



City of
Washington
NORTH CAROLINA
COMMITTEE OF THE WHOLE
APRIL 28, 2014
5:30 PM

Opening of Meeting

Nondenominational Invocation

Roll Call

Approval/Amendments to Agenda

1. **Discussion** – Grant Updates (**page 2**)
2. **Discussion** - Project Updates (**page 27**)
3. **Adjourn** – Until Monday, May 12, 2014 at 5:30pm in the Council Chambers at the Municipal Building.

Grant Executive Summary
as of 3/31/2014

Fund	Grant Description	Dates			Financials				Deliverable				Compliance Reporting Status	Notes
		Award	Expiration	Completion	Revenue		Expense		Metric	Total	Achieved	Bal.		
					Budget	Actual	Budget	Actual						
50	CDBG Affordable Housing	04/09/10	10/31/14	10/31/14	227,700	185,719	227,700	185,719	LMI homes	10	5	5	03/31/14	Applicant promotion & qualification, extension date confirmed
51	Blue Goose	03/01/13	03/01/15	02/01/15	350,000	313,224	350,000	323,224	Jobs (60%LMI)	16	16	0		Job creation targets met, facility renovations continue
52	Comprehensive Bicycle Plan	05/26/11	12/31/13	06/30/14	35,000	30,430	35,000	31,738				0		DOT reviewing 2nd draft, distribute for Council review in May
55	idX/Impressions NC One Grant	09/30/13	09/30/16		300,000	-	300,000	-	Jobs/investment	143		143	01/31/14	Property closing by 4/17/14.
57	CDBG for Job Creation	07/06/12	01/16/15	07/06/14	200,000	159,781	200,000	189,427	Jobs(7 new/1 ret.)	8	6	2		Most equip procured, admin. ED activity will continue through fall
61	Pedestrian Plan Grant	05/20/13	09/30/13	12/31/14	10,000	10,000	10,000	-				0		Steering committee work beginning, project complete by 6/30/14
65	Econ. Development- Spinrite	01/07/12	01/07/15	01/07/15	90,000	90,384	90,000	67,500	Jobs	90	76	14		84% of job target met and 75% reimbursed
66	Airport Terminal Grant	04/04/13	07/01/15	03/31/15	1,255,902	400,028	1,255,902	178,680				0		Construction begun
67	Façade Grant Program	07/01/13	06/30/14	06/30/14	20,090	20,115	20,090	18,099				0		Progressing on schedule
68	Old City Hall Rehab	04/10/12	02/23/15		200,000	-	200,000	-				0		Re-conveyance Council Action 4/10/14
76	EDA Water Projects	09/11/13	03/11/17	02/28/17	1,428,262	-	1,428,262	16,772				0		Eng. bid awarded, topo surveys begun, award const. Dec 2014
77	EDA Sewer Grants	09/11/13	03/11/17	02/28/17	1,423,894	-	1,423,894	63,886				0		Eng. bid awarded, topo surveys begun, award const. Dec 2014
78	Light House RR & Boater Facility	01/17/12	01/17/15	06/30/14	344,397	94,397	344,397	13,175				0		Construction begun, on schedule to complete June 2014
	CDBG Keysville Rd.	2005	6/4/2013	06/30/16	320,000	320,000	320,000	320,000				0	03/31/14	Add'l investment approved to complete 3 homes by 6/30/14

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Fund 50 - CDBG Housing Development Program

Grant Number: CDBG 09-C-2050 (HD)

Grant Agency: Department of Commerce

Contract Grant Administrator: Holland Consultants

City Grant Administrator: Matt Rauschenbach

Award Date: 4/9/10 Grant Expiration Date: 10/31/14 Projected Completion Date: 10/31/14

Financial Status:

	Total Budgeted Revenues	Actual Revenues Project to Date	Total Budgeted Expenditures	Actual Expenditures Project to Date
Grant Funds	\$227,700.00	\$185,718.62	\$227,700.00	\$185,718.62
City Match	0	0	0	0
Other Match				
Total	\$227,700.00	\$185,718.62	\$227,700.00	\$185,718.62

Reimbursement to Date: \$185,718.62

Outstanding Reimbursement requests: 0

Total Reimbursement: \$185,718.62

Grant Status

Prior Activity: Loans on 5 have closed to date, fifth house will be completed by 4/30/14. WHI deposits \$6,000 for each grant lot closing in a the City Attorney's trust account until the City no longer has exposure to pay back grant funds.

Status:

10	LMI home commitment
2	Conveyed- non grant lots
2	Conveyed- grant lots
<u>1</u>	Construction/LMI loan- grant lot
5	Remaining balance

\$18,000 Trust account balance

Activity during month: All CDBG funds were frozen due Annual Performance Report for this grant not being filed by the January 31st deadline. Holland was contacted, submitted report to staff, staff corrected, submitted to DCA March 1st and funds were unfrozen March 7th. A

City of Washington Grant Update

promotional event was hosted at City Hall on 2/13/14 resulting in eight candidate appointments with the WHI counselor, Gina Amaxopulos.

Projected Activity for next Month: 6th applicant should be approved in April, continued emphasis on qualifying applicants, three are in the pre-approval process. A promotional effort similar to the one hosted at City Hall will be pursued with Beaufort County.

Is project on schedule, if not what action is being taken: Achievement of the remaining five homes by 10/31/14 is a challenge that has an opportunity to be accomplished with a collaborative focus on qualified applicant recruitment during April and May.

Other Notes/Council Actions required (Anticipated Date of Council Action): None

**City of Washington
Grant Update**

Agenda Date: April 28, 2014

Grant Name: Fund 51 - Blue Goose (Oak Ridge Metal Works)
Grant Number: 12-E-2404
Grant Agency: CDBG- Building Reuse
Contract Grant Administrator: Kevin Richards, Mid-East Commission
City Grant Administrator: Matt Rauschenbach

Award Date: 3/1/13 Grant Expiration Date: 3/1/15 Projected Completion Date: 2/1/15

Financial Status:

	<u>Total Budgeted Revenues</u>	<u>Actual Revenues Project to Date</u>	<u>Total Budgeted Expenditures</u>	<u>Actual Expenditures Project to Date</u>
Grant Funds	\$320,000.00	\$231,706.51	\$320,000.00	\$313,223.72
City Match	30,000.00	30,000.00	30,000.00	10,000.00
Other Match	0	4,000.00	0	0
Total	\$350,000.00	\$265,706.51	\$350,000.00	\$323,223.72

Reimbursement to Date:	\$231,706.51
Outstanding Reimbursement requests:	<u>81,517.21</u>
Total Reimbursement:	\$313,223.72

Grant Status

Prior activity: Renovation of Oak Ridge Metal Works Building (Former Brooks Boatworks facility), job creation target met 9/26/13.

Activity during month: Reimbursement request received for balance of project to date expenditures.

Projected activity for next month: Schedule developed for landscaping and paving improvements.

Is project on schedule, if not what action is being taken: On schedule.

Other notes/Council actions required (anticipated date of council action): None

**City of Washington
Grant Update**

Agenda Date: April 28, 2014

Grant Name: Fund 52 - Comprehensive Bicycle Plan

Grant Number: 52-60-4930

Grant Agency: Mid-East Commission/NCDOT

Contract Grant Administrator: Justin Oakes

City Grant Administrator: Kristi Roberson

Award Date: 5/26/11 Grant Expiration Date: 12/31/13 Projected Completion Date: 6/30/14

Financial Status:

	Total Budgeted <u>Revenues</u>	Actual Revenues <u>Project to Date</u>	Total Budgeted <u>Expenditures</u>	Actual Expenditures <u>Project to Date</u>
Grant Funds	\$28,000.00	\$23,430.00	\$ 28,000.00	\$25,390.00
City Match	7,000.00	7,000.00	7,000.00	6,347.50
Other Match				
Total	\$ 35,000.00	\$ 30,430.00	\$ 35,000.00	\$31,737.50

Reimbursement to Date:	\$ 23,430.00
Outstanding Reimbursement requests:	<u>0</u>
Total Reimbursement:	\$ 23,430.00

Grant Status

Prior activity:

Field Evaluation; Public Input Survey; Steering Committee Meetings (5); Public Open House (2); Exhibit at BoCo Festival; Mapping

Activity during month:

Completed addressing comments from City and NCDOT and submitted second draft for City and NCDOT review; worked to complete roadway inventory data gathering of roadway characteristics to provide to NCDOT to assist in review of proposed projects; discussed with Mid-East RPO

Projected activity for next month:

Work with NCDOT to address any issues or concerns with proposed projects; address any additional comments received on second draft;

**City of Washington
Grant Update**

Agenda Date: April 28, 2014

Grant Name: Fund 55 - idX NC One Grant

Grant Number: 2012-9573

Grant Agency: NC Dept. of Commerce One NC Grant Fund

Contract Grant Administrator:

City Grant Administrator: Matt Rauschenbach

Award Date: 09/03/13 Grant Expiration Date: 09/03/16 Projected Completion Date: 09/03/16

Financial Status:

	Total Budgeted <u>Revenues</u>	Actual Revenues <u>Project to Date</u>	Total Budgeted <u>Expenditures</u>	Actual Expenditures <u>Project to Date</u>
Grant Funds	\$300,000.00	\$0	\$300,000.00	\$0
City Match	0	0	0	0
Other Match				
Total	\$ 300,000.00	\$0	\$ 300,000.00	\$0

Reimbursement to Date:	\$	0
Outstanding Reimbursement requests:		<u>0</u>
Total Reimbursement:	\$	0

Grant Status

Prior activity: Grant awarded, grant and company performance agreements received. Annual incentive match payment report submitted to DOC.

Activity during month: Executed agreements submitted to DOC, temporary easement requested and agreed to.

Projected activity for next month: 25% reimbursement request submitted for creating 40 new qualifying jobs while retaining 84. Purchase transaction for sale of the property is planned for April 16 or 17.

Is project on schedule, if not what action is being taken: On schedule

Other notes/Council actions required (anticipated date of council action): None at this time

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Jumpstart Washington

Grant Number: CDBG 11-C-2340

Grant Agency: Department of Commerce, CDBG SBEA

Contract Grant Administrator: The Wooten Company, Billie Hansen

City Grant Administrator: John Rodman

Award Date: 7/6/12 Grant Expiration Date: 1/16/15 Projected Completion Date: 7/6/14

Financial Status:

	Total Budgeted <u>Revenues</u>	Actual Revenues <u>Project to Date</u>	Total Budgeted <u>Expenditures</u>	Actual Expenditures <u>Project to Date</u>
Grant Funds	\$200,000	\$159,780.55	\$200,000.00	\$189,427.01
City Match	0		0	
Other Match				
Total	\$200,000	\$159,780.55	\$200,000.00	\$189,427.01

Reimbursement to Date:	\$159,780.55
Outstanding Reimbursement requests:	<u>0</u>
Total Reimbursement:	\$159,780.55

Grant Status

Prior Activity: Purchased utility truck for Park Boat, plumbing equipment for FRE Plumbing and RX Drugs for Tayloe Pharmacy. Purchased Yale forklift and tractor for Park Boat. Procured and delivered skid steer loader for Pamlico Fence Company. Procured a BMW Diagnostic, Mercedes Benz Diagnostic, VW Diagnostic, Getac Semi-Rugged Computer, Dell Computer, LaunchPad and CarDaq M for Eastern Carolina Import Cars.

Activity during Month: Park Boat chose a tractor from the bids received in November 2013 which was delivered on April 7th. One new employee was hired during March bringing the current number of new hires to six, toward a goal of eight total jobs (7 new, 1 retained). ECIS is in the process of hiring one new employee which will complete the hiring requirements when all new jobs have been in position for at least six months.

Projected Activity for Next Month: A first quarter 2014 NCUI-101 form is expected from two project companies, which should allow us to submit a letter to DCA releasing four companies

City of Washington Grant Update

from further employment monitoring. CDBG Requisition # 4 will be prepared for submission after the Park Boat tractor payment has been made and the \$5,000 Planning Fee (for CD Academy charges) has also been paid. On-going monitoring of job creation will continue until all jobs are in place for a continuous six-month period to satisfy grant requirements.

Other Notes/Council Actions required (Anticipated Date of Council Action): None at this time.

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Fund 61 - Comprehensive Pedestrian Plan
Grant Number:
Grant Agency: Mid-East Commission
Contract Grant Administrator: Justin Oakes
City Grant Administrator: Kristi Roberson

Award Date: 5/20/13 Grant Expiration Date: 6/30/14 Projected Completion Date: 6/30/14

Financial Status:

	<u>Total Budgeted Revenues</u>	<u>Actual Revenues Project to Date</u>	<u>Total Budgeted Expenditures</u>	<u>Actual Expenditures Project to Date</u>
Grant Funds	\$10,000.00	\$10,000.00	\$ 10,000.00	\$0
City Match	0		0	
Other Match				
Total	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$0

Reimbursement to Date:	\$10,000.00
Outstanding Reimbursement requests:	0
Total Reimbursement:	\$10,000.00

Grant Status

Prior activity:

Steering Committee Meeting; review of existing pedestrian plan; site visits to locations included in the plan; census data collection, public survey preparation

Activity during month:

Prepared and distributed four sections of the draft plan to Steering Committee members for review; prepared materials and presentation for Steering Committee Meeting, which had to be distributed via e-mail as there were no members present at the meeting.

Projected activity for next month:

Set up Plan Informational booth at Marine Market on 4/26; hold Steering Committee Meeting 3; continue to finalize recommended projects and present to committee.

City of Washington Grant Update

Is project on schedule, if not what action is being taken:

While start was initially delayed due to the continued work on the Comprehensive Bicycle Plan, Mid East is currently on schedule to complete the plan update by the June 30th date.

Other notes/Council actions required (anticipated date of council action): Council action required upon completion of the plan.

**City of Washington
Grant Update**

Agenda Date: April 28, 2014

Grant Name: Fund 65 - Economic Development Incentives – Spinrite Services
Grant Number: N/A
Grant Agency: City of Washington
Contract Grant Administrator: N/A
City Grant Administrator: Matt Rauschenbach

Award Date: 1/7/12 Grant Expiration Date: 1/7/15 Projected Completion Date: 1/7/15

Financial Status:

	<u>Total Budgeted Revenues</u>	<u>Actual Revenues Project to Date</u>	<u>Total Budgeted Expenditures</u>	<u>Actual Expenditures Project to Date</u>
Grant Funds	\$0	\$0	\$0	\$0
City Match	90,000.00	90,000.00	90,000.00	67,500.00
Interest Earned		383.75		
Total	\$90,000.00	\$90,383.75	\$90,000.00	\$67,500.00

Reimbursement to Date:	\$	0
Outstanding Reimbursement requests:		<u>0</u>
Total Reimbursement:	\$	0

Grant Status

Prior activity: Beaufort County is the Local Government administering the NC One Fund Grant. The City expenditure to date of \$67,500 reflects our portion of the grant match based on actual jobs created. Reimbursement to date is based on 76 jobs created of 90 committed or 84%. Next threshold will be 90 total jobs for the remaining 25%.

Activity during month:

Projected activity for next month:

Is project on schedule, if not what action is being taken: yes

Other notes/Council actions required (anticipated date of council action):

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Fund 66 - New Terminal Building (Design and Bidding)
Grant Number: 36237.38.12.1 (2012 Vision Funds)
Grant Agency: NCDOT Division of Aviation
Contract Grant Administrator: Talbert & Bright
City Grant Administrator: Allen Lewis

Award Date: 4/4/13 Grant Expiration Date: 7/1/15 Projected Completion Date: April 2014

Financial Status:

	<u>Total Budgeted Revenues</u>	<u>Actual Revenues Project to Date</u>	<u>Total Budgeted Expenditures</u>	<u>Actual Expenditures Project to Date</u>
Grant Funds	\$100,967.00	\$74,828.43	\$100,967.00	\$99,694.67
City Match	\$11,218.00	\$8,314.27	\$11,218.00	\$11,077.19
Other Match				
Total	\$112,185.00	\$83,142.70	\$112,185.00	\$110,771.86

Reimbursement to Date:	\$74,828.43
Outstanding Reimbursement requests:	<u>24,866.24</u>
Total Reimbursement:	\$99,694.67

Grant Status

Prior activity: Design was complete in October 2013 and bids were received in November 2013. Bids were presented to City Council in December 2013. Reimbursement requests for design and bidding phase costs were submitted to the NCDOT Division of Aviation on 07-31-13, 10-08-13, 11-12-13 and 02-04-14. The City is still waiting to be reimbursed for the expenses included on the reimbursement request dated 02-04-14. A final invoice was prepared for this project and a final reimbursement request submitted to the NCDOT Division of Aviation. With the final reimbursement request submission to the NCDOT DOA, the grant will be closed. Grant funds (\$1,272) that are not spent will be available for use in a separate grant at a later date.

Activity during month: N/A.

Projected activity for next month: Hopefully we will receive our reimbursements from NCDOA.

Is project on schedule, if not what action is being taken: Yes, project is on schedule.

Other notes/Council actions required (anticipated date of council action): N/A.

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Fund 66 - New Terminal Building (Construction)
Grant Number: 36237.38.13.1 (New Terminal Building)
Grant Agency: NCDOT Division of Aviation
Contract Grant Administrator: Talbert & Bright
City Grant Administrator: Allen Lewis

Award Date: 2/24/12 Grant Expiration Date: 7/1/17 Projected Completion Date: June 2015

Financial Status:

	Total Budgeted <u>Revenues</u>	Actual Revenues <u>Project to Date</u>	Total Budgeted <u>Expenditures</u>	Actual Expenditures <u>Project to Date</u>
Grant Funds	\$199,277.00	\$0	\$199,277.00	\$0.00
City Match	\$22,142.00	\$22,142.00	\$22,142.00	\$0.00
Other Match				
Total	\$221,142.00	\$22,142.00	\$221,142.00	\$0.00

Reimbursement to Date:	\$0.00
Outstanding Reimbursement requests:	<u>0</u>
Total Reimbursement:	\$0.00

Grant Status

Prior activity: This grant was approved by the State on February 24, 2014 and received by the City on March 1, 2014.

The grant application submitted includes 2012 Vision 100 Funds in the amount of 49,277.00 and 2013 Vision 100 Funds in the amount of \$150,000.

Activity during month: Contract documents were finalized and construction started on March 31, 2014.

Projected activity for next month: Construction will continue.

Is project on schedule, if not what action is being taken: Yes, project is on schedule.

Other notes/Council actions required (anticipated date of council action): N/A

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Fund 66 - New Terminal Building (Construction)

Grant Number: 36244.51.9.1 (State Discretionary Funding 12/13)

Grant Agency: NCDOT Division of Aviation

Contract Grant Administrator: Talbert & Bright

City Grant Administrator: Allen Lewis

Award Date: 2/24/14 Grant Expiration Date: 7/1/17 Projected Completion Date: June 2015

Financial Status:

	Total Budgeted <u>Revenues</u>	Actual Revenues <u>Project to Date</u>	Total Budgeted <u>Expenditures</u>	Actual Expenditures <u>Project to Date</u>
Grant Funds	\$500,000.00	\$0	\$500,000.00	\$0.00
City Match	\$55,556.00	\$55,556.00	\$55,556.00	\$0.00
Other Match				
Total	\$555,556.00	\$55,556.00	\$555,556.00	\$0.00

Reimbursement to Date:	\$0.00
Outstanding Reimbursement requests:	<u>0</u>
Total Reimbursement:	\$0.00

Grant Status

Prior activity: This grant was approved by the State on February 24, 2014 and received by the City on March 1, 2014.

Activity during month: Contract documents were finalized and construction started on March 31, 2014.

Projected activity for next month: Construction will continue.

Is project on schedule, if not what action is being taken: Yes, project is on schedule.

Other notes/Council actions required (anticipated date of council action): N/A.

**City of Washington
Grant Update**

Agenda Date: April 28, 2014

Grant Name: Fund 69 - New Terminal Building (Design and Bidding)
Grant Number: 36244.51.10.1 (State Discretionary Funding 13/14)
Grant Agency: NCDOT Division of Aviation
Contract Grant Administrator: Talbert & Bright
City Grant Administrator: Allen Lewis

Award Date: 03/07/14 Grant Expiration Date: 07/01/18 Projected Completion Date: June 2018

Financial Status:

	<u>Total Budgeted Revenues</u>	<u>Actual Revenues Project to Date</u>	<u>Total Budgeted Expenditures</u>	<u>Actual Expenditures Project to Date</u>
Grant Funds	\$325,000	\$0	\$0	\$0
City Match	\$36,111	\$0	\$0	\$0
Other Match				
Total	\$361,111	\$0	\$0	\$0

Reimbursement to Date: \$0
 Outstanding Reimbursement requests: 0
 Total Reimbursement: \$0

Grant Status

Prior activity: The City received notification dated March 7, 2014, that the above noted funds had been allocated for this project.

Activity during month: Submit application to State for grant agreement.

Projected activity for next month: Submit application to State for grant agreement.

Is project on schedule, if not what action is being taken: Yes, project is on schedule

Other notes/Council actions required (anticipated date of council action): acceptance and authorization to execute grant agreement – May 12, 2014.

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Fund 71 – Airport Lighting Rehabilitation Project

Grant Number: 36244.51.10.1 (State Discretionary Funding 13/14)

Grant Agency: NCDOT Division of Aviation

Contract Grant Administrator: Talbert & Bright

City Grant Administrator: Allen Lewis

Award Date: 03/07/14 Grant Expiration Date: 07/01/18 Projected Completion Date: June 2018

Financial Status:

	Total Budgeted <u>Revenues</u>	Actual Revenues <u>Project to Date</u>	Total Budgeted <u>Expenditures</u>	Actual Expenditures <u>Project to Date</u>
Grant Funds	\$325,000	\$0	\$0	\$0
City Match	\$36,111	\$0	\$0	\$0
Other Match				
Total	\$361,111	\$0	\$0	\$0

Reimbursement to Date: \$0
 Outstanding Reimbursement requests: 0
 Total Reimbursement: \$0

Grant Status

Prior activity: The City received notification dated March 7, 2014, that the above noted funds had been allocated for this project.

Activity during month: Approve project ordinance agreement – 04-14-14..

Projected activity for next month: Submit application to State for grant agreement.

Is project on schedule, if not what action is being taken: Yes, project is on schedule

Other notes/Council actions required (anticipated date of council action): acceptance and authorization to execute grant agreement – May 12, 2014.

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Fund 67 - Façade Grants

Grant Number:

Grant Agency: City of Washington

Contract Grant Administrator:

City Grant Administrator: John Rodman

Award Date: 7/1/13 Grant Expiration Date: 6/30/14 Projected Completion Date: 6/30/14

Financial Status:

Grant Funds	<u>Total Budgeted Revenues</u>	<u>Actual Revenues Project to Date</u>	<u>Total Budgeted Expenditures</u>	<u>Actual Expenditures Project to Date</u>
City Match	\$20,090.00	\$20,090.00	\$20,090.00	\$18,098.72
Interest		25.99		
Total	\$20,090.00	\$20,115.99	\$20,090.00	\$18,098.72

Reimbursement to Date:	\$ 0
Outstanding Reimbursement requests:	0
Total Reimbursement:	\$ 0

Grant Status

Prior activity:

Activity during month: An additional appropriation in the amount of \$10,090 was made by Council at the January meeting. A total of 1 project was reimbursed in the amount of \$1,188.72 out of those funds.

Projected activity for next month: Additional projects will be completed and reimbursements will be made.

Is project on schedule, if not what action is being taken: Project is on schedule. Anticipate close-out prior to end of the year.

Other notes/Council actions required (anticipated date of council action): N/A

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Fund 68 - Main Street Solutions
Grant Number: MSSF -- Washington2011
Grant Agency: Department of Commerce
Contract Grant Administrator: Washington Harbor District Alliance, Beth Byrd
City Grant Administrator: John Rodman

Award Date: 4/10/2012 Grant Expiration Date: 2/23/2015 Projected Completion Date:

Financial Status:

	<u>Total Budgeted Revenues</u>	<u>Actual Revenues Project to Date</u>	<u>Total Budgeted Expenditures</u>	<u>Actual Expenditures Project to Date</u>
Grant Funds	\$200,000	\$0	\$200,000	\$0
City Match	0	0	0	0
Other Match				
Total	\$200,000	\$0	\$200,000	\$0

Reimbursement to Date:	\$0
Outstanding Reimbursement requests:	<u>0</u>
Total Reimbursement:	\$0

Grant Status

Prior activity: Meetings set with City Attorney and City Manager to inquire about extending the deadline (Dec. 16, 2013) of the Preservation Agreement between the City of Washington and Cedar Grove Plantation LLC stipulated in the purchase of the property called "Old City Hall"

City replied to inquiry giving Cedar Grove Plantation until January 15, 2014 to confirm with the City that the LLC has secured the necessary financing to move forward with the rehabilitation of Old City Hall, with evidence of financing, a concrete timeline and related deliverables.

In response to the January 15th deadline Kathryn Pisciotta, Partner in Cedar Grove Plantation LLC responded on January 15, 2014 by email:

With regret I must inform you that I have exhausted all opportunities to secure Partners to continue the "Georges of Washington" project for the following reasons.

City of Washington Grant Update

- *Inability for investors to negotiate favorable terms for bank financing*
- *Lack of interest in the size and financial expenditure of the project*
- *Unwillingness to deal with grant and historical restrictions*
- *Time and finance taken up by other on-going projects.*
- *Short timeframe in which to evaluate a new investor involvement.*
- *Competitive businesses recently opened in the district.*

I therefore request that the City purchase back the Old City Hall in the amount of \$25,000 and per our agreement.

The City then started proceedings to reacquire the Old City Hall property.

Activity during month: On February 10, 2014 the City Manager met with a managing partner of Cedar Grove Plantation, LLC and potential new partners of the LLC and was informed that a restructuring of the LLC is being considered and was asked for a 60 day delay on the repurchase proceedings. The City Manager agreed to the 60 day extension. At the time of this most recent request from Cedar Grove Plantation, LLC it was stated that the potential new partners in the LLC would not pursue the use of the Main Street Solutions Fund Grant.

WHDA requested that the NC Main Street Center inform the City on how to terminate the "Old Town Hall" grant.

Projected activity for next month: Letter needs to be sent to North Carolina Main Street Center:

Liz Parham's Instructions- Main Street's typical protocol has been for the Mayor or City Manager to simply send a letter stating that the project cannot be completed as outlined in the application and that you wish to be release your grant funds that were awarded to the City of Washington for the Old City Hall Project.

Is project on schedule, if not what action is being taken:

Other notes/Council actions required (anticipated date of council action): None

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Fund 76 - EDA Water Projects
Grant Number: EDA Project No. 04-79-06833
Grant Agency: USDOC - EDA
Contract Grant Administrator: Mid-East Commission
City Grant Administrator: Allen Lewis

Award Date: 09-11-13 Grant Expiration Date: 03-11-17 Projected Completion Date: 02-28-17

Financial Status:

	<u>Total Budgeted Revenues</u>	<u>Actual Revenues Project to Date</u>	<u>Total Budgeted Expenditures</u>	<u>Actual Expenditures Project to Date</u>
Grant Funds	\$722,129	\$0	\$722,129	\$11,858.54
City Match	\$706,133	\$0	\$706,133	\$11,595.86
Other Match				
Total	\$1,428,262	\$0	\$1,428,262	\$23,454.40

Reimbursement to Date: \$0
 Outstanding Reimbursement requests: \$0
 Total Reimbursement: \$0

Grant Status

Prior activity: Topographic surveying and design work completed on project.

Activity during month: Design work is continuing.

Projected activity for next month: Design work to continue.

Is project on schedule, if not what action is being taken: Yes, project is on schedule.

Other notes/Council actions required (anticipated date of council action): Council action will be required to award construction project in December 2014, once design is completed and project is bid. Reimbursement requests for design cannot be made until 25% of the total construction project has been completed per grant requirements.

**City of Washington
Grant Update**

Agenda Date: April 28, 2014

Grant Name: Fund 77 - EDA Sewer Projects
Grant Number: EDA Project No. 04-79-06833
Grant Agency: USDOC - EDA
Contract Grant Administrator: Mid-East Commission
City Grant Administrator: Allen Lewis

Award Date: 09-11-13 Grant Expiration Date: 03-11-17 Projected Completion Date: 02-28-17

Financial Status:

	Total Budgeted <u>Revenues</u>	Actual Revenues <u>Project to Date</u>	Total Budgeted <u>Expenditures</u>	Actual Expenditures <u>Project to Date</u>
Grant Funds	\$719,920	\$0	\$719,920	\$45,040.59
City Match	\$703,974	\$0	\$703,974	\$44,042.95
Other Match				
Total	\$1,423,894	\$0	\$1,423,894	\$89,083.54

Reimbursement to Date: \$0
 Outstanding Reimbursement requests: \$0
 Total Reimbursement: \$0

Grant Status

Prior activity: Topographic surveying and design work started on project.

Activity during month: Design work is continuing.

Projected activity for next month: Design work will continue.

Is project on schedule, if not what action is being taken: Yes, project is on schedule.

Other notes/Council actions required (anticipated date of council action): Council action will be required to award construction project in December 2014, once design is completed and project is bid. Reimbursement requests for design cannot be made until 25% of the total construction project has been completed per grant requirements.

**City of Washington
Grant Update**

Agenda Date: April 28, 2014

Grant Name: Fund 78 - Lighthouse Restrooms
Grant Number: Grant Contract Number 5026
Grant Agency: Public Access Funds/Division of Coastal Management
Contract Grant Administrator: Meghan Meehan, DCM
City Grant Administrator: John Rodman

Award Date: 1/17/12 Grant Expiration Date: 1/17/15 Projected Completion Date: June 2014

Financial Status:

	<u>Total Budgeted Revenues</u>	<u>Actual Revenues Project to Date</u>	<u>Total Budgeted Expenditures</u>	<u>Actual Expenditures Project to Date</u>
Grant Funds	\$250,000.00	\$0	\$250,000.00	\$9,563.82
City Match	94,397.00	94,397.00	94,397.00	3,611.18
Other Match				
Total	\$344,397.00	\$94,397.00	\$344,397.00	\$13,175.00

Reimbursement to Date:	\$	0
Outstanding Reimbursement requests:		<u>0</u>
Total Reimbursement:	\$	0

Grant Status

Prior activity:

Three bids received for project.

Contract awarded to White Construction and Design.

Contract negotiations with White Construction resulted in \$18,710 in reductions from the bid price.

Contract signed and Notice to Proceed issued in January 2014

**City of Washington
Grant Update**

Activity during month:

Construction began on the project with the site preparation and the foundation. Construction continues with the installation of the plumbing and the block wall installation. Steel beams for the second floor are being installed. Second floor walls will begin this month.

Projected activity for next month:

Construction will continue with the second floor walls being completed and the installation for the roof supports being added.,

Is project on schedule, if not what action is being taken:

After a few weather delays the project is on schedule and will be completed by contract date

Other notes/Council actions required (anticipated date of council action):

No action required at this time

City of Washington Grant Update

Agenda Date: April 28, 2014

Grant Name: Keysville Road Subdivision Grant
Grant Number: CDBG 05-C-1490
Grant Agency: Division of Community Assistance
Contract Grant Administrator: Holland Consultants
City Grant Administrator: Matt Rauschenbach

Award Date: 2005 Grant Expiration Date: 6/4/13 Projected Completion Date: 7/1/16

Financial Status:

	<u>Total Budgeted Revenues</u>	<u>Actual Revenues Project to Date</u>	<u>Total Budgeted Expenditures</u>	<u>Actual Expenditures Project to Date</u>
Grant Funds	\$250,000.00	\$250,000.00	\$250,000.00	250,000.00
City Match	70,000.00	70,000.00	70,000.00	70,000.00
Other Match				
Total	\$320,000.00	\$320,000.00	\$320,000.00	\$320,000.00

Reimbursement to Date:	\$250,000.00
Outstanding Reimbursement requests:	0
Total Reimbursement:	\$250,000.00

Grant Status

Prior activity: Grant was closed for non-performance. Five lots have been cleared, water/sewer infrastructure, curb and gravel road are in place. \$25,000 of grant funds returned in July 2012, \$225,000 balance to be reimbursed in \$75,000 increments over the next three years net of a \$50,000 allowance/qualifying home, no recapture mechanism once funds are returned. Metropolitan's scheduled public appearance at March Council meeting resulted in authorization of \$3,775 for lot clearing and surveying and the waiver of \$19,087.50 associated with water, sewer, electric, and planning fees. Metropolitan committed to the construction and occupancy of two qualifying homes by June 30, 2014 to avoid the \$75,000 July 1 claw back.

Activity during month: Lots were re-cleared, surveyed, and footers poured for the first foundation.

Projected activity for next month: Meet with Metropolitan Housing representatives to discuss status.

City of Washington Grant Update

Is project on schedule, if not what action is being taken: No, continue to follow up with Metropolitan on a regular basis.

Other notes/Council actions required (anticipated date of council action): Metropolitan scheduled public appearance at the April 14th Council meeting to discuss paving and property lien security.

Fund/Department	Account	Description	Budget \$	Spent	Open PO	Balance	Status	Notes
General Fund:								
IT	10-00-4132-7400	Virtualization Migration	30,000	0	0	30,000	On Hold - to create plan for future	
		PEG Channel Equipment	75,000	0	0	75,000	On Hold - to create plan for future	
		Ssg Cisco Smartnet	9,148	0	0	9,148	Recurring cost of support	1
		Westinghouse Electric	2,066	4,964	0	(2,898)	Hardware associated with fiber	1
		Ssg Fiber- Peterson Bldg.	8,340	1,192	0	7,148	Complete	1
		Fiber Project	24,112	24,275	0	(163)	Phase I complete	2
		Total IT	148,666	30,431	0	118,235		
		Actual	148,667	30,431	0	118,236		
			0					
Municipal Building	10-00-4260-7400	City Hall Chiller	87,270	87,270	0	0	Complete	
		Actual	87,270	87,270	0	0		
Police	10-10-4310-7400	Police vehicles	68,700	19,845	48,749	105	Complete	
		Controlled substance vehicle	20,000	469		19,531		
		Vehicle equipment	4,395	4,431	0	(36)	Complete	2
		Total Police	93,095	24,745	48,749	19,601		
		Actual	93,095	24,745	48,749	19,601		
Fire	10-10-4340-7400	Fire Utility Vehicle	27,500	27,904	0	(404)	Complete	
		Actual	27,500	27,904	0	(404)		
Inspections	10-10-4350-7400	Inspections vehicle	19,996	19,995	0	1	Complete	
		Actual	19,996	19,995	0	1		
Planning	10-10-4910-7400	Way Finding	75,000	0	0	75,000	Capital project ordinance April Council	
		Actual	75,000	0	0	75,000		
Street Maintenance	10-20-4510-7400	Air Compressor	25,000	20,428	0	4,572	Complete	
		Actual	25,000	20,428	0	4,572		
Library	10-40-6110-7400	Library lighting	25,100	24,981	0	119	Complete	
		Actual	25,100	24,981	0	119		
Recreation Admin.	10-40-6120-7400	Peterson Building Roof	38,420	38,420	0	0	Complete	
		Peterson Building HVAC	10,000	9,970	0	30	Complete	
		Total Recreation Admin.	48,420	48,390	0	30		
		Actual	48,420	48,390	0	30		
Senior Center	10-40-6123-7400	Sr. Center Entrance & Ramp	34,000	33,800	0	200	Complete	
		Actual	34,000	33,800	0	200		
Civic Center	10-40-6125-7400	Concrete drive	1,300	1,233	0	67	Complete	
		Actual	1,300	1,233	0	67		
Aquatic Center	10-40-6126-7400	Phase 1 Dectron Unit Replace	16,200	16,200	0	0	Complete	
		Actual	16,200	16,200	0	0		

Fund/Department	Account	Description	Budget \$	Spent	Open PO	Balance	Status	Notes
Rec. Maintenance	10-40-6130-7400	Boardwalk Replacement	26,177	26,177	0	0	Complete	
		Todd Maxwell Restrooms	62,823	0	0	62,823	Out for Bid April, May Council	
		Total Rec. Maintenance	89,000	26,177	0	62,823		
		Actual	89,000	26,177	0	62,823		
Total General Fund			690,547	361,554	48,749	280,244		
Actual			690,548	361,554	48,749	280,245		
Water:								
Water Meter Svc.	30-90-7250-7000	AMR Meters	100,000	66,134	23,142	10,724	2nd round of meters on order, complete 6/30/14	
Water Meter Svc.	30-90-7250-7400	AMR Meters	235	0	235	0	Completion by 6/30/14	
Water Treatment	30-90-8100-7400	Maint. & Repair of Cameras &	25,000	21,276	0	3,724	Complete	
Water Maintenance	30-90-8140-7400	Replace Truck #414	60,000	94	59,755	151	Complete	
Water Construction	30-90-8180-7400	6' Summitt Ave.WL	179,000	0	14,000	165,000	Design in process, complete project October 1	
Total Water Fund			364,235	87,504	97,132	179,599		
Actual			364,235	87,504	97,132	179,599		
Sewer:								
Wastewater Treatment	32-90-8220-7400	Liquid Feed Constr. Admin.	4,464	2,495	0	1,969	Complete	
Wastewater Treatment	32-90-8220-7400	Replace Return Sludge Pump	21,000	20,916	0	84	Complete	
Lift Stations	32-90-8230-7400	Generator for Fountain Pump	90,000	26,550	22,086	41,364	Project under construction, complete by 6/30/14	
Total Sewer Fund			115,464	49,961	22,086	43,416		
Actual			115,464	49,961	22,086	43,417		
Electric:								
Electric Meter Service	35-90-7250-7400	Meters	50,000	22,162	750	27,088	In Progress	
		AMR Mobile Collector	20,000	20,000	0	0	Completed	
		Total Electric Meter Svc.	70,000	42,162	750	27,088		
		Actual	70,000	42,162	750	27,088		
Substation Maint.	35-90-8370-7400	Highland Drive Recloser	30,000	31,620	0	(1,620)	Completed	
		Highland Dr. Breaker Replace	40,000	32,795	3,547	3,658	Completed	
		RTAC (White Post substation)	6,000	6,040	0	(40)	Completed	
		Distribution reclosers	20,000	14,955	0	5,045	In Progress	
		Capacitors	8,000	5,436	0	2,564	Completed	
		Replace Truck #651	25,000	23,896	0	1,104	Completed	
		Total Substation	129,000	114,742	3,547	10,711		
		Actual	129,000	114,742	3,547	10,711		
			0					
Load Management	35-90-8375-7400	Load Management Switches	66,000	65,693	0	307	Completed	
		Actual	66,000	65,693	0	307		
Power Line Construction	35-90-8390-7400	2nd St./5th St Rebuild Engine	100,000	20,904	4,747	74,349	In Progress, completed by 6/30/14	
		High School Feeder relocation	180,000	22,712	0	157,288	OH complete, UG to be bid out	
		Grimesland Feeder Engineerin	90,000	0	50,000	40,000	In Progress, completed by 6/30/14	
		NC 32 Feeder Engineering	50,000	0	30,000	20,000	In Progress, completed by 6/30/14	

Fund/Department	Account	Description	Budget \$	Spent	Open PO	Balance	Status	Notes
	35-90-8390-7400	White Post/Slatestone Feeder	100,000	0	0	100,000	Delayed until FY 2014-15	
	35-90-8390-7400	Equipment Shelter	42,000	46,500	0	(4,500)	Completed	
	35-90-8390-7400	Row Bushog	12,000	10,591	0	1,409	Completed	
	35-90-8390-7400	Trencher Trailer	8,000	7,055	0	945	Completed	
	35-90-8390-7400	Rope Pulling Machine	25,708	24,368	0	1,340	Completed	2
	35-90-8390-7400	Vehicle #651	44,580	45,174	0	(594)	On Order	2
Power Line Construction	35-90-8390-7401	Bucket Truck #616	235,547	235,541	0	6	Completed	2
		Total Power Line Constructi	887,835	412,845	84,747	390,243		
		Actual	887,835	412,845	84,747	390,243		
		Total Electric Fund	1,152,835	635,442	89,044	428,349		
		Actual	1,152,835	635,442	89,044	428,349		
Airport:								
Warren Field Airport	37-90-4530-7400	John Deere Rotary Mower	15,752	15,751	0	1	Complete	
		Total Solid Waste	15,752	15,751	0	1		
		Actual	15,752	15,751	0	1		
Solid Waste:								
Solid Waste Collection	38-90-4710-7400	Replace Truck #438	132,000	0	124,965	7,035	On order	
		Total Solid Waste	132,000	0	124,965	7,035		
		Actual	132,000	0	124,965	7,035		
Cemetery:								
Cemetery Fund	39-90-4740-7400	Kubota Tractor	35,000	35,000	0	0	Complete	
		Total Cemetery	35,000	35,000	0	0		
		Actual	35,000	35,000	0	0		
Grand Total								
		Grand Total	2,505,833	1,185,213	381,977	938,643		
		Actual	2,505,834	1,185,213	381,977	938,645		

Notes:

- 1 PO carryforward
- 2 Project carryforward