED:

A. Board of Adjustment

I move that the City Council appoint _____ to the Board of Adjustment, to fill the expired term of **Claud Hodges**, term to expire June 30, 2016.

B. Board of Library Trustees

I move that the City Council appoint _____ to the Board of Library Trustees, to fill the expired term of **Muriel Brothers**, term to expire June 30, 2019.

C. Washington Electric Utilities Advisory Commission –

I move that the City Council appoint _____ to the Washington Electric Utilities Advisory Commission to fill the expired term of **Gloria Crenshaw (inside)**, term to expire June 30, 2016.

I move that the City Council appoint _____ to the Washington Electric Utilities Advisory Commission to fill the unexpired term of **Don Wilkinson (Washington Park)** term to expire June 30, 2014

D. Warren Field Airport Advisory Board

I move that the City Council appoint _____ to the Warren Field Airport Advisory Board with a term to expire June 30, 2016.

Requested Board Board of Adjustment

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

NAME William Charlie Manning

ADDRESS 108 Landon Drive, Washington NC 27889

PHONE (WORK) 252-946-0311 (Thu. Fri. & Sat.) (HOME) 252-946-6439

E-MAIL ADDRESS itsjustus@suddenlink.net

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

HOW LONG HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY? 67 Years YEARS

YEARS OF EDUCATION 12 + many years of intra-company medical terminology & technology training

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

IF YES, PLEASE INDICATE City Board of Adjustment for appx. 9 years in the 1980's

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

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

I Have past experience serving on this board, I understand the necessity of orderly and organized growth in our City, I understand the rights and responsibilities of property owners and the need to have their property values protected by existing codes, I have the maturity and experience to understand that everyone deserves to be treated with dignity and respect and both sides of every issue need to be considered to achieve the best possible outcome for all parties involved, I now have the time to devote to serving the City which is my home.

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

8/30/13
Date

William Charlie Manning
Signature

September 9, 2013

NOTE: Application will remain on file for six (6) months. Page 1 of 1 Date: _____

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

NAME Leesa Payton Jones

ADDRESS 324 East 10th Street Washington NC 27889

PHONE (WORK) 609-444-8974 (HOME) 252-833-0995

E-MAIL ADDRESS Leesawisdom@aol.com

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

HOW LONG HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY? 18 YEARS

YEARS OF EDUCATION 7 (City University of New York, Philadelphia Community College)

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

IF YES, PLEASE INDICATE _____

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

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

I feel I am qualified for this appointment because I believe that libraries enhance the quality of a community and it's welfare. A well endowed library and the Board that ensures it's viability is an asset to everyone. I believe in the mission of the Library and what it means to Washington. I am producing a documentary about Washington for PBS and 85% of my research was done at the Brown Library. I am an advocate for promoting the vital resource this Library is and will work hard to add to it's mission and function.

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

July 9 2013

Date

Leesa P Jones
Signature

Requested Board Washington Electric Utilities Advisory Board

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

NAME Melanie Everett

ADDRESS 224 Village Circle - Washington, North Carolina (27889)

PHONE (WORK) (252) 946-3116 (HOME) (252) 940-9697

E-MAIL ADDRESS melanieeverett55@gmail.com

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

HOW LONG HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY? 57 YEARS

YEARS OF EDUCATION 18 years - attended BCCC & NC State University

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

IF YES, PLEASE INDICATE Washington Housing Authority

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

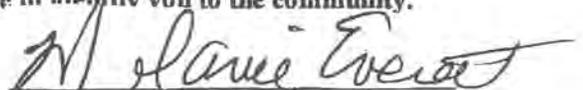
STATE REASONS WHY YOU FEEL QUALIFIED FOR THIS APPOINTMENT (s) (OPTIONAL): *Use back of sheet if additional space is needed.*

I feel I would be a good asset to the board because of my organizations skills in working with Beaufort County Job Link. I am a North Carolina State Horse Show judge with there being only two in my category. I am very interested in supporting residents concerning gaining knowledge on how to save on their utility bill and explore all options in helping them to succeed. I have been a native of Washington and Beaufort County all my life.

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

7/16/13

Date



Signature

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

Primary Board UTILITIES Other Boards _____
ADVISORY

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

NAME WARREN SMITH
(Please Print)

ADDRESS 601 SHOREWOOD WASH PK

PHONE NO. (BUSINESS) 252.944.6970 (HOME) SMUF

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

HOW LONG HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY? 9 YEARS

YEARS OF EDUCATION BA. (POLITICAL SCI. & MATHEMATICS)

HAVE YOU SERVED ON A BOARD/COMMISSION OF THE CITY? YES NO
IF YES, PLEASE INDICATE _____

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

STATE REASONS WHY YOU FEEL QUALIFIED FOR THIS APPOINTMENT(S)
(OPTIONAL): Use back of sheet if additional space is needed Economic Analysis &
Business Background

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

Warren Smith
Signature
9 4 2013
Date

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

Requested Board Airport Advisory Board

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

NAME David Rountree

ADDRESS 400 Fort Hill Dr, Blounts Creek, NC 27814

PHONE (WORK) (None) (HOME) 252-946-4438

E-MAIL ADDRESS jamdr2002@yahoo.com

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

HOW LONG HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY? 8 YEARS

YEARS OF EDUCATION 14 Years: University of Puget Sound, College of Guam, Saddleback College.

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

IF YES, PLEASE INDICATE Airport Advisory Board

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

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

Past three years on current Airport Commission and have worked 33 years for Northwest Airlines (Delta).

Served 4 years in Air Force in combat flight ops.(Rescue)

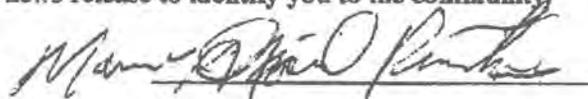
Hope to one day get pilots license.

Member of the Son's of Confederate Veterans.

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

July 30, 2013

Date


Signature

NOTE: Application will remain on file for six (6) months. Expiration Date: January 30, 2014

Requested Board Airport Advisory Board

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

NAME TRESSIE WARD

ADDRESS 212 W. 12th St.

PHONE (WORK) ~~252~~ (HOME) 252-945-3478

E-MAIL ADDRESS raymondward@centurylink.net

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

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

YEARS OF EDUCATION 12 grade graduate - 2 yrs. Community College -

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

IF YES, PLEASE INDICATE _____

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

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

I RECEIVED MY PILOTS LICENCE IN 1973 - ISLIP, N.Y. - WITH MY
HUSBAND, I HAVE BEEN OWNER OF A PLANE FOR 17 YEARS. WE
WERE BASED AT 4 AIRPORTS IN DIFFERENT STATES. I
FILLED IN ON AIRPORT RADIO WHEN NECESSARY IN MINN. I WAS
ADMISSION OFFICER FOR THE ACADEMY OF AERONAUTICS AT (over)

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

July 18, 2013
Date

Tressie Ward
Signature

Requested Board Airport Advisory Board

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

NAME Raymond Ward

ADDRESS 212 W. 12th St.

PHONE (WORK) _____ (HOME) 252-975-3778

E-MAIL ADDRESS raymondward@centurylink.net

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

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

YEARS OF EDUCATION High School, Navy torpedo school, Univ. Minn.

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

IF YES, PLEASE INDICATE airport commission

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

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

Private pilot land & sea since 1968, ground instructor, flight instructor, based in 4 different states. Had interest in tomahawk aviation. Ltd. in St. Louis Mo. area. My Co. "Lake Central air" based in Park Rapids, Minn. for aircraft rental & ^{flights} instruction. Owned my own plane 17 yrs.

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

July 18, 2013
Date

Raymond Ward
Signature



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Matt Rauschenbach, Administrative Services Director/C.F.O.
Date: September 9, 2013
Subject: Budget Ordinance 2012-2013 Projects Not Completed
Applicant Presentation: N/A
Staff Presentation: Matt Rauschenbach

RECOMMENDATION:

I move that City Council adopt a Budget Ordinance Amendment to appropriate funds for projects that were budgeted in 2012-2013 and not completed.

BACKGROUND AND FINDINGS:

The projects on the attached schedule were budgeted in 2012-2013 but not completed.

PREVIOUS LEGISLATIVE ACTION

Prior year's budget

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

Budget Ordinance Amendment
Project List

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: Concur _____ Recommend Denial _____ No Recommendation
9/14/13 Date

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2013-2014**

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

Section 1. That the following accounts of General Fund revenue budget be increased or decreased by the respective amounts indicated for projects budgeted but not completed in 2012-2013:

10-00-3991-9910	Fund Balance Appropriated	\$ 37,425
-----------------	---------------------------	-----------

Section 2. That the following accounts of General Fund appropriations budget be increased or decreased by the respective amounts indicated for projects budgeted but not completed in 2012-2013:

10-00-4130-4500	Program Enhancements	\$ 5,000
10-00-4132-7400	Capital Outlay	24,112
10-40-6110-5601	Memorial Reimbursables	703
10-10-4350-4500	Housing Demolition	<u>7,610</u>
	Total	\$ 37,425

Section 3. That the following accounts of Water Fund revenue budget be increased or decreased by the respective amounts indicated for projects budgeted but not completed in 2012-2013:

30-90-3991-9910	Fund Balance Appropriated	\$ 51,441
-----------------	---------------------------	-----------

Section 4. That the following accounts of Water Fund appropriations budget be increased or decreased by the respective amounts indicated for projects budgeted but not completed in 2012-2013:

30-90-8100-0400	Professional Services	\$ 42,504
30-90-8180-4510	Water Line Easement	<u>8,937</u>
	Total	\$ 51,441

Section 5. That the following accounts of Electric Fund revenue budget be increased or decreased by the respective amounts indicated for projects budgeted but not completed in 2012-2013:

35-90-3991-9910	Fund Balance Appropriated	\$ 16,545
-----------------	---------------------------	-----------

Section 6. That the following accounts of Electric Fund appropriations budget be increased or decreased by the respective amounts indicated for projects budgeted but not completed in 2012-2013:

35-90-8375-0400 Contract Services \$ 16,545

Section 7. That the following accounts of Warren Field Airport Fund revenue budget be increased by the respective amounts indicated for projects budgeted but not completed in 2012-2013:

37-90-3453-0005	Grant Funds 36244.51.8.1	\$ 15,285
37-90-3490-0008	Grant Funds 36244.51.8.2	22,315
37-90-3991-9910	Fund Balance Appropriated	<u>37,191</u>
	Total	\$74,791

Section 8. That the following accounts of Warren Field Airport Fund appropriations budget be increased by the respective amounts indicated for projects budgeted but not completed in 2012-2013:

37-90-4530-4521	Vision 100 Grant 51.8.1	\$ 16,984
37-90-4530-4522	Vision 100 Grant 51.8.2	24,793
37-90-4530-5740	Gustnado Expense	<u>33,014</u>
37-90-9990-9900	Total	\$ 74,791

Section 9. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 10. This ordinance shall become effective upon its adoption.

Adopted this the 9th day of September, 2013.

MAYOR

ATTEST:

CITY CLERK

Account	Account Description	Project	Amount
10-00-4130-4500	Program Enhancements	Software changes	5,000
10-00-4132-7400	Capital Outlay	Fiber Project	24,112
10-40-6110-5601	Memorial Reimbursables	Donation for children's books	703
10-10-4350-4500	Contract Services- Housing Demolition	Demolition of house at 620 Washington Street	<u>7,610</u>
		Total	37,425
30-90-8100-0400	Professional Services	Construction & design fees for liquid feed system	42,504
30-90-8180-4510	Water Line Easement	Easements for 16" water transmission line	<u>8,937</u>
		Total	51,441
35-90-8375-4500	Contract Services	Load management switch installation	16,545
37-90-4530-5740	Gustnado Expense	Hangar repairs	33,014
37-90-4530-4521	Vision 100 Grant 36244.51.8.1	Drainage improvements engineering	16,984
37-90-4530-4522	Vision 100 Grant 36244.51.8.2	Drainage improvements construction	<u>24,793</u>
		Total	74,791



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Matt Rauschenbach, Administrative Services Director/C.F.O.
Date: September 9, 2013
Subject: Adopt a Budget Ordinance Amendment for Outstanding Purchase Orders From FY 12/13 (\$1,574,170).
Applicant Presentation: N/A
Staff Presentation: Matt Rauschenbach

RECOMMENDATION:

I move that City Council adopt a budget ordinance amendment in the amount of \$1,574,170 for purchase orders outstanding from fiscal year 2012-2013 that are being brought forward into fiscal year 2013-2014 for payment.

BACKGROUND AND FINDINGS:

At the close of fiscal year 2012-2013 the City had the following amount of outstanding purchase orders, by fund, issued for contracts and merchandise:

General Fund	\$322,245
Water Fund	86,803
Sewer Fund	285,687
Storm Water Fund	45,651
Electric Fund	502,248
Airport Fund	329,022
Cemetery Fund	2,514
Total	\$1,574,170

Funding for these outstanding purchase orders is restricted in fund balance at June 30, 2013. Therefore, the funding needs to be appropriated in the current fiscal year for spending.

PREVIOUS LEGISLATIVE ACTION

2013-2014 adopted budget and amended budget.

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

- Open Purchase Order Listing
- Budget Ordinance Amendment

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2013-2014**

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

Section 1. That the following amounts are hereby appropriated for spending in FY 13/14 in order to satisfy existing contracts, grant obligations, and purchase orders at the end of last fiscal year.

Schedule A. General Fund

Human Resources	\$1,100
Finance	6,225
Information Systems	28,291
Code Enforcement/Inspections	24,302
Municipal Building	96,041
Miscellaneous	11,755
Police	8,283
Fire	249
Planning/Zoning	5,680
Powell Bill Allocation	40,943
Outside Agencies	5,000
Library	1,215
Recreation Administration	7,300
Recreation Events & Facilities	9,031
Senior Programs	370
Civic Center	1,300
Waterfront Docks	394
Aquatic Center	13,526
Parks & Grounds	<u>61,240</u>
Total	\$322,245

Schedule B. Water Fund

Water Meter Service	\$235
Water Treatment Plant	6,039
Water Maintenance	10,852
Water Construction	<u>69,677</u>
Total	\$86,803

Schedule C. Sewer Fund

Wastewater Maintenance	\$43,655
Miscellaneous	111,142
Wastewater Construction	83,823
Wastewater Treatment Plant	45,067
Sewer Lift Stations	<u>2,000</u>
Total	\$285,687

Schedule D. Storm water Fund

Operations	\$44,651
Nutrient Control	<u>1,000</u>
Total	\$45,651

Schedule E. Electric Fund

Utility Communications	\$1,200
Electric Director	76,776
Meter Services	0
Substation Maintenance	91,075
Load Management	7,090
Power Line Maintenance	2,000
Power Line Construction	<u>324,107</u>
Total	\$502,248

Schedule F. Airport Fund

Operations	\$329,022
------------	-----------

Schedule G. Cemetery Fund

Operations	\$2,514
------------	---------

Section 2. That the following revenues be increased in the respective amounts to meet the foregoing obligations:

General Fund Balance Appropriated	322,245
Water Fund Balance Appropriated	86,803
Sewer Fund Balance Appropriated	285,687
Storm Water Fund Balance Appropriated	45,651
Electric Fund Balance Appropriated	502,248
Vision 100 Grant Funds 36237.38.10.1	97,980
Vision 100 Grant Funds 36244.51.8.1	20,198
Vision 100 Grant Funds 36244.51.8.2	163,759
Airport Fund Balance Appropriated	47,085
Solid Waste Fund Balance Appropriated	0
Cemetery Fund Balance Appropriated	<u>2,514</u>
Total	\$1,574,170

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 September, 2013.

MAYOR

ATTEST:

CITY CLERK

8/27/2013 10:59:58 AM

City Of Washington
 Purchase Orders by Department
 Open Purchase Orders
 Dates From: 7/1/2009 to: 7/1/2013

PO #	PO Date	Vendor #	Vendor Name	Account #	Account Name	Encumbered	Liquidated	Balance
50747	6/28/2013	1611	SUBWAY	10-00-4125-4500	WELLNESS PROGRAM	600.00	0.00	600.00
50748	6/28/2013	1079	F. RAY MOORE OIL COMPANY, INC.	10-00-4125-4500	WELLNESS PROGRAM	500.00	0.00	500.00
						Totals-	1,100.00	1,100.00
48160	12/6/2011	4410	LOGICS, LLC	10-00-4130-4500	PROGRAM ENHANCEMENTS	6,225.00	0.00	6,225.00
						Totals-	6,225.00	6,225.00
50174	3/21/2013	9891	THE SOUND SIDE GROUP INC.	10-00-4132-4500	CONTRACT SERVICES	2,036.76	0.00	2,036.76
50206	4/1/2013	9891	THE SOUND SIDE GROUP INC.	10-00-4132-4500	CONTRACT SERVICES	10,050.00	(6,700.00)	3,350.00
50252	4/17/2013	9891	THE SOUND SIDE GROUP INC.	10-00-4132-7400	CAPITAL OUTLAY	9,147.97	0.00	9,147.97
50505	5/29/2013	1808	WESTINGHOUSE ELECTRIC SUPPLY	10-00-4132-7400	CAPITAL OUTLAY	7,913.00	(5,847.00)	2,066.00
50671	6/19/2013	4351	VC3, INC.	10-00-4132-4500	CONTRACT SERVICES	1,450.00	0.00	1,450.00
50696	6/24/2013	9891	THE SOUND SIDE GROUP INC.	10-00-4132-7000	NONCAPITALIZED PURCH	1,900.00	0.00	1,900.00
50702	6/25/2013	9891	THE SOUND SIDE GROUP INC.	10-00-4132-7400	CAPITAL OUTLAY	8,340.21	0.00	8,340.21
						Totals-	40,837.94	28,290.94

1:58 AM

City Of Washington
 Purchase Orders by Department
 Open Purchase Orders
 Dates From: 7/1/2009 to: 7/1/2013

PO #	PO Date	Vendor #	Vendor Name	Account #	Account Name	Encumbered	Liquidated	Balance
49316	7/20/2012	1551	SOUTHERN INDUSTRIAL SOLUTIONS	10-00-4260-4500	CONTRACT SERVICES	1,440.00	(1,320.00)	120.00
50251	4/17/2013	649	ENECO EAST	10-00-4260-7400	CAPITAL OUTLAY	87,270.00	0.00	87,270.00
50346	5/6/2013	13864	HORTON CONTRACTORS INC	10-00-4260-1500	MAINT/REPAIR BULDIN	8,651.00	0.00	8,651.00
						Totals-	(1,320.00)	96,041.00
50628	6/13/2013	6425	ROSS INDUSTRIAL SERVICES CORP.	10-00-4400-1501	MAINTENANCE/REPAIR G	9,655.00	0.00	9,655.00
50662	6/18/2013	13864	HORTON CONTRACTORS INC	10-00-4400-1501	MAINTENANCE/REPAIR G	2,100.00	0.00	2,100.00
						Totals-	0.00	11,755.00
49987	1/29/2013	955	LAWMEN'S SAFETY SUPPLY, INC.	10-10-4310-5601	MATERIALS-AMMO/BATTE	3,365.24	(1,877.11)	1,488.13
50611	6/11/2013	5146	KUSTOM SIGNALS, INC.	10-10-4310-7400	CAPITAL OUTLAY	284.84	0.00	284.84
50612	6/11/2013	721	GALL'S, AN ARAMARK COMPANY	10-10-4310-7400	CAPITAL OUTLAY	410.00	0.00	410.00
50613	6/11/2013	10949	LUPTON'S ELECTRONICS	10-10-4310-1602	MAINT/REPAIR RADIOS	700.00	0.00	700.00
50613	6/11/2013	10949	LUPTON'S ELECTRONICS	10-10-4310-1605	MAINT/REPAIR POLICE	200.00	0.00	200.00
50613	6/11/2013	10949	LUPTON'S ELECTRONICS	10-10-4310-7400	CAPITAL OUTLAY	3,700.00	0.00	3,700.00
50614	6/11/2013	819	HUDSON SIGNS	10-10-4310-1700	MAINT/REPAIR VEHICLE	1,500.00	0.00	1,500.00
						Totals-	(2,061.86)	8,282.97
50527	5/31/2013	3867	RESCUE TECHNOLOGY	10-10-4340-3300	DEPARTMENTAL SUPPLIE	1,173.08	(924.20)	248.88
						Totals-	(924.20)	248.88

1:58 AM

City Of Washington
 Purchase Orders by Department
 Open Purchase Orders
 Dates From: 7/1/2009 to: 7/1/2013

PO #	PO Date	Vendor #	Vendor Name	Account #	Account Name	Encumbered	Liquidated	Balance
50349	5/6/2013	314	CAPITAL FORD, INC.	10-10-4350-7400	CAPITAL OUTLAY	19,413.00	0.00	19,413.00
50350	5/6/2013	1158	NC DEPT OF MOTOR VEHICLES	10-10-4350-7400	CAPITAL OUTLAY	582.39	0.00	582.39
50350	5/6/2013	1158	NC DEPT OF MOTOR VEHICLES	10-10-4350-1700	MAINT/REPAIR VEHICLE	6.00	0.00	6.00
50712	6/26/2013	1516	B.E. SINGLETON & SONS INC.	10-10-4350-4500	CONTRACT SERVICES-HO	4,300.00	0.00	4,300.00
						Totals-	0.00	24,301.39
50395	5/14/2013	9974	MOSLEY CONSTRUCTION CO	10-10-4910-1500	MAINT/REPAIR BULDIN	14,200.00	(8,520.00)	5,680.00

50272	4/23/2013	796	READY MIXED CONCRETE CO.	10-20-4511-4500	Department 10-10-4910	Totals-	14,200.00	(8,520.00)	5,680.00
50283	4/25/2013	3103	S.T WOOTEN CORPORATION	10-20-4511-5600	STREET PAVING		12,700.00	(8,023.65)	4,676.35
50391	5/14/2013	3103	S.T WOOTEN CORPORATION	10-20-4511-4500	MATERIALS		17,000.00	0.00	17,000.00
					STREET PAVING		32,000.00	(12,733.61)	19,266.39
					Department 10-20-4511	Totals-	61,700.00	(20,757.26)	40,942.74
50315	5/2/2013	164	BAKER & TAYLOR BOOKS	10-40-6110-5601	MEMORIAL REIMBURSABL		715.00	0.00	715.00
50455	5/21/2013	9891	THE SOUNDSTIDE GROUP INC.	10-40-6110-7400	CAPITAL OUTLAY		500.00	0.00	500.00
					Department 10-40-6110	Totals-	1,215.00	0.00	1,215.00
49909	1/7/2013	1774	SOUTHERN ELEVATOR COMPANY, INC	10-40-6120-1500	MAINTENANCE/REPAIR B		7,300.00	0.00	7,300.00
					Department 10-40-6120	Totals-	7,300.00	0.00	7,300.00
49289	7/16/2012	3182	EAST COAST PYROTECHNICS INC.	10-40-6121-3403	SPECIAL EVENTS		10,000.00	(5,000.00)	5,000.00
49909	1/7/2013	1774	SOUTHERN ELEVATOR COMPANY, INC	10-40-6121-1300	MAINT/REPAIR EQUIPME		500.00	0.00	500.00
49909	1/7/2013	1774	SOUTHERN ELEVATOR COMPANY, INC	10-40-6121-1600	WATER & ELECTRIC SER		572.00	0.00	572.00
50377	5/10/2013	820	EAST CAROLINA UNIVERSITY	10-40-6121-1400	EMPLOYEE DEVELOPMENT		1,100.00	0.00	1,100.00
50622	6/12/2013	20	A A A GLASS COMPANY	10-40-6121-1500	MAINT/REPAIR BUILDIN		1,960.00	(101.80)	1,858.20
					Department 10-40-6121	Totals-	14,132.00	(5,101.80)	9,030.20

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PO #	PO Date	Vendor #	Vendor Name	Account #	Account Name	Encumbered	Liquidated	Balance	
49909	1/7/2013	1774	SOUTHERN ELEVATOR COMPANY, INC	10-40-6123-1300	WATER & ELECTRIC SER	370.00	0.00	370.00	
					Department 10-40-6123	Totals-	370.00	0.00	370.00
50652	6/18/2013	13463	TURNING POINT RENOVATIONS & REMODELI	10-40-6124-1501	MAINT/REPAIR GROUNDS	393.53	0.00	393.53	
					Department 10-40-6124	Totals-	393.53	0.00	393.53
50359	5/7/2013	796	READY MIXED CONCRETE CO.	10-40-6125-7400	CAPITAL OUTLAY	1,300.00	0.00	1,300.00	
					Department 10-40-6125	Totals-	1,300.00	0.00	1,300.00
50179	3/21/2013	649	ENECO EAST	10-40-6126-1600	MAINT/REPAIR EQUIPME	8,471.00	0.00	8,471.00	
50280	4/25/2013	14509	MIRACLE POOLS INCORPORATED	10-40-6126-1600	MAINT/REPAIR EQUIPME	5,055.00	0.00	5,055.00	
					Department 10-40-6126	Totals-	13,526.00	0.00	13,526.00
50404	5/15/2013	12809	BRABBLE STUMP GRINDING SERVICE	10-40-6130-1501	MAINT/REPAIR GROUNDS	300.00	0.00	300.00	
50405	5/15/2013	14030	JAKE ADAMS, INC.	10-40-6130-1501	MAINT/REPAIR GROUNDS	8,000.00	0.00	8,000.00	
50406	5/15/2013	1065	MITCHELL TRACTOR & EQUIP. CO.	10-40-6130-1501	MAINT/REPAIR GROUNDS	500.00	(108.00)	392.00	
50638	6/14/2013	14580	MCGOWAN PAINTING CONTRACTORS	10-40-6130-1500	MAINT/REPAIR BUILDIN	11,350.00	0.00	11,350.00	
50639	6/14/2013	14580	MCGOWAN PAINTING CONTRACTORS	10-40-6130-1500	MAINT/REPAIR BUILDIN	12,460.00	0.00	12,460.00	
50666	6/19/2013	11622	COMMERCIAL SOLUTIONS INC.	10-40-6130-1500	MAINT/REPAIR BUILDIN	12,928.00	0.00	12,928.00	
50678	6/20/2013	649	ENECO EAST	10-40-6130-1500	MAINT/REPAIR BUILDIN	14,420.00	0.00	14,420.00	
50728	6/26/2013	1142	NATURCHEM, INC.	10-40-6130-4501	CONTRACT SERVICE GRO	390.00	0.00	390.00	
50729	6/26/2013	296	BURNETT ATHLETICS, INC	10-40-6130-1500	MAINT/REPAIR BUILDIN	1,000.00	0.00	1,000.00	
					Department 10-40-6130	Totals-	61,348.00	(108.00)	61,240.00

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PO #	PO Date	Vendor #	Vendor Name	Account #	Account Name	Encumbered	Liquidated	Balance	
50385	5/13/2013	14526	DOCK DOGS	10-40-6170-9150	DOCK DOGS	5,000.00	0.00	5,000.00	
					Department 10-40-6170	Totals-	5,000.00	0.00	5,000.00
50127	3/5/2013	1059	MILLER SUPPLY CO., INC.	30-90-7250-7400	CAPITAL OUTLAY	6,110.00	(5,875.00)	235.00	
					Department 30-90-7250	Totals-	10,340.00	(10,105.00)	235.00
49356	7/30/2012	10800	ENVIRONMENT 1	30-90-8100-4501	CONTRACT LAB SERVIC	552.00	(460.00)	92.00	
49652	10/5/2012	11267	POWERSERVICES, INC.	30-90-8100-1401	OSHA SAFTEY MANDATES	10,000.00	(6,027.78)	3,972.22	
49723	10/30/2012	9117	ENVIRONMENTAL RESOURCES ASSOC.	30-90-8100-4501	CONTRACT LAB SERVIC	936.00	(468.00)	468.00	

PO Carry Forward 2013

49896	1/4/2013	10800 ENVIRONMENT 1	30-90-8100-4501	CONTRACT LAB SERV	1,020.00	(30.00)	990.00
49923	1/10/2013	10961 ENVIRONMENTAL TESTING SOLUTIONS INC.	30-90-8100-4501	CONTRACT LAB SERV	1,140.00	(623.43)	516.57
			Department 30-90-8100	Totals-	13,648.00	(7,609.21)	6,038.79
50316	5/2/2013	787 HENDRIX-BARNHILL CO.	30-90-8140-4500	CONTRACT SERVICES	10,000.00	0.00	10,000.00
50322	5/3/2013	837 INDUSTRIAL & CONSTRUCTION	30-90-8140-5600	MATERIALS	851.80	0.00	851.80
			Department 30-90-8140	Totals-	10,851.80	0.00	10,851.80
49121	6/20/2012	1430 RIVERS & ASSOCIATES INC.	30-90-8180-0400	PROFESSIONAL SERVICE	124,964.00	(55,287.48)	69,676.52
			Department 30-90-8180	Totals-	124,964.00	(55,287.48)	69,676.52
50394	5/14/2013	189 BEAUFORT COUNTY	32-90-6610-5703	CDBG CLAWBACK CARVER	111,141.61	0.00	111,141.61
			Department 32-90-6610	Totals-	111,141.61	0.00	111,141.61
48862	5/15/2012	787 HENDRIX-BARNHILL CO.	32-90-8200-4500	CONTRACT SERVICES	27,400.00	(13,745.00)	13,655.00
50287	4/25/2013	787 HENDRIX-BARNHILL CO.	32-90-8200-4500	CONTRACT SERVICES	15,000.00	0.00	15,000.00
50288	4/25/2013	787 HENDRIX-BARNHILL CO.	32-90-8200-4500	CONTRACT SERVICES	15,000.00	0.00	15,000.00
			Department 32-90-8200	Totals-	57,400.00	(13,745.00)	43,655.00

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48869	5/15/2012	13150	CONCRETE CONSERVATION, INC.	32-90-8210-4500	CONTRACT SERVICES SE	36,000.00	0.00	36,000.00
50246	4/16/2013	13150	CONCRETE CONSERVATION, INC.	32-90-8210-4500	CONTRACT SERVICES SE	40,950.00	(2,827.50)	38,122.50
50286	4/25/2013	4256	TRI-STATE UTILITIES	32-90-8210-4500	CONTRACT SERVICES SE	9,700.00	0.00	9,700.00
				Department 32-90-8210	Totals-	86,650.00	(2,827.50)	83,822.50
46503	3/11/2011	1430	RIVERS & ASSOCIATES INC.	32-90-8220-7400	CAPITAL OUTLAY	10,540.07	(6,076.69)	4,463.38
49723	10/30/2012	9117	ENVIRONMENTAL RESOURCES ASSOC.	32-90-8220-4501	CONTRACT LAB SERVICE	553.84	(464.83)	89.01
49789	11/19/2012	11267	POWERSERVICES, INC.	32-90-8220-1401	OSHA SAFETY MANDATES	8,500.00	0.00	8,500.00
49847	12/11/2012	10039	EMA RESOURCES	32-90-8220-4500	CONTRACT FOR SLUDGE	85,000.00	(70,094.25)	14,905.75
49898	1/4/2013	10800	ENVIRONMENT 1	32-90-8220-4501	CONTRACT LAB SERVICE	4,954.00	(4,837.00)	117.00
49899	1/4/2013	10961	ENVIRONMENTAL TESTING SOLUTIONS INC.	32-90-8220-4501	CONTRACT LAB SERVICE	1,200.00	(450.00)	750.00
49923	1/10/2013	10961	ENVIRONMENTAL TESTING SOLUTIONS INC.	32-90-8220-4501	CONTRACT LAB SERVICE	1,060.00	(454.37)	605.63
50392	5/14/2013	630	EDWARDS MACHINE & WELDING	32-90-8220-7000	NONCAPITALIZED PURCH	25,050.00	(9,414.52)	15,635.48
				Department 32-90-8220	Totals-	136,857.91	(91,791.66)	45,066.25
49788	11/19/2012	11267	POWERSERVICES, INC.	32-90-8230-0400	PROFESSIONAL SERVICE	2,000.00	0.00	2,000.00
				Department 32-90-8230	Totals-	2,000.00	0.00	2,000.00
48861	5/15/2012	8343	CARVER MACHINE WORKS, INC.	34-90-5710-1601	MAINT/REPAIR JACKS	39,226.00	(31,575.00)	7,651.00
50284	4/25/2013	8343	CARVER MACHINE WORKS, INC.	34-90-5710-1601	MAINT/REPAIR JACKS	18,500.00	0.00	18,500.00
50285	4/25/2013	8343	CARVER MACHINE WORKS, INC.	34-90-5710-1601	MAINT/REPAIR JACKS	18,500.00	0.00	18,500.00
				Department 34-90-5710	Totals-	76,226.00	(31,575.00)	44,651.00
50648	6/17/2013	13737	THE EAST GROUP	34-90-5712-0400	PROFESSIONAL SERVICE	1,000.00	0.00	1,000.00
				Department 34-90-5712	Totals-	1,000.00	0.00	1,000.00

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PO #	PO Date	Vendor #	Vendor Name	Account #	Account Name	Encumbered	Liquidated	Balance
50603	6/11/2013	1808	WESTINGHOUSE ELECTRIC SUPPLY	35-90-7220-0450	SOLAR PROJECT 2	31,620.00	0.00	31,620.00
50604	6/11/2013	1808	WESTINGHOUSE ELECTRIC SUPPLY	35-90-7220-0450	SOLAR PROJECT 2	24,930.00	0.00	24,930.00
50605	6/11/2013	1808	WESTINGHOUSE ELECTRIC SUPPLY	35-90-7220-0450	SOLAR PROJECT 2	2,025.00	0.00	2,025.00
50606	6/11/2013	1808	WESTINGHOUSE ELECTRIC SUPPLY	35-90-7220-0450	SOLAR PROJECT 2	6,192.10	0.00	6,192.10
50607	6/11/2013	12260	SCHWEITZER ENGINEERING LABORATORIES	35-90-7220-0450	SOLAR PROJECT 2	5,520.00	0.00	5,520.00
50608	6/11/2013	10697	WIRELESS COMMUNICATIONS, INC.	35-90-7220-0450	SOLAR PROJECT 2	2,539.00	0.00	2,539.00
50609	6/11/2013	1426	IRBY	35-90-7220-0450	SOLAR PROJECT 2	3,949.00	0.00	3,949.00

50697	6/24/2013	12065	GE MDS LLC	35-90-7230-1602	Department 35-90-7220 MAINT/REPAIR RADIO	Totals-	76,775.10	0.00	76,775.10
					Department 35-90-7230 GENERATOR FUEL	Totals-	1,200.00	0.00	1,200.00
49937	1/15/2013	1079	F. RAY MOORE OIL COMPANY, INC.	35-90-8370-3101	Department 35-90-7230 GENERATOR FUEL	Totals-	1,200.00	0.00	1,200.00
50306	5/2/2013	140	ATLANTIC POWER SYSTEMS OF NC, INC.	35-90-8370-1600	MAINT/REPAIR EQUIP	Totals-	150,000.00	(96,243.08)	53,756.92
50654	6/18/2013	5500	THERMAL TECHNOLOGIES, INC	35-90-8370-4500	CONTRACTS	Totals-	15,000.00	(4,782.86)	10,217.14
50706	6/25/2013	14591	SCHNEIDER ELECTRIC USA, INC.	35-90-8370-1603	MAINT/REPAIR SUBSTAT	Totals-	2,160.00	0.00	2,160.00
50707	6/25/2013	4438	TRANSFORMER MAINTENACE	35-90-8370-1603	MAINT/REPAIR SUBSTAT	Totals-	16,040.52	0.00	16,040.52
					Department 35-90-8370 CONTRACT SERVICES	Totals-	8,900.00	0.00	8,900.00
50243	4/15/2013	12877	BUCK ELECTRIC, INC.	35-90-8375-4500	Department 35-90-8370 CONTRACT SERVICES	Totals-	213,629.52	(122,554.94)	91,074.58
					Department 35-90-8375 UNIFORMS-EMPLOYER'S	Totals-	15,000.00	(7,910.00)	7,090.00
50692	6/24/2013	1116	NAMEPLATES INC.	35-90-8380-3600	Department 35-90-8375 UNIFORMS-EMPLOYER'S	Totals-	15,000.00	(7,910.00)	7,090.00
					Department 35-90-8380	Totals-	2,000.00	0.00	2,000.00
					Department 35-90-8380	Totals-	2,000.00	0.00	2,000.00

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PO #	PO Date	Vendor #	Vendor Name	Account #	Account Name	Encumbered	Liquidated	Balance	
49945	1/16/2013	63	ALTEC INDUSTRIES, INC.	35-90-8390-7401	INSTALLMENT PURCHASE	234,541.00	0.00	234,541.00	
49946	1/16/2013	2873	NC DMV	35-90-8390-7401	INSTALLMENT PURCHASE	1,006.00	0.00	1,006.00	
50046	2/14/2013	4941	PECHELES FORD TOYOTA	35-90-8390-7400	CAPITAL OUTLAY	33,267.96	0.00	33,267.96	
50047	2/14/2013	1158	NC DEPT OF MOTOR VEHICLES	35-90-8390-7400	CAPITAL OUTLAY	1,004.04	0.00	1,004.04	
50052	2/14/2013	10036	QUALITY TRUCK BODIES	35-90-8390-7400	CAPITAL OUTLAY	10,308.18	0.00	10,308.18	
50111	2/28/2013	13650	QUALITY USED PARTS SALES & SERVICE, INC	35-90-8390-7400	CAPITAL OUTLAY	17,590.27	0.00	17,590.27	
50112	2/28/2013	13650	QUALITY USED PARTS SALES & SERVICE, INC	35-90-8390-7400	CAPITAL OUTLAY	8,117.50	0.00	8,117.50	
50155	3/15/2013	10072	BCI UTILITY CONSTRUCTION	35-90-8390-4500	CONTRACT SERVICES	14,670.00	0.00	14,670.00	
50510	5/31/2013	1426	IRBY	35-90-8390-5600	MATERIAL OVERHEAD CO	3,480.00	0.00	3,480.00	
50684	6/21/2013	1426	IRBY	35-90-8390-5600	MATERIAL OVERHEAD CO	121.75	0.00	121.75	
					Department 35-90-8390	Totals-	324,106.70	0.00	324,106.70
49804	11/20/2012	9176	SFI ELECTRONICS, INC.	37-90-4530-5740	GUSNADO EXPENSE	6,816.46	0.00	6,816.46	
50255	4/17/2013	4256	TRI-STATE UTILITIES	37-90-4530-4522	VISION 100 GRANT 36	320,059.00	(156,299.58)	163,759.42	
50354	5/6/2013	14298	EASTERN AVIATION FUELS, INC.	37-90-4530-1504	MAINT/REPAIR FUEL FA	2,590.00	0.00	2,590.00	
50476	5/24/2013	9394	TALBERT & BRIGHT	37-90-4530-4521	VISION 100 GRANT 36	42,634.00	(22,436.00)	20,198.00	
50480	5/24/2013	9394	TALBERT & BRIGHT	37-90-4530-4515	GRANT FUNDS 36237.38	48,105.00	(30,496.30)	17,608.70	
50488	5/28/2013	14534	TRIANGLE GRADING AND PAVING	37-90-4530-4515	GRANT FUNDS 36237.38	352,700.00	(272,329.20)	80,370.80	
50629	6/13/2013	13457	ALL AROUND PAINTING	37-90-4530-5740	GUSNADO EXPENSE	36,750.00	0.00	36,750.00	
50690	6/24/2013	12972	INNER BANKS LAND AND TIMBER CO., INC.	37-90-4530-1505	MAINT/REPAIR GROUNDS	300.00	(200.00)	100.00	
50744	6/27/2013	987	LOWES	37-90-4530-1501	MAINT/REPAIR HANGARS	1,149.00	(320.39)	828.61	
					Department 37-90-4530	Totals-	812,603.46	(483,581.47)	329,021.99
50481	5/24/2013	531	D & H EQUIPMENT COMPANY	39-90-4740-7000	NONCAPITALIZED PURCH	543.00	(209.96)	333.04	
50599	6/10/2013	51	AGRI SUPPLY CO., INC.	39-90-4740-1600	MAINT/REPAIR MOWERS	600.00	(268.04)	331.96	
50600	6/10/2013	987	LOWES	39-90-4740-5600	MATERIALS	414.00	(65.78)	348.22	
50714	6/26/2013	9683	PITT COUNTRY MART	39-90-4740-1600	MAINT/REPAIR MOWERS	1,500.00	0.00	1,500.00	
					Department 39-90-4740	Totals-	3,057.00	(543.78)	2,513.22
						Grand Total	2,439,312.00	(865,149.29)	1,574,162.71



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Keith Hardt, P.E., Electric Director
Date: 29 August 2013
Subject: Award Contract
Applicant Presentation: None
Staff Presentation: Keith Hardt, P.E., Electric Director

RECOMMENDATION

I motion that the City Council awards a contract to RedIron Associates, LLC in the amount of \$46,500 and approve corresponding purchase order.

BACKGROUND AND FINDINGS

This request is to approve a contract for the expansion of the Electric Department's equipment shelters. The Electric Department currently has fiberglass boom equipment stored out in the weather during non-working periods. The UV light and the other elements in the environment are damaging to this equipment. These additional two storage bays will allow the remaining equipment to be stored out of the weather and damaging environmental elements.

This project was approved in the fiscal year 2013-14 budget. The original budgeted amount was \$42,000. There have been increases in the cost of steel and other materials since the budgetary prices were obtained in January 2012. The project has been reevaluated so as to reduce non-essential cost, but still provide the shelters required for the needs.

The additional funds needed above the budgeted amount have been reallocated from other line items within the Electric Fund budget.

PREVIOUS LEGISLATIVE ACTION

Fiscal Year 2013-14 Budget Ordinance

FISCAL IMPACT

None

Currently Budgeted (Account 35-90-8390-7401) Requires Additional Appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

Quotation

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: September 9, 2013 (if applicable)
City Manager Review: 9/4/13 Date 6:44 Co page 69 of 79 Recommend Denial No Recommendation

City Of Washington
Budget Justification Sheet
7/1/2013 Through 6/30/2014

Account Number	Description	Amount Requested
Fund 35	ELECTRIC FUND	
Dept. 35-90-8390	POWER LINE CONST ELECTRIC FUND	POWER LINE CONSTRUCTION
35-90-8390-5603	MATERIAL SPECIAL LIGHTS	\$3,000.00
	SPECIAL LIGHTING MATERIALS	
35-90-8390-5604	MATERIAL AREA LIGHTS	\$11,000.00
	AREA LIGHT CONSTRUCTION MATERIAL	
35-90-8390-5605	MATERIAL OVERHEAD TRANSFORMER	\$80,000.00
	MATERIALS FOR OVERHEAD TRANSFORMER CONSTRUCTION	
35-90-8390-5606	MATERIAL PAD MOUNT TRANSFORMER	\$61,000.00
	PAD MOUNT TRANSFORMER CONST MATERIALS FOR CITY CREW PROJECTS - \$31,000 TRANSFORMERS FOR 35 LOTS (QTY 7.5) - \$9,400 TRANSFORMERS FOR 35 UNITS (QTY 6) - \$5,600 REPLACE TRANSFORMER AS NEEDED - \$15,000	
35-90-8390-7000	NONCAPITALIZED PURCHASES	\$23,500.00
	DESK PC, ENGINEERING TECH - 2 @ \$1,250 - \$2,500 REPLACEMENT RUBBER HOSES AND BLANKETS - \$5,000 HOT HOIST REPLACEMENTS - \$4,000 HYDRAULIC POLE TAPS, REPLACEMENT - \$3,000 HYDRAULIC CRIMPER TOOLS REPLACEMENT - \$3,500 HYDRAULIC POLE DRILLS - \$3,000 TRUCK LOADERS - \$2,500	
35-90-8390-7401	INSTALLMENT PURCHASES	\$582,000.00
	2ND STREET / 5TH STREET REBUILD ENGINEERING - \$100,000 HIGH SCHOOL FEEDER RELOCATION - \$180,000 GRIMESLAND BRIDGE FEEDER ENGINEERING - \$90,000 NC 32 FEEDER REBUILD ENGINEERING - \$50,000 WHITE POST TO SLATESTONE 34.5 kV FEEDER ENGINEERING - \$100,000 ADD TWO BAYS TO THE EQUIPMENT SHELTER - \$42,000 REPLACE ROW BUSHHOG = \$12,000 REPLACE TRENCHER TRAILER - \$8,000	
Total for Department	POWER LINE CONST	\$1,812,575.00
Total for Fund	ELECTRIC FUND	\$36,261,274.00



*234 Riverside Road
Washington, NC 27889
252.402.1901*

August 20, 2013

Mr. Al Leggett
Transmission & Distribution Superintendent
Washington Electric Utilities
PO Box 1988
Washington, NC 27889

PROPOSAL CONTRACT

We propose to furnish materials and labor to construct a 60'-0" wide x 28'-0" long one bay metal building as an endwall to endwall expansion to an existing 60' wide A&S building (circa 1990) at the City's Electric Maintenance Complex near the end of Third Street. The new building will be manufactured by Nash Building Systems of Tarboro, NC. Particulars of the building are summarized in the following paragraphs. It is the intent of this Proposal to present a structure consistent in form and design with the original A&S building. Because of the age of the existing building there will need to be tolerance for minor deviations in design in accordance with manufacturing and code changes.

The rear (west) eave height of the addition will be 14'-0", which matches the rear eave height on the existing building. The front (east) eave height will be 15'-3". The higher front eave height is to facilitate the installation of tall overhead doors in the front sidewall of the addition.

The left (west) endwall sheeting and girts of the existing building will be relocated to form the west endwall of the addition, which will become a non-expandable bearing frame wall. The addition's right (east) endwall will be a bearing frame endwall, with four columns located adjacent the existing building's four columns. The right endwall shall be open for access except X bracing between the front-most two columns. (See adder below to delete this X bracing.)

Roof slope of the rear of the addition shall be 1 in 12, matching the slope of the existing roof. Roof slope of the front of the addition shall be 0.5:12, so as to provide the higher front eave. The distance between the top of the relocated endwall panels and the front rake on the new south endwall will be sheeted by utilizing existing panel(s) removed from the rear of the building. This will ensure an exact color and profile match on the addition's endwall. The panel(s) removed from the rear of the building (where appearance is not as critical) will be replaced with new panel(s). The distance between the existing roof and the addition's rake on the right front of the addition will be closed by flashing from the addition's rake down to the existing roof. Flashing will match the existing wall color.

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Design roof loading shall be 20 psf live load, 10 psf ground snow load, and 109 mph wind load (Exposure B), per 2012 North Carolina Building Code for Beaufort County. A letter of certification and drawings bearing the seal of a North Carolina registered engineer shall be furnished.

Roof covering shall be purlin bearing rib (PBR), 26 gauge, Galvalume finish panels. Roof fasteners shall be #12 x 1-1/4" long-life self drilling screws with color matching heads. Sidelap fasteners shall be #14 x 7/8" long-life self tapping screws with color matching heads. All roof laps shall be sealed with a 3/8" wide x 3/32" thick ribbon of permanently pliable metal roof sealer.

Wall covering shall be architectural (A) panels, 26 gauge, Light Stone finish. Wall fasteners shall be #12 x 1/14" long-life self-drilling screws with color matching heads. Sidelap fasteners shall be #14 x 7/8" long-life self-tapping screws with color matching heads. Wall panels shall be attached to the concrete using structural base-angle plus base trim which will match wall color. Base angle shall be attached to floor with concrete expansion anchors.

In keeping with the existing building, the addition will not be insulated.

Accessories shall include:

- Two 12'-0" x 13'-9" framed openings with commercial grade, Series 430 rolling doors manufactured by Overhead Door Corporation. Design wind loading shall match that of the building. Doors will have electric operators with fully wired push button controls. This Proposal does not include power to the doors.
- One Set of gutters with downspouts (at both eaves). So as to ensure an exact color and profile match, a 28' section of existing gutter shall be removed from the rear of the building and installed on the front eave of the addition. The removed gutter shall be replaced with new gutter on the rear of the building where appearance is not as critical.

It is assumed that the existing soil has sufficient bearing capacity and is suitable for the intended addition. With this assumption, site preparation will consist of removal of the existing asphalt, grading to match existing building slab elevation.

This proposal includes the complete construction of a reinforced concrete floor slab with reinforced perimeter foundation. Slab thickness shall be 6" thick throughout. Concrete mix shall be 3000 psi. Floor reinforcing shall be 6" x 6" flat welded wire mesh embedded within the slab. An 16" deep perimeter footing shall be installed around the periphery of the slab. Rebar is to be set accurately and placed on spacing chairs prior to placing concrete. A 6 mil plastic vapor barrier will be furnished beneath the slab. The top of the slab will be given a smooth trowel finish and will be sealed with a coat of concrete curing compound. A x 25' wide x 2' long apron is included adjacent the overhead door openings.

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Erection shall include unloading the building and complete assembly by an experienced crew. All red iron shall be plumb and square before the installation of roof or wall panels.

The jobsite shall be kept orderly and neat at all times and the floor of the completed addition shall be swept broom clean. A waste container shall be provided by the Contractor. Surplus materials shall be removed from the site by the Contractor at the completion of construction.

Builder's risk insurance is not included but is available at additional cost if the Owner desires.

This Proposal does not include interior finishes, mechanical, electrical, or plumbing systems, or any other items not mentioned above.

Total Contract Price is\$46,500.00

Add Alternate: If the Owner desires, the right (north) endwall of the addition may be constructed as a half load rigid frame, thus eliminating the need for X bracing.

Adder for REW rigid frame\$365.00.00

This Proposal is subject to revision if not accepted within 30 days. This Proposal constitutes the total agreement between The City of Washington and RedIron Associates, LLC. Any changes following acceptance must be made by written Change Order, whether or not cost is involved.

We are grateful for the opportunity to serve you!

Sincerely,

REDIRON ASSOCIATES, LLC

Jerry H. Cuthrell
(252) 402 - 1901 (cell)

JHC:dtc

Accepted: _____

Date _____

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Payment Terms:

Upon acceptance of Contract	\$7,000.00*
Upon completion of concrete forms	\$4,700.00
Upon completion of concrete	\$4,600.00
Upon delivery of building	\$14,200.00
Upon erection of structural steel	\$5,500.00
Upon installation of sheeting	\$4,000.00
Balance upon completion of Project	\$6,500.00
Total	\$46,500.00*



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Keith Hardt, P.E., Electric Director
Date: 29 August 2013
Subject: Approve Budget Ordinance Amendment
Applicant Presentation: None
Staff Presentation: Keith Hardt, P.E., Electric Director

RECOMMENDATION

I motion that the City Council adopt a budget ordinance amendment in the amount of \$450,200 for the electric fund.

BACKGROUND AND FINDINGS

This request is to approve a revenue and expenditure budget ordinance amendment for the Electric Fund in the amount of \$450,200. The funds are for expenditures that are needed for required electric system upgrades so as to connect a large scale photovoltaic (PV) generating facility to the City's electric system. All of the expenditures for this project will be reimbursed by the requesting entity.

The offsetting revenue is listed in the amendment.

This will be the third PV generating facility to be connected to the City's electric system.

PREVIOUS LEGISLATIVE ACTION

None

FISCAL IMPACT

None

Currently Budgeted (Account _____) Requires Additional Appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

Cost Estimate
Budget Ordinance Amendment

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: September 9, 2013 (if applicable)
City Manager Review: 9/4/13 Date Copied 5/13 Recommend Denial No Recommendation

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2013-2014**

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

Section 1. That the Estimated Revenues in the Electric Fund be increased in the amount of \$450,200 in the account Solar Project 4, account number 35-90-3500-3670.

Section 2. That the following account numbers in the Electric Director portion of the Electric Fund appropriations budget be increased by the amounts indicated:

35-90-7220-0470	Solar Project 4	\$450,200
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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 September, 2013.

MAYOR

ATTEST:

CITY CLERK

Appendix 2

Description and Costs of the Generating Facility, Interconnection Facilities, and Metering Equipment

Equipment including the Generating Facility, Interconnection Facilities, metering, and SCADA equipment shall be itemized and identified as being owned by the Interconnection Customer, or the Utility. The Utility will provide a best estimate itemized cost, including overheads, of its Interconnection Facilities, metering equipment, and SCADA equipment.

A2.1 Interconnection Equipment - Utility Owned

(1)	\$4,000	34.5/19.9 kV riser pole
(2)	\$42,500	34.5/19.9 kV, 1200 amp recloser
(3)	\$6,000	34.5/19.9 kV GOAB isolation switch
(4)	\$20,000	Hardware, wiring, and poles
(5)	<u>\$25,000</u>	<u>Labor and equipment for installation</u>
	\$93,500	Total A2.1

A2.2 Metering Equipment - Utility Owned

(1)	\$25,000	34.5/19.9 kV instrument transformers
(2)	\$3,000	Instrument rated electric meter
(3)	\$10,000	Hardware, wiring, pole, and enclosures
(4)	<u>\$25,000</u>	<u>Labor and equipment for installation</u>
	\$63,000	Total A2.2

A2.3 SCADA Equipment - Utility Owned

(1)	\$7,500	SCADA RTU and communications equipment
(2)	\$2,000	SCADA Programming
(3)	\$1,200	Hardware and wiring
(4)	<u>\$18,000</u>	<u>Labor and equipment for installation</u>
	\$28,700	Total A2.3

A2.4 Facilities Charge for Utility Owned and Maintained Equipment

Monthly facilities charges for Utility installed Interconnection Equipment, Metering Equipment, SCADA Equipment or other additional and upgraded facilities attributable to the Generating Facility shall be billed in accordance with the appropriate billed in accordance with the appropriate rate schedule, rate tariff, and/or rate rider listed in Appendix 9.

Appendix 7

Utility's Description of its Upgrades and Best Estimate of Upgrade Costs

The Utility shall describe Upgrades and provide an itemized best estimate of the cost, including overheads, of the Upgrades and annual operation and maintenance expenses associated with such Upgrades. The Utility shall functionalize Upgrade Costs and annual expenses as either transmission or distribution related.

A7.1 Utility Upgrades

(1)	\$200,000	Construction of a single 34.5/19.9 kV overhead distribution feeder with a single 12.47/7.2 kV overhead distribution feeder underbuild on one pole line approximately 4,500 linear feet
(2)	\$25,000	Make ready work for existing 34.5/19.9 kV overhead distribution pole line
(3)	<u>\$40,000</u>	<u>Substation relaying upgrades and programming</u>
	\$265,000	Total A7.1

A7.2 Facilities Charge for Upgraded Utility Owned and Maintained Equipment

Monthly facilities charges for Utility System Upgrades or other additional and upgraded facilities attributable to the Generating Facility shall be billed in accordance with the appropriate rate schedule, rate tariff, and/or rate rider listed in Appendix 9.

**RESOLUTION OF THE CITY OF WASHINGTON
HONORING S. ELLIS HANKINS**

Whereas, S. Ellis Hankins, Executive Director of the North Carolina League of Municipalities, a leader in municipal government and leadership for nearly thirty years, has announced his retirement; and,

Whereas, S. Ellis Hankins was born and raised in North Carolina, chose to get his higher education in North Carolina, he married and raised his family in North Carolina, and worked his entire career in the State of North Carolina; and,

Whereas, S. Ellis Hankins began his career with the League in October, 1992 as Assistant General Counsel and moved up through the ranks of Associate General Counsel, General Counsel and Chief Legislative Lobbyist until departing the league in 1994; and,

Whereas, S. Ellis Hankins returned to the North Carolina League of Municipalities as Executive Director in 1997 and is only the fifth full-time Executive Director of the North Carolina League of Municipalities in the 105 year history of the membership association representing nearly every municipality in the State of North Carolina; and,

Whereas, the work of S. Ellis Hankins benefitted the citizens of the cities and towns of the State of North Carolina; and,

Whereas, S. Ellis Hankins has worked to promote good government in North Carolina through the League's offering non-partisan advocacy, insurance and other services as directed by the membership; and,

Now, Therefore, Be It Resolved, that the City Council of the City of Washington, hereby honors *S. Ellis Hankins*, of the North Carolina League of Municipalities for faithful service and lasting contributions to municipal government and the State of North Carolina.

Adopted this the 9th day of September 2013.

ATTEST:

Cynthia S. Bennett, CMC
City Clerk

N. Archie Jennings, III
Mayor