



City of
Washington
NORTH CAROLINA
Council Agenda
JANUARY 12, 2015
5:30 PM

Opening of Meeting

Nondenominational Invocation

Roll Call

Approval of minutes from December 8, 2014 (**page 3**)

Approval/Amendments to Agenda

***Announcement: Spirit of Christmas Winners (Beth Byrd)**

I. Consent Agenda:

- A. Declare Surplus/Authorize – Declare Surplus and **Authorize** the sale of vehicles through electronic auction using GovDeals (**page 24**)
- B. Adopt – Budget Ordinance and a Grant Project Amendment for the Airport Lighting Rehabilitation Grant (**page 25**)
- C. Accept/Adopt – Memorial Donation from the Washington High School Pam Pack Café and **Adopt** Budget Ordinance Amendment (**page 27**)
- D. Adopt – Resolution fixing the date for a public hearing on the non-contiguous Annexation of the DCD Enterprises, Inc. property located on US Hwy 264 West containing 5.00 acres (**page 29**)
- E. Approve – Purchase Orders > \$20,000 (**page 35**)

II. Comments from the Public:

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

- A. Accept/Adopt – Recommendation of the Planning Board and **Adopt** Resolution to consider zoning change consisting of 6.49 acres of vacant property located on Slatestone Road (**page 40**)

IV. Public Hearing - Other: None

V. Scheduled Public Appearances:

- A. Martin Starnes & Associates – Audit Review (**page 56**)
- B. Lynn Wingate – Wildlife Festival 20th Anniversary



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- VI. Correspondence and Special Reports:
- A. Memo – Budget Transfer – General Fund Dock Reallocation **(page 62)**
 - B. Report – Load Management Report for the month of December **(page 65)**
- VII. Reports from Boards, Commissions and Committees:
- A. Human Relations Council **(page 66)**
- VIII. Appointments:
- A. Appointments – Local Fireman’s Relief Fund Board **(page 67)**
- IX. Old Business:
- A. Accept/Adopt – Recommendation of the Waterfront Dock Advisory Committee and **Adopt** New Rate Schedule for Docks **(page 68)**
 - B. Award/Approve – Tentatively Award Contract for the Water and Sewer Improvements Project to Hatchell Concrete, Inc. and **Approve** Corresponding Purchase Order **(page 72)**
 - C. Discussion – Recreation Fees (Request by Councilman Beeman)
- X. New Business:
- A. Approve/Authorize – Mayor to sign letter of support for Metropolitan Community Health Services, Inc. - Service Area Competition Grant Application **(page 82)**
- XI. Any Other Items From City Manager: None
- XII. Any Other Business From the Mayor or Other Members of Council: None
- XIII. Closed Session – Under NCGS § 143-318.11(a)(1) Disclosure of Confidential Information, 159B-38 Confidentiality of Contract Discussion and 143-318.10 (e) The Public Records Act
- XIV. Adjourn – Until Monday, January 26, 2015 at 5:30 pm, in the Council Chambers.

The Washington City Council met in a regular session on Monday, December 8, 2014 at 5:30pm in the City Council Chambers at the Municipal Building. Present were: Mac Hodges, Mayor; Bobby Roberson, Mayor Pro tem; Doug Mercer, Councilman; William Pitt, Councilman; Richard Brooks, Councilman; Larry Beeman, Councilman; Brian M. Alligood, City Manager; Cynthia S. Bennett, City Clerk and Franz Holscher, City Attorney.

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

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

APPROVAL OF MINUTES:

By motion of Councilman Mercer, seconded by Mayor Pro tem Roberson, Council approved the minutes of December 8, 2014 as presented.

APPROVAL/AMENDMENTS TO AGENDA:

- Add: Under Consent Agenda Item D: Adopt the resolution directing the City Clerk to investigate a petition for the non-contiguous annexation of DCD Enterprises Inc.
- Add: Under Appointments: Appointment (Nomination) of Council liaison to the Economic Development Advisory Board.
- Add: Under XII – Other Business from Mayor and Members of Council: Discussion of Advocacy Goals

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

***PRESENTATION OF MEMORIAL & RETIREMENT RESOLUTIONS**

Retiree Recognition

On behalf of the North Carolina League of Municipalities and the City of Washington, we would like to recognize City of Washington employees that retired during the past year: David Gibbs, Al Leggett, William Galloway, Eddie Edwards, and Richard Stout.

“Whereas each of these gentlemen retired during the past year, having served the City of Washington faithfully and well;

Whereas their work benefited the citizens of the City of Washington and upheld the standards of excellence in municipal government;

The North Carolina League of Municipalities recognizes and honors these former employees of the City of Washington for their faithful service and lasting contributions to municipal government.”

- **David Gibbs** — former Public Works Superintendent – retired February 1, 2014 after 36 years 4 months of service

- **Al Leggett** – former Electric Line Operations Superintendent – retired February 1, 2014 after 34 years 7 months of service
- **William Galloway** –former Sanitation Worker – retired July 1, 2014 after 28 years of service
- **Eddie Edwards** – former Equipment Operator – retired September 1, 2014 after 25 years 10 months of service
- **Richard Stout** – former Sr. Equipment Operator – retired August 1, 2014 after 18 years 8 months of service



Mayor Hodges & David Gibbs



Mayor Hodges & Al Leggett



Mayor Hodges & Eddie Edwards

MEMORIALS

The City of Washington lost 4 long term City retirees this past year and we want to take this opportunity to recognize and honor them.

Mayor Hodges invited the families of Glenn Cushing, Hugh Sterling, Agnes Stevens and Doris Wilson to come forward.

We want to take this opportunity to present you with resolutions from the NC League of Municipalities to acknowledge their faithful service to the City of Washington; and wish to express our sincere sorrow at the passing of your loved ones.

Whereas each of these retirees made significant contributions to the City of Washington and its residents; and contributed to the advancement of excellence in municipal government.

We are proud to honor the memory of:

- **Glenn Cushing** - former Treatment Plant Operations Supervisor – Retired March 1, 2013 after 31 years 10 months of service
- **Hugh Sterling** - former Fire Chief – Retired November 1, 1996 after 30 years 7 months of service
- **Agnes Stevens** - former Customer Services Representative – Retired January 1, 1992 after 15 years 5 months of service
- **Doris Wilson** - former Firefighter / EMT – August 1, 2001 after 11 years 7 months of service



Mayor Hodges & Teresa Cushing
(Glenn Cushing)



Mayor Hodges & Elizabeth Junak
(Hugh Sterling)

PRESENTATION TO ALAN & CAROLYN McCUTCHEON

The Mayor and City Council of the City of Washington commend the willingness to act and quick thinking of Alan and Carolyn McCutcheon

On December 4, 2014 Alan and Carolyn were leaving the ECU football game when they came upon a motor vehicle crash that had just occurred. They immediately pulled over to check on the occupants of the vehicles involved. In that process they encountered one person who had been removed from the vehicle and was lying in the roadway unresponsive with no pulse or respirations. They began CPR and continued that process with the assistance of other medical care personnel until EMS arrived on scene. Greenville EMS personnel continued to administer emergency care on scene and were able to revive the patient. The willingness to act and quick thinking of Alan and Carolyn are credited to the positive outcome of this incident.



Stacy Drakeford, Carolyn & Alan McCutcheon,
Robbie Rose



Stacy Drakeford, Freddie C. Fuller, II
Carolyn & Alan McCutcheon, Robbie Rose

CONSENT AGENDA:

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

A. Adopt – Library EZ Edge Technology Grant Budget Ordinance Amendment
**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2014-2015**

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

Section 1. That the Estimated Revenues in the General Fund be increased in the following accounts and amounts:

10-40-3611-3303	Library Grant-LSTA	\$4,863
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Section 2. That the following accounts and amounts be increased in the Library Department of the General Fund appropriations Budget:

Account	Description	Amount
10-40-6110-7000	Non-capitalized Purchases	\$4,863

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 8th day of December, 2014.

ATTEST:
s/Cynthia S. Bennett
City Clerk

s/Mac Hodges
Mayor

B. Adopt – Airport Vision Grant Budget Ordinance Amendment for the engineering of the approach surveys and analysis project
**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2014-2015**

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

Section 1. That the Estimated Revenues in the Airport Fund be increased in the following accounts and amounts:

37-90-3490-0010	Vision 100 Grant 36237.38.11.1	\$5,620
37-90-3991-9910	Fund Balance Appropriated	626

Section 2. That the following accounts and amounts be increased in the Warren Field Airport division of the Airport Fund appropriations budget:

37-90-4530-4523 Vision 100 Grant 36237.38.11.1 \$6,246

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 8th day of December, 2014.

ATTEST:

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

**s/Mac Hodges
Mayor**

C. Approve – Purchase Orders >\$20,000

Requisition # 15435, \$61,696, to Miller Supply Co. to purchase water meters, account 30-90-7250-7000. Miller Supply is the sole source provider for these type meters.

Requisition # 15449, \$30,000, to Carolina Parks & Play to purchase a polygon structure for the peoples pier project, account 72-40-6124-4500. This structure matches Festival Park.

Requisition # 15458, \$85,000, to EMA Resources for land application for residual sludge, account 32-90-8220-4500.

D. Adopt - Resolution directing the City Clerk to investigate a petition for the non-contiguous annexation of DCD Enterprises Inc.

**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE
A PETITION RECEIVED UNDER G.S. 160 A-58.1**

WHEREAS, a petition requesting annexation of an area described in said petition was received on December 8, 2014 by the Washington City Council; and

WHEREAS, G.S. 160A-58.2 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Washington deems it advisable to proceed in response to this request for annexation:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington that:

The City Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the City Council the result of her investigation.

ATTEST:

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

**s/Mac Hodges
Mayor**

COMMENTS FROM THE PUBLIC: NONE**PUBLIC HEARING – ZONING: NONE****PUBLIC HEARING – OTHER: NONE****SCHEDULED PUBLIC APPEARANCES:****DWAYNE ALLIGOOD – NCDOT – 15TH STREET UPDATE**

Mr. Dwayne Alligood and Haywood Daughtry with North Carolina Department of Transportation provided Council with an update on 15th Street. Public involvement sessions were held with business owners as well as residents, based on comments/concerns received at those meetings regarding access, we have come up with a very good plan to address the majority of those concerns. Mr. Alligood reviewed the proposed plan with Council. Wendy's is looking at redeveloping their current site. They will utilize their existing site as well as an adjacent vacant lot. There are hopes of an inner connection with Burger King and Wendy's. Mr. Alligood reviewed the access points along the project area.

Discussion was also held regarding potential development at Washington Plaza and Mid-Town Crossing, if/when this occurs, inner connectivity will need to be discussed. The traffic signal will be removed at Washington Street and relocated at Pierce Street. The plan presented is the finalized product; they are working hard on getting the utilities relocated for this project.

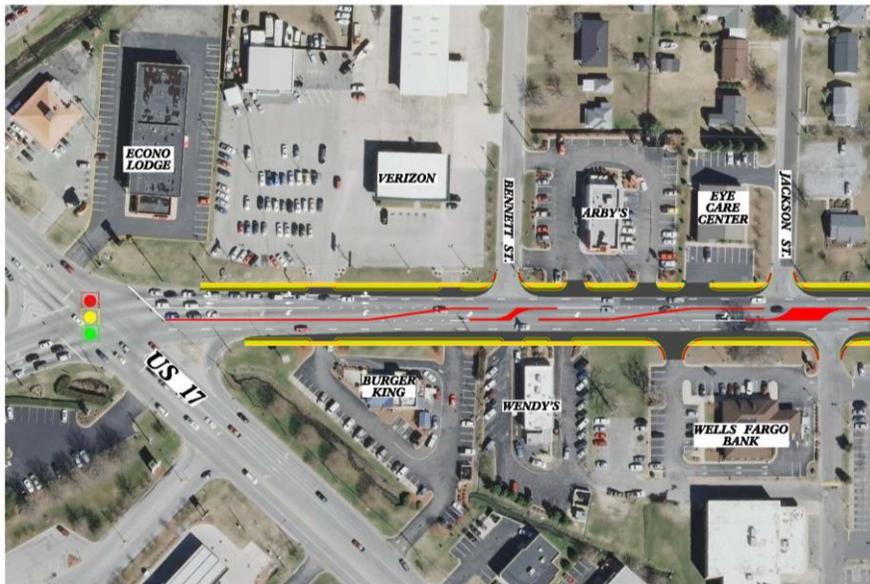
NCDOT is working towards the project being release during June 2015, there could be a delayed availability date based upon how long it takes to get the utilities relocated. Discussion was held regarding storm drainage; Mr. Alligood explained a meeting will be held on Wednesday of this week at his NCDOT office. Traffic will not be able to make a left turn onto Bridge Street from 15th Street due to the proximity of the traffic signal; there is good connectivity at that area. The next step is determining the right-of-way and easement needs for this project. The right-of-way is 80'. This is a four-lane divided section with sidewalks on both sides of the road. NCDOT will acquire right-of-ways to just the outside of where the sidewalks will go, there would be additional easements for utilities (aerial & underground).

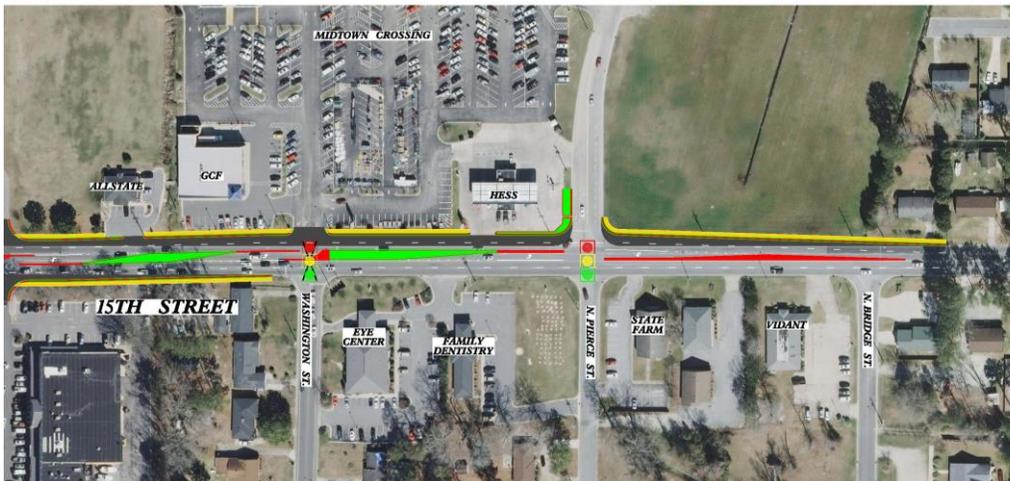
NCDOT released a new 10 year Transportation Improvement Program last week. The first five years are pretty much set and the remaining years listed the remainder of 15th Street from US 17 to Brown Street – to widen this five lane area to a multilane facility. That is in the developmental program for 2021 for right-of-way utilities with construction in 2023. Mr. Alligood explained that NCDOT will look at the possibility of a right turn lane onto Carolina Avenue from 15th Street and will see if this would be beneficial. Discussion was held regarding 5th Street and Mr. Alligood explained that in the current plan in 2016 this road would be milled and resurfaced, but this is not a long term fix being this would be a thin layer of asphalt on top of concrete. A plan was provided to the City some time ago that suggested a "road diet" for this area. This would reduce the number of lanes in this area from 4 lanes to 3 lanes (two thru lanes and one center turn lane). This project would be accomplished with restriping the areas exclusive of the intersections.

Questions were asked regarding construction on the Hwy 17 Bridge.
(Email response from Dwayne Alligood provided after the meeting.)

The work occurring on Bridge #25 on US 17 Business is part of Contract C203439 that was let in October of 2013. The date of availability of this contract was from 12/1/2013-4/15/2014 with 390 days to complete. The contract includes Bridge 25 in Beaufort County, Bridge 13 in Carteret County and Bridge 139 in Craven County. The contractor, Freyssinet, Inc. is doing preservation work to the non-movable part of Bridge #25. The preservation work includes cleaning & painting, span and beam jacking, and structural steel repairs. This work should be completed by the end of February 2015.

The work occurring on bridge 353 on US 17 Bypass is part of the warranty for this project. As part of the contract, the Department had a 5-year warranty on the bridge to cover major items. As part of the final inspection for year 5, the last year of the warranty, the Department identified issues with some of the joints on the bridge and some other items. The contractor was called in to do repair work and they are now complete.





FRED WATKINS – CHAIRMAN WATERFRONT DOCKS ADVISORY COMMITTEE – REGARDING DOCK FEES

Chairman of the Waterfront Docks Advisory Committee, Fred Watkins expressed that the Committee would like for Council to implement the fees that were presented last month and have the new fees effective January 1, 2015. Mr. Watkins noted that the Committee would like to have the option to come back to Council later in the year to re-evaluate the fees, if that need arises. There are basically a few new rates, because there was no charge for electricity. To encourage smaller boats, we

are going to a per foot rate in order to be competitive with other docking facilities and to fill the vacant slips. Mr. Watkins noted there was no rhyme or reason to the current docking fees. The charge for length now includes the entire length of the boat, including everything hanging off of the front and back of the boat.

Councilmembers discussed the proposed fees and the request to implement the fees effective January 1, 2015. Councilman Mercer expressed concern with implementing the fees now, he stated he was not prepared to approve/implement the fees tonight and wanted more time to review the fees. He additionally noted that this item will require a supermajority vote (4 voting in the affirmative) in order to be approved, since the item is not listed under Old/New Business. Councilman Mercer was concerned that the change in the rates would decrease the potential revenue. City Manager, Brian Allgood explained that would be correct, only if based on the same volume. The belief is that with these changes, the volume will increase and the revenue will increase as well.

A motion was made by Mayor Pro tem Roberson, seconded by Councilman Brooks, for Council to approve the recommended dock fees as presented last month. Voting for: Roberson, Brooks, Beeman; Against: Pitt & Mercer. Motion failed 3-2. This item will be discussed at the January 12, 2015 Council meeting.

CORRESPONDENCE AND SPECIAL REPORTS: NONE

REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES: NONE

APPOINTMENTS: ECONOMIC DEVELOPMENT ADVISORY BOARD

By motion of Mayor Pro tem Roberson, seconded by Councilman Beeman, Council approved Councilman Doug Mercer as the nominee for the City of Washington for the Economic Development Advisory Board. Term to expire December 31, 2015.

OLD BUSINESS: NONE

NEW BUSINESS:

APPROVE – UTILITY ADJUSTMENTS IN THE AMOUNT OF \$63,861.69 ON EIGHT (8) UTILITY ACCOUNTS

City Manager, Brian Allgood explained that during a recent review of utility accounts, it was discovered that the wrong rates were entered for water and sewer services for the attached accounts, as well as no stormwater fee being charged for some of these same accounts. No information regarding the specific account number, location or the identity of the utility account holder is included on the attachment because this information is not a matter of public record. All of the rates that were charged, or not charged, were from the inception of each account. As a result of these rates being entered incorrectly, the customers as a whole were overcharged \$38,505.98 for water usage and \$42,125.89 for sewer usage. Conversely, the customers who should have been paying stormwater fees were undercharged as a whole by \$16,770.18.

Staff believes that full adjustments on all accounts should be made due to the fact that the rates erroneously used were from the inception of the accounts. This did not provide the utility account holder any comparison data to work from. We also believe that instead of a credit shown on these accounts that each customer be issued a check in the full amount of the adjustment due to the amount

some of the individual accounts should be refunded and that they have been overcharged for as much as 7-9 years. Finally, the funds needed to refund these accounts should be taken from fund balance in the appropriate fund since that is where the revenue rolled over to each fiscal year. This will also help with this year's revenues meeting projections.

Customer 1

Water & sewer rates were set up incorrectly as a W30 and S30 (developer rate). At some point, the rates were changed to W50 and S50 (Outside City, County Main) which is incorrect. The customer has been billed wrong the entire time. Since the account was set up in 2005, the customer has been overcharged a total of \$2,035.79 for water and \$3,210.27 for sewer. The total amount overcharged is \$5,246.06.

Customer 2

Account 1

Water & sewer rates were set up incorrectly as W22 and S22 (Outside City). This property was annexed into the City on 2005. The customer has been billed wrong the entire time. Since the account was set up in September 2007, the customer has been overcharged a total of \$5,788.38 for water and \$6,612.62 for sewer. The total amount overcharged is \$12,401.00.

Account 2

Water & sewer rates were set up in October 2005 as W24 and S24 (Outside City). This property was annexed into the City in 2005. Water & sewer rates should have been changed at that time. The customer has been billed incorrectly since January 2006. Since that time, the customer has been overcharged a total of \$21,699.53 for water and \$25,387.51 for sewer. The total amount overcharged is \$47,087.04.

Since these two accounts were in the City limits as of 2005, they should have been charged a stormwater fee. One of these accounts (there are four total) should have been charged an SC4 rate from January 2006 until June 2007. From July 2007 to present, the charge should have been an SC5. The total that should have been billed for stormwater was \$12,625.68.

Customer 3

Account 1

A water rate was set up in June 2012 as W22 (Outside City). This property was previously annexed into the City earlier in 2012. The customer has been billed incorrectly the entire time. The customer has been overcharged a total of \$2071.26 for water. There is no sewer charge as this account is for irrigation purposes only.

Account 2

Water & sewer rates were set up in June 2012 as W23 and S23 (Outside City). This property had previously been annexed into the City earlier in 2012. The customer has been billed incorrectly the entire time. The customer has been overcharged a total of \$4,811.02 for water and \$4,494.71 for sewer. The total amount overcharged is \$9,305.73.

This account was also billed incorrectly for Stormwater. The account was billed as an SC2, but should have been charged an SC4. Since the account was set up, the customer was undercharged \$1,174.50.

Customer 4*Account 1*

A water rate was set up in June 2012 as W21 (Outside City). This property was annexed into the City later in 2012. The water rate should have been changed at that time. The customer has been billed incorrectly since January 2013. Since that time, the customer has been overcharged a total of \$615.76 for water. There is no sewer charge as this account is for irrigation purposes only.

Account 2

Water & sewer rates were set up in June 2012 as W21 and S21 (Outside City). This property was annexed into the City later in 2012. The water rate should have been changed at that time. The customer has been billed incorrectly since January 2013. Since that time, the customer has been overcharged a total of \$357.72 for Water and \$543.94 for sewer. The total water and sewer amount overcharged is \$901.66.

When these two accounts were annexed into the City Limits later in 2012, they should have been charged a stormwater fee. One of the accounts (there are two) should have been charged an SC3 rate. Since January 2013, the total that should have been billed for stormwater was \$1,188.00.

Customer 5

Water & sewer rates were set up incorrectly as W21 and S21 (Outside City). This property was annexed into the City in 2008. The customer has been billed wrong the entire time. Since the account was set up in May 2009, the customer has been overcharged a total of \$1,126.52 for water and \$1,876.84 for sewer. The total water and sewer amount overcharged is \$3,003.36.

Since this property was in the City Limits in 2008, it should have been charged a stormwater fee. This account should have been charged an SC2 rate. Since May 2009, the total that should have been billed for stormwater was \$1,782.00.

Mayor Pro tem Roberson noted that if we made the mistake, then we need to correct it and reimburse the customers.

By motion of Councilman Brooks, seconded by Councilman Beeman, Council approved utility adjustments for eight utility accounts in the total amount of \$63,861.69.

The City Manager explained that staff will bring back an overview of the current policy and proposed changes to that policy. We were in the wrong and we want to make things right. Councilman Mercer asked staff to pay close attention to the policy regarding “loss of water”. Mr. Alligood explained the current policy regarding this item.

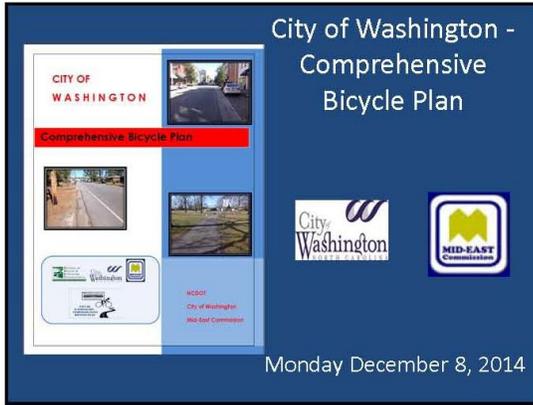
AUTHORIZE – AREA LIGHT ADJUSTMENT

Brian Alligood, City Manager directed Council attention to an email received from Alvin Ambrose and stated that Ambrose Auto Sales had been charged for four area lights since they opened in 2012 and should have been charged for three. The policy is to adjust for 12 months but staff recommends a credit to Ambrose Auto Sales in the amount of \$2,198.02 for the full 34 months.

By motion of Councilman Beeman, seconded by Councilman Brooks, Council authorized staff to credit Ambrose Auto Sales \$2,198.02 for thirty-four months of area light charges.

ADOPT – CITY OF WASHINGTON COMPREHENSIVE BIKE PLAN

Justin Oakes, Mid-East Commission summarized the Comprehensive Bike Plan with the following presentation.



Purpose of the Plan

- The purpose of the City of Washington Comprehensive Bicycle Plan is to provide a comprehensive view of cycling needs and opportunities within the City and to identify strategies to meet these needs and to take advantage of opportunities. The plan includes both on-road and off-road facilities, including bicycle lanes, bicycle sharrows, bicycle boulevards, paved shoulders, and a multi-use greenway. Signage and intersection crossing improvements are also addressed.
- Developed in coordination with the City's existing Comprehensive Pedestrian Plan and the Beaufort County Comprehensive Transportation Plan, the document supports the development of a comprehensive bicycle transportation network that will be incorporated with other modes of transportation to allow cyclist of all ages and skill level the ability to safely ride and connect to all locations in Washington. This plan designates a bicycle network between destinations throughout Washington that can be used for transportation, enjoyment, and fitness. Bicycle accessibility and safety for all residents throughout Washington served as a driving force behind plan development.

History and Overview

- In the Fall of 2010, the City prepared a NCDOT Bicycle Planning Grant application.
- Upon receiving notice the City had been awarded in mid 2011, Washington retained the services of the Mid-East Commission to develop the plan. Washington received the Notice to Proceed from NCDOT in Spring of 2012, and work began in May 2012 with the first Steering Committee Meeting.
- Following Steering Committee Meetings, a public input survey, Plan Open Houses, and informational exhibits at public events, an initial Draft of the Plan was submitted to the City and NCDOT for review in late 2013.

History and Overview

- Following coordination with the NCDOT Bicycle and Pedestrian Division, review and revisions of the plan document continued through early 2014. Mid-East submitted the Comprehensive Plan document to the NCDOT Bicycle and Pedestrian Division as well as the NCDOT Division 2 Office for review. Both the Bike/Pedestrian Division and Division 2 Office approved the plan to be presented to the City in September 2014.
- In October, the plan was presented to the Washington Recreation Advisory Board and in November the Washington Planning Board. At those meetings, each Board gave their approval to take before the City Council.

Public Input

- Public Input was a driving force behind the proposals that have been included in the Plan. As this is Washington's Plan, Mid-East worked to make sure it was representative of the needs expressed by the citizens of Washington.
- Public Input was collected through several forums:
 - Plan Steering Committee:** Comprised of interested Citizens representing diverse interest in the community, this committee met throughout the planning process to discuss the direction of plan development, including project, program, and policy recommendations.
 - Public Input Survey:** A public input survey regarding cycling and bicycle facilities was conducted as a part of the Bicycle Plan process. The survey was available to pick up and complete at various locations throughout the City, and was also available to take online. An advertisement for the survey also ran in The Washington Daily News.
 - Public Open House:** A pair of Public Open Houses were held during the planning process, allowing citizens the opportunity to provide feedback on areas of concern, areas or destinations they would like better access to, feedback on proposed projects, programs, and policies. An informational/input tent was also present at the 2013 BoCo Music Festival.



Intersection Improvements

1. 3rd and Market
2. 5th and Harvey at Jack's Creek Greenway
3. 15th and Market
4. 3rd and Brown
5. John Small and Hudnell
6. 11th and 12th Streets

Paved Shoulders

7. Whispering Pines

Bicycle Sharrow

Sharrows Only

8. Market Street (Water to 5th)

Sharrows (Bicycle Boulevard)

15. 3rd Street (Whispering Pines to Hudnell)
16. 9th Street (John Small to Van Norden)
17. 11th Street (Highland to Market)
18. 13th Street (15th to Carolina)
19. Brown Street (Main to 3rd)
20. Water Street (Stewart Parkway to Main)
21. McNair Street (Water to 3rd)
22. Van Norden Street (Main to 15th)

Bicycle Lane

9. Market Street (5th to 15th)
10. Stewart Parkway (Main to Water)
11. Bridge Street (Main to 5th)
12. Carolina Avenue (5th to 15th)
13. Hudnell Street (Park to John Small)
14. 6th and Bonner Streets (Jack's Creek Greenway to Market)

Side Use Path

23. Market Street Extension (15th to Airport Road)

Washington/Greenville Greenway

24. Washington/Greenville Greenway (3rd to Tranters Creek Road)

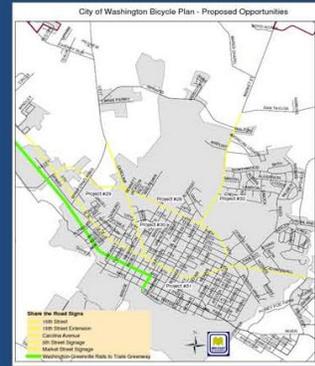
Signed Bike Routes

- 25. Highland Drive (12th to 11th)
- 26. Main Street (Bridge to Hudnell)
- 27. Trade Street (13th to Carolina)



Share the Road Signage

- 28. 15th Street (12th to Carolina)
- 29. 15th Street Extension (Carolina to 5th)
- 30. Carolina Avenue (5th to Highway 17)
- 31. 5th Street (Flanders Filters Road to Asbury Church Road)
- 32. Market Street Extension (15th to Dan Taylor)



Programs and Policies



- The implementation of various programs and policies not only encourages biking, but also provides education, enforcement, and maintenance opportunities to ensure Washington has a comprehensive bicycle network where its users feel comfortable to bike in the community. The recommended programs for Washington include:

Programs

- Spot Improvement and Maintenance Program
- Education Programs
- Enforcement Programs
- Encouragement Programs & Initiatives

Policies

- Zoning Ordinance & Subdivision Regulations
- Complete Streets Ordinance
- Maintenance
- City Funding
- Bicycle Parking Ordinance
- New bridge Project Ordinance
- Street Improvements Ordinance
- Commercial Development Access Management Policy
- Bikeways and Bike Facilities Ordinance

SPOT Improvement and Maintenance Programs

- The City should consider implementing a "Spot Improvement Program" to identify, report, and correct potential issues on the roadways. The potential issues may include pothole repair, grate repair/replacement, bridge rails, or cracked pavements. The City should consider an online notification form on the Bicycle and Pedestrian page which would allow residents to report needed repairs online. (See Encouragement Programs & Initiatives sub-section for discussion of web page).

Education Programs

- Bicycle Rodeo Program
- Bike Law Education for Police
 - Development of courses for law enforcement officers about bicycle safety and laws, and Safe Routes to School
 - Development of Bicycle Safety Enforcement Plans
 - Development of easy reference materials for officers, such as brochures
 - Development of bicycle safety videos
 - Joint education and enforcement activities conducted by law enforcement officers and volunteers
- Smart Cycling Program

Enforcement Programs

- Public Relations & Awareness Program
- Bicycle Registration Program
- Bicycle Helmet Give-Away Program
- Police-on-Bikes Program

Encouragement and Promotional Programs

- Bicycle Parking Rack Installation Program
- Bicycle and Pedestrian Advisory Committee
- Zoning Ordinance & Subdivision Regulations
- Complete Streets Ordinance
- City Funding

Zoning Ordinance & Subdivision Regulations

- Washington should consider revising its Zoning Ordinance and Subdivision regulations to set standards for:
 - Requiring bicycle facilities with certain development
 - Requiring bicycle facilities on all arterial and connector roads as development occurs while providing connections to neighboring roads and bike facilities
 - Include greenway set-asides to promote future development through conservation of recreational land

Complete Streets Ordinance

- Development and implementation a Complete Streets Ordinance is recommended to ensure all new and reconstruction of roadways have "complete street" elements (components for all types of transportation) incorporated into the design and construction as appropriate. These elements include:

Maintenance

- The City should consider implementing bicycle facilities into the regular maintenance schedule to maintain safety and usability of facilities. Maintenance activities may include repairing bicycle-parking racks, cracks/potholes in pavement, restriping of lanes, and removal of debris from the roadways/shoulders.

City Funding

- The City should consider allocating resources on an annual basis to establish a bicycle network, maintain existing facilities, and fund programs and on-going activities directed towards encouragement, enforcement, and education. The allocation of City funding for bicycle facilities will be an ongoing need.

Bicycle Parking Ordinance

- To ensure alternative transportation is adequately served, the City should consider including bicycle parking in permitted uses or districts.
- The Bicycle Parking ordinance should define the number of expected parking spaces rather than the number of expected racks.
- Downtown and commercial areas would benefit from this type of ordinance as cyclists would have a place to safely secure their bicycles.

New Bridge Project Ordinance

- An ordinance requiring bicycle accommodations on all new bridge projects is recommended. Currently, there are no identified bridge replacement projects. However, when projects are planned, bicycle facilities should be implemented to provide safe crossings to bicyclists, pedestrians, and motor vehicles.

Street Improvements Ordinance

- An ordinance requiring bikeway construction on all streets is recommended to provide for continuation and enhancement of existing bikeways, provide access to current or future school sites, and would conform to the adopted bicycle plan.

Commercial Development Access Management Policy

- It is important that the City maintain a policy of access management to limit the number of commercial and residential crossings of any sidepath and on roadways with bike lanes.
- Uncontrolled access points from the roadways into the parking area of a commercial building, parking lots, and access from parking lot to the building can all be potential accident areas. Limiting and consolidating vehicle driveways into a commercial site reduces conflict points.

Bikeways and Bike Facilities Ordinance

- An ordinance that would define the various types of bikeways and bicycle facilities and set forth a set of criteria for development of such facilities is recommended, with all criteria being consistent with minimum approved measures set forth by the NCDOT.
- As a part of this ordinance, the City should also consider developing/keeping an inventory of bike routes and facilities as they are developed or installed.

Table 8.1: Implementation Table

Program Name	Implementation Phase
SPOT Improvement Program	Short-Term
Infrastructure Maintenance Program	Short-Term
Education Programs	Short-Term
Bicycle Radio Program	Short-Term
Smart Cycling Program	Mid-Term
Public Relations & Awareness Program	Short-Term
Bicycle Registration Program	Short-Term
Bicycle Helmet Give-Away Program	Short-Term
Bicycle Parking Installation Program	Short-Term
Bicycle and Pedestrian Advisory Committee	Short-Term
Mapping/Signage Program	Short-Term
Local, Regional, and National Rides	Mid-Term
Bike Law Education for Police	Short-Term
Police on Bikes	Short-Term
Policy Name	Implementation Phase
Zoning Ordinance and Subdivision Regulations	Short-Term
Complete Streets Ordinance	Short-Term
Maintenance Policy	Short-Term
City Branding Policy	Short-Term, Ongoing
Bicycle Parking Ordinance	Short-Term
New Bridge Projects Policy	Mid-Term
Street Improvements Ordinance	Short-Term
Commercial Development Access Management Policy	Short-Term
Bikeways and Bike Facilities Ordinance	Short-Term
Speed Limit/Traffic Calming	Mid-Term

Implementation

- **Action: Establish a Standing Bicycle and Pedestrian Advisory Committee**
 - Establish an on-going committee to monitor progress of the plans implementation. Section 7 of this document includes a comprehensive list of all recommended projects. Projects are listed according to priority rank by project type.
 - Review development plans to identify opportunities for bicycle facilities.
- **Action: Providing Bicycle Facilities as parts of all existing/proposed roadways**
 - Accommodate bicycles as part of all new roadway projects. Seek opportunities to provide bike lanes, shared roadway markings, and signage as part of road projects in an effort to provide the City additional bicycle friendly facilities.
 - Incorporate requirements for bicycle facilities into the City's policies and ordinances.

Implementation

- **Action: All City departments should consult the Comprehensive Bicycle Plan when implementing projects and conducting plan reviews.**
 - Washington's development review process should be modified to include requirements for on and off-site bicycle connections, sidewalks, crosswalks, and other amenities.
 - Establish a Bicycle and Pedestrian Committee to review development plans.
- **Action: Develop a Bicycle Education Program and Enforce Traffic Laws.**
 - See Section 6 for recommended programs, such as Bike Helmet program and other encouragement programs.
 - Develop a bicycle education program as part of the City's overall communication and education programs.
 - Use the City's website, newsletter, and local newspaper as information and educational tools.
 - Use Local Public Access Channel to advertise Bicycle Safety Education Public Service Announcements as well as any events such as Safety Rodeos and Rides.

Implementation

- **Action: Plan and Construct Bicycle Amenities.**
 - Develop and provide maps of bicycle facilities, routes, and popular destinations. See Section 4 for discussion related to color coded route designation, mapping, route signage, and other facilities.
- **Action: Reduce Speed Limits and Use Bicycle-Friendly Devices.**
 - The City should consider traffic calming measures and/or speed reductions on roads with bicycle facilities.
- **Action: Update the Comprehensive Bicycle Plan every 5 - 10 years.**
 - Updates to the plan are essential in aiming to address the changing needs and priorities in Washington. The plan should be reviewed on no less than an annual basis, with public input serving as an essential piece for future plan updates and reviews.

Implementation

- **Action: Evaluate new bicycle facility treatments.**
 - New bicycle treatments should be evaluated to determine their effectiveness. The results of the evaluations will be used to refine, adjust, and guide future use of these treatments. Bicycle usage, motorist response, safety, and maintenance needs should be addressed during evaluation of new bicycle facilities. This includes the evaluation of the following facilities:
 - Shared Lane Markings (Sharrows) and Bicycle Lane Markings
 - Signage
 - Roadway Crossing Improvements/Treatments

Implementation

- **Action: Establish partnerships based on their potential interest or involvement in a project.**
 - The City should look to local agencies, businesses, organizations and governmental departments to provide partnership opportunities to assist them in meeting the goals of the Bicycle Plan. These partnerships may be utilized to develop bicycle education, enforcement, and encouragement programs.
 - Washington should consider establishing or strengthening partnerships with the following to achieve the completion of the Plan's projects and recommendations:
 - North Carolina Department of Transportation
 - Mid-East RPO
 - Mid-East Commission Local Government Services Department
 - Beaufort County Government
 - Beaufort County Health Department
 - Beaufort County Schools
 - Washington Harbor District Alliance
 - Washington-Beaufort County Chamber of Commerce
 - Local Businesses
 - Local Developers
 - Local Bicycle Clubs
 - Neighborhood Associations
 - Elected Officials

Implementation

- **Plan, Recruit, and Host Local, Regional, and National Rides/Events**
 - The City should look to partner with its allies at the Harbor District, Chamber of Commerce, and other local recreation and leisure promotional programs to organize local and regional rides, while also attracting national and regional cycle rides and organizations to bring their groups/events to Washington.
 - These events can benefit the City both through economic promotion and increased local participation/interest in cycling. Rides can attract numerous participants, both on the regional and national level, to the area, which could boost the local economy through business at hotels and restaurants. Through rides and events such as these, Washington can boost its reputation as a bicycle friendly community, further attracting cyclist to the City.

Implementation

- **Performance Measures**
 - The City of Washington should continue to monitor performance measures following the adoption of the plan. In doing so, the City can determine the amount of progress being made toward the eventual goal of achieving the plan’s vision. These measures should be reviewed and updated every few years to ensure that goals which require the City’s resources are being met when the resources are available.

Implementation

- **Evaluation/Monitoring Process**
 - Based on the recommendations made in the plan, Washington can measure success a number of ways, including:
 - Miles of on-street bicycle routes created
 - Changes in the number of people using bicycle programs
 - Creation/Adoption of multi-modal policies that improve the quality of travel experience
 - Connections to surrounding communities/multi-modal facilities
 - New linear feet of multi-modal accommodation

Table 8.1: Implementation Table

Program Name	Implementation Phase
SPOT Improvement Program	Short-Term
Infrastructure Maintenance Program	Short-Term
Education Programs	Short-Term
Bicycle Rodeo Program	Short-Term
Smart Cycling Program	Mid-Term
Public Relations & Awareness Program	Short-Term
Bicycle Registration Program	Short-Term
Bicycle Helmet Give Away Program	Short-Term
Bicycle Parking Installation Program	Short-Term
Bicycle and Pedestrian Advisory Committee	Short-Term
Mapping/Signage Program	Short-Term
Local, Regional, and National Rides	Mid-Term
Bike Law Education for Police	Short-Term
Police on Bikes	Short-Term
Policy Name	Implementation Phase
Zoning Ordinance and Subdivision Regulations	Short-Term
Complete Streets Ordinance	Short-Term
Maintenance Policy	Short-Term
City Funding Policy	Short-Term, Ongoing
Bicycle Parking Ordinance	Short-Term
New Bridge Projects Policy	Mid-Term
Streets Improvements Ordinance	Short-Term

Commercial Development Access Management Policy	Short-Term
Bikeways and Bike Facilities Ordinance	Short-Term
Speed Limit/Traffic Calming	Mid-Term

By motion of Councilman Pitt, seconded by Mayor Pro tem Roberson, Council adopted the City of Washington Comprehensive Bike Plan as presented.

AUTHORIZE/ADOPT/AWARD – MAYOR TO EXECUTE THE NECESSARY DOCUMENTS FOR APPLICATION OF AN ECONOMIC INFRASTRUCTURE PROGRAM, ADOPT A RESOLUTION SUPPORTING THE LOCAL GOVERNMENT MATCH OF THIS PROJECT, AND AWARD THE GRANT ADMINISTRATION CONTRACT TO THE MID-EAST COMMISSION

City Manager, Brian Alligood advised that a Chrysler, Dodge, Jeep dealership will be relocating to Beaufort County and has petitioned for voluntary annexation. Sewer infrastructure improvements will be made to support the facility and a grant with the Rural Economic Development Division of the NC Department of Commerce is being sought for this purpose. Thirty-three jobs are planned to be created as a result of the new facility. The project cost estimate is \$ 222,000, the grant requested is \$210,900 (22 jobs @ \$10,000), and requires a 5% local government match of \$11,100. The dealership will reimburse the City for the match. An Electricities grant will be applied for to pay for the cost of the Mid-East Commission preparing the grant application. A pre-application conference call is planned with the Rural Center prior to December 23rd, the application deadline is January 7th, and the award will be announced February 19th.

Councilman Mercer noted that his only request involved Section D of the proposed agreement with Mid-East Commission should read "...a lump sum total of \$2,500. Four invoices for \$625 each....".

Mayor Pro tem Roberson inquired about the time requirement for creating the 22 jobs. Mr. Alligood explained that they are anticipating creating 33 jobs, but we are only using 22 jobs for the grant. Once the grant agreement is awarded and signed, they have 18 months to create those 22 jobs and they have to hold them for 6 months. Once they hold the jobs for 6 months, then they are relieved from that grant requirement. If they fail to meet the job requirements, then there would be a clawback agreement that the dealership would have to reimburse the City, for the jobs that weren't created, then the City would reimburse the State. Councilman Mercer noted that currently the property is not in the City. Mr. Alligood explained that the annexation process has been started. Councilman Brooks asked if Mr. Alligood was confident that this grant requirement would be fulfilled, Mr. Alligood explained he was very confident that there won't be any issues with this grant.

By motion of Councilman Beeman, seconded by Councilman Brooks, Council authorized the Mayor to execute the necessary documents for application of an Economic Infrastructure Program, adopted a resolution supporting the local government match of this project, and awarded the grant administration contract to the Mid-East Commission in the amount of \$2,500.

RESOLUTION SUPPORTING AN APPLICATION ON BEHALF OF PROJECT CAR TO THE NORTH CAROLINA DEPARTMENT OF COMMERCE RURAL ECONOMIC DEVELOPMENT DIVISION ECONOMIC INFRASTRUCTURE PROGRAM

WHEREAS, the City of Washington is committed to advancing and promoting economic development in Washington;

WHEREAS, the City of Washington advocates enhancing the quality of life in Washington by advancing economic opportunities for businesses and residents of the City of Washington;

WHEREAS, North Carolina General Statute 158-7.1(a) authorizes the use of economic incentives for the purpose of private sector job creation;

WHEREAS, the Chrysler Jeep Dodge dealership has pledged to create 21 jobs in the corporate limits, it is eligible to apply for a Economic Infrastructure Program in the amount of \$210,900 for building renovations and upfit through the North Carolina Department of Commerce, and requires sponsorship of the City of Washington to make application; and

WHEREAS, the City of Washington acknowledges that, if the grant is awarded, it will be required to commit to a match of 5% of the grant amount;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington that it does hereby support and endorse the application of Project Car to the North Carolina Department of Commerce’s Economic Infrastructure Program for a grant in the amount of \$210,900.

ATTEST:

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

**s/Jay MacDonald Hodges
Mayor**

December 9, 2014

This agreement between the Mid-East Commission and the City of Washington is for the preparation of a North Carolina Department of Commerce Rural Economic Development Division Economic Infrastructure Program grant application for the City of Washington-Car Dealership project.

The Mid-East Commission agrees to prepare and submit the required full application to the NC Department of Commerce Rural Economic Development Division.

The City of Washington hereby agrees to pay the Mid-East Commission \$2,500.00 for the completion of the previously mentioned item.

**s/Brian M. Alligood
City of Washington
City Manager**

**s/Timmy Baynes
Executive Director
Mid-East Commission**

ANY OTHER ITEMS FROM CITY MANAGER: NONE

**ANY OTHER BUSINESS FROM THE MAYOR OR OTHER MEMBERS OF COUNCIL:
DISCUSSION OF ADVOCACY GOALS**

Councilman Pitt reminded members that the Advocacy Goals Conference will be held Thursday in Raleigh.

CLOSED SESSION: NONE

PAM PACK FOOTBALL

Mayor Hodges and Members of the City Council extended well wishes to the Washington High School Pam Pack Football Team as they head to the state title game for the first time in more than 50 years. Go Pam Pack!



**Pam Pack
Pride!**



**WE SUPPORT
WASHINGTON
PAM PACK!**

ADJOURN:

By motion of Councilman Brooks, seconded by Councilman Beeman, Council adjourned the meeting at 6:30 pm until Monday, January 12, 2015 at 5:30 pm, in the Council Chambers.

(Subject to the Approval of the City Council)

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



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Michael Whaley, Purchasing Agent
Date: December 18, 2014
Subject: Declare Surplus/Authorize Electronic Auction of Vehicles through GovDeals
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that City Council declare surplus and authorize the sale of the following vehicles through electronic auction using GovDeals.

BACKGROUND AND FINDINGS:

The purpose of this Council Action is to declare surplus the following vehicles and authorize the sale of these vehicles through electronic auction using GovDeals.

<u>Vehicle Number</u>	<u>Make/Model</u>	<u>Serial Number</u>	<u>Odometer Reading</u>
565	2006 Ford Ranger Truck	1FTYR10U06PA60443	220,342
552	2000 Chevrolet Astro Van	1GNDM19W2YB185971	100,088
807	2001 Dodge Ram 2500 Truck	387KC26ZX1M262026	82,492
617	1996 Ford F800 Derrick Digger Truck	1FDYF80C4TVA24427	86,351

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: January 12, 2015 (if applicable)
City Manager Review: Concur _____ Date 1/6/15 Recommend Denial No Recommendation



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Matt Rauschenbach, Administrative Services Director/C.F.O.
Date: January 5, 2015
Subject: Airport Vision Grant Budget and Capital Ordinance Amendment
Applicant Presentation: N/A
Staff Presentation: Matt Rauschenbach

RECOMMENDATION:

I move that City Council adopt a Budget Ordinance and a Grant Project Amendment for the airport lighting rehabilitation grant.

BACKGROUND AND FINDINGS:

Additional Vision 100 grant funds have been awarded for the lighting rehabilitation project at the airport.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

Budget and Grant Project Ordinance Amendment

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: kmx Concur _____ Recommend Denial _____ No Recommendation

1/6/15 Date January 12, 2015
Page 25 of 85

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE AND CAPITAL
PROJECT ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2014-2015**

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

Section 1. That account number 10-00-3991-9910, Fund Balance Appropriated, General Fund revenue appropriations budget be increased in the amount of \$9,901 to provide funds for transfer to the Airport Fund for the benefit of the Airport Rehabilitation Capital Project Grant Fund.

Section 2. That account number 10-00-4400-3700, Transfer to Airport Fund, Miscellaneous Non-departmental portion of the General Fund appropriations budget be increased in the amount of \$9,901 to provide the 10% local grant match for airport rehabilitation projects.

Section 3. That account number 37-90-3397-1000, Transfer from General Fund, Airport Fund revenue appropriations budget be increased in the amount of \$9,901 to provide funds for transfer to the Airport Rehabilitation Capital Project Grant Fund.

Section 4. That account number 37-90-4530-7100, Transfer to Airport Capital Project Fund, operations portion of the Airport Fund appropriations budget be increased in the amount of \$9,901 to provide the local grant match for airport rehabilitation projects.

Section 5. That the following appropriation account numbers be increased in the amounts shown in the Airport Rehabilitation Capital Project Grant Fund to account for grant funded rehabilitation projects at the airport:

71-90-4530-4500	Airport Rehabilitation	\$ 99,010
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Section 6. That the following revenue account numbers in the Airport Rehabilitation Capital Project Grant Fund be increased in the amounts shown:

71-90-3490-0003	Vision Grant 36237.38. tba	\$ 89,109
71-90-3397-0000	City Contribution – Transfer	<u>9,901</u>
		\$ 99,010

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

Section 8. This ordinance shall become effective upon its adoption.

Adopted this the 12th day of January, 2015.

ATTEST:

CITY CLERK

MAYOR



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Gloria J. Moore, Library Director
Date: January 12, 2015
Subject: Accept – Memorial Donation in the amount of \$500 and Adopt Budget Ordinance Amendment (\$500)

Applicant Presentation: N/A
Staff Presentation: Gloria J. Moore, Library Director

RECOMMENDATION:

I move the City Council accept the “Memorial Donation” in the amount of \$500 from the Washington High School Pam Pack Café for the purchase of children’s books and adopt a budget ordinance amendment in the amount of \$500 for the “Memorial Donation”.

BACKGROUND AND FINDINGS:

The Washington High School Pam Pack Café holds a meeting once yearly to decide which organization will receive the money from their fund raising efforts. They sold meals from August through May and raised \$500. This year the W.H.S Pam Pack Café unanimously chose Brown Library as the recipient of \$500 to be used on the purchase of children’s books. Brown Library will benefit from the generosity of this memorial donation by adding books to the children’s collection to enhance their educational and informational needs.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: 4/12/15 Date Concur 4/12/15 January 12, 2015 Recommend Denial _____ No Recommendation _____
Page 27 of 85

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2014-2015**

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

Section 1. That account number 10-40-3611-8402, Library Contributions, General Fund revenue appropriations budget be increased in the amount of \$500 for a contribution received by the library.

Section 2. That account number 10-40-6110-5600, Materials, Brown Library portion of the General Fund appropriations budget be increased in the amount of \$500.

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 January, 2015.

MAYOR

ATTEST:

CITY CLERK



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Glen Moore, Planning Administrator
Date: January 5, 2015
Subject: Resolution fixing date for public hearing on the non-contiguous annexation of the DCD Enterprises, Inc. property.
Applicant Presentation: N/A
Staff Presentation: John Rodman, Community & Cultural Services

RECOMMENDATION:

I move that City Council adopt the resolution fixing the date for a public hearing on the non-contiguous annexation of the DCD Enterprises, Inc. property located on US Hwy 264 W. and containing 5.00 acres.

BACKGROUND AND FINDINGS:

When an annexation petition is received, the City Council must direct the Clerk to investigate the sufficiency of the petition. Upon making an investigation, the Clerk shall certify the results to the governing body. Upon receipt of the Clerk's certificate, the City Council shall fix a date for a public hearing on the annexation. Notice of the public hearing must be published once in the newspaper at least ten (10) days before the date of the hearing.

PREVIOUS LEGISLATIVE ACTION

On December 8, 2014, City Council adopted a resolution directing the Clerk to investigate the petition presented for a non-contiguous annexation.

FISCAL IMPACT

___ Currently Budgeted (Account _____) ___ Requires additional Appropriation ___ No Fiscal Impact

SUPPORTING DOCUMENTS

Attached resolution, map & Certificate of Sufficiency

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: But Concur _____ Recommend Denial
 _____ ~~No Recommendation~~ 1/6/15 Date



CERTIFICATE OF SUFFICIENCY

To the City Council of the City of Washington, North Carolina;

I, Cynthia S. Bennett, City Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with G.S. 160A-58.1.

In witness whereof, I hereunto set my hand and affixed the seal of the City of Washington, this 5th day of January, 2015.




Cynthia S. Bennett, City Clerk

**RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF
ANNEXATION PURSUANT TO G.S. 160A-31**

WHEREAS, a petition requesting annexation of the non-contiguous area described herein has been received; and

WHEREAS, the City Council has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the City Clerk as the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington, North Carolina that:

Section 1. A public hearing on the question of annexation of the non-contiguous area described herein will be held at the City Council Chambers on the 2nd floor of the municipal building located at 102 East 2nd Street at 6:00 p.m. on Monday, February 9, 2015.

Section 2. The area proposed for annexation is described as follows:

Being 5.0 acres of land noted on the site plan "Washington Chrysler Dodge Jeep Ram" by J.S. Janowski Engineering dated October 20, 2014 and being located in Washington, NC, Beaufort County North Carolina and being more particularly described as follows;

See Attached Map

Together with and subject to covenants, easements and restrictions of record. Said property to be annexed contains 5.00 acres.

Section 3. Notice of the public hearing shall be published once in the Washington Daily News, a newspaper having general circulation in the City of Washington, at least ten (10) days prior to the date of the public hearing.

Jay MacDonald Hodges, Mayor

ATTEST:

Cynthia Bennett, Clerk

PETITION REQUESTING A NON-CONTIGUOUS ANNEXATION

Date: 12/3/14

To the City Council of the City of Washington:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the City of Washington.

2. The area to be annexed is non-contiguous to the City of Washington and the boundaries of such territory are as follows:

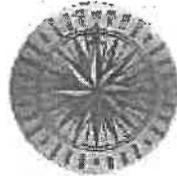
(Insert Map and Boundry Description of Boundaries)

3. A Map is attached showing the area proposed for annexation in relation to the primary corporate limits of the City.

4. We acknowledge that any zoning vested rights acquired pursuant to G.S. 180A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

<u>Name</u>	<u>Address</u>	<u>Do you declare vested rights? (Indicate yes or no.)</u>	<u>Signature</u>
DC # FIREARMS club 202 1. Washington Capital Range 2. Joe Roth 3.	N/A	YES	

COASTAL CAROLINA SURVEYORS, PLLC

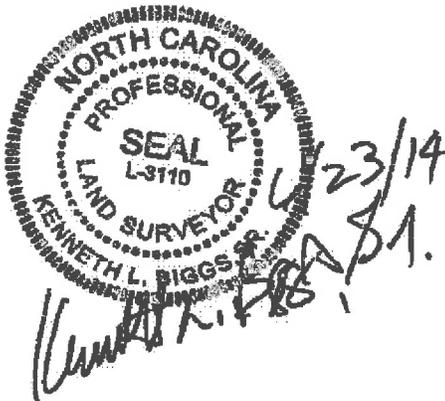


Legal Description: Hudson Brothers 5 Acres

This certain tract or parcel of land situated, lying and being in the Washington Township, Beaufort County, North Carolina and being more particularly described as follows:

Beginning at a new iron pipe in the western right of way of Highway 264, and being further located from NCGSM "Wimco", N= 674,024.52 and E= 2,565,586.63 - N 35 56 26 W - 1244.39 feet to a new iron pipe, the point of beginning so located; thence S 58 19 53 W - 422.03 feet to a new iron pipe; thence N 31 40 07 W - 539.02 feet to a new iron pipe; thence N 59 52 35 E - 59.30 feet to an existing iron pipe; thence N 59 55 42 E - 338.10 feet to an existing iron pipe in the western right of way of Highway 264; thence S 31 40 07 E - 295.14 feet to a new iron pipe; thence N 58 19 53 E - 24.79 feet to a new iron pipe; thence S 31 40 07 E 232.86 feet to the place and point of beginning containing 5.00 acres approximately, being a tract of the land described in Deed Book 589, Page 358 in the Beaufort County Registry.

(Revised Legal Description 6/23/14)





REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Matt Rauschenbach, Administrative Services Director/C.F.O.
Date: January 12, 2015
Subject: Purchase Orders > \$20,000 Approval
Applicant Presentation: N/A
Staff Presentation: Matt Rauschenbach

RECOMMENDATION:

I move that City Council approve the attached requisitions.

BACKGROUND AND FINDINGS:

Requisition # 15530, \$65,232.40, to HD Supply Power Solutions to purchase underground cable for the main sub feeder exit project, account 35-90-8370-7400. HD Supply was the low bid at \$6.154/ft, the 2nd bidder was \$6.43.

Requisition # 15556, \$54,982, to Westinghouse Electric Supply to purchase metal poles for the 2nd and 5th St. project, account 35-90-8390-7400. Westinghouse was low bid. Others received were \$62,594 and \$66,842.

Requisition # 15573, \$235,188, to Altec Industries to purchase a bucket truck to replace vehicle #617, account 35-90-8390-7400. \$230,000 was budgeted for the purchase. The balance required for the purchase will be available from remaining funds of other projects. The General Assembly approved G.S. 143-129(e)(3) as an exception which allows purchases of apparatus, supplies, materials, or equipment from contracts of a competitive bidding group purchasing program, which is a formally organized program that offers competitively obtained purchasing services at discount prices to two or more public agencies. This purchase is through NJPA contract #31014.

Requisition # 15576, \$29,929, to Air Cleaning Specialists Inc. to purchase a vehicle exhaust system for Fire Station #1, account 75-10-4341-7400.

PREVIOUS LEGISLATIVE ACTION

2014-2015 adopted budget and amended budget.

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

Requisitions

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

Requisition Form

City Of Washington

P.O BOX 1988

WASHINGTON, NC 27889

Requisition #:15530
 PO #: Not Assigned
 User Name: Ed Pruden

Date: 12/19/2014
 Approved By:
 Approved Code: Awaiting Final Approval
 Total Amount: \$65,232.40

HD SUPPLY POWER SOLUTIONS
 5031 UNICORN DRIVE
 WAKE FOREST, NC 27588

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

Vendor Instructions: ELECTRIC DEPT, ED PRUDEN 252-975-9365
 MAIN SUB FEEDER EXIT PROJECT

Quantity	Description	Job Number	Unit Price	Extended
1400	4 REELS AT 350 ft. each, OKONITE # 162-23-3096, 1/C 750 KCMIL (61W) CPR FILLED AL, 0.220" EPR, 133% INSULATION. LEVEL, 0.080" LLDPE JACKET, 3-RES 15KV RATE, INDUSTRY SPEC: AEIC CS8-07, Clarks Neck Feeder		\$6.15	\$8,615.60
2800	4 REELS AT 700 ft. each, OKONITE # 162-23-3096, 1/C 750 KCMIL (61W) CPR FILLED AL, 0.220" EPR, 133% INSULATION. LEVEL, 0.080" LLDPE JACKET, 3-RES 15KV RATE, INDUSTRY SPEC: AEIC CS8-07, 5th St. Feeder		\$6.15	\$17,231.20
6400	8 REELS AT 800 ft. each, OKONITE # 162-23-3096, 1/C 750 KCMIL (61W) CPR FILLED AL, 0.220" EPR, 133% INSULATION. LEVEL, 0.080" LLDPE JACKET, 3-RES 15KV RATE, INDUSTRY SPEC: AEIC CS8-07, 2nd St. and Hwy 17 Feeders		\$6.15	\$39,385.60
Sub Total				\$65,232.40
Total Tax				\$0.00
Total				\$65,232.40

Account Number	Account Description	Amount
35-90-8370-7400	CAPITAL OUTLAY	\$65,232.40
Total		\$65,232.40

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 #:15556

PO #: Not Assigned

User Name: Mike RJ

Date: 01/02/2015

Approved By:

Approved Code: Awaiting Final Approval

Total Amount: \$54,982.00

Ship To:

CITY OF WASHINGTON WAREHOUSE

203 GRIMES ROAD

WASHINGTON, NC 27889

WESTINGHOUSE ELECTRIC SUPPLY
3025 STONYBROOK DRIVE
RALEIGH, NC 27604

Vendor Instructions: 2nd and 5th Street project, Mike Whaley, 252-975-9308. Attn: Jenifer. Delivery 8 - 10 weeks.

Quantity	Description	Job Number	Unit Price	Extended
2	S - 04.9 - 65 ft metal pole.		\$3,186.00	\$6,372.00
8	S - 04.9 - 70 ft metal pole.		\$3,584.00	\$28,672.00
3	S - 05.7 - 70 ft. metal pole.		\$3,820.00	\$11,460.00
1	S - 04.9 - 75 ft. metal pole.		\$3,917.00	\$3,917.00
1	S - 05.7 - 80 ft. metal pole.		\$4,561.00	\$4,561.00
Sub Total				\$54,982.00
Total Tax				\$0.00
Total				\$54,982.00

Account Number	Account Description	Amount
35-90-8390-7400	CAPITAL OUTLAY	\$54,982.00
Total		\$54,982.00

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 #: 15573
PO #: Not Assigned
User Name: Mike RJ

Date: 01/05/2015
Approved By:
Approved Code: Awaiting Final Approval
Total Amount: \$235,188.00

ALTEC INDUSTRIES, INC.
DRAWER 0414
BIRMINGHAM, AL 35246

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

Vendor Instructions: Electric Department, Mike Whaley, 252-975-9308. Replaces Truck #617. Attn: Matt Rofrbauck

Quantity	Description	Job Number	Unit Price	Extended
1	Altec Model DM47B Digger Derrick Truck to replace vehicle #617. This vehicle is being purchased through NIP&A contract #31014 and Altec quote number 268338 dated 1/2/2015.		\$235,188.00	\$235,188.00

Sub Total	\$235,188.00
Total Tax	\$0.00
Total	\$235,188.00

Account Number	Account Description	Amount
35-90-8390-7400	CAPITAL OUTLAY	\$235,188.00
	Total	\$235,188.00

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 #: 15576
PO #: Not Assigned
User Name: Amber Carter

Date: 01/06/2015
Approved By: Robbie Rose
Approved Code: Awaiting Final Approval
Total Amount: \$29,929.00

AIR CLEANING SPECIALISTS, INC.
3701 BASTION LANE
RALEIGH, NC 27604

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

Vendor Instructions: DO NOT MAIL. MUST BE APPROVED BY MATT RAUSCHENBACH AND COUNCIL .

Quantity	Description	Job Number	Unit Price	Extended
1	<p>PER PLYMOVENT BID SPECS DATED OCTOBER 13, 2014, BY WILLIAM J. LEFAVOR, THE FOLLOWING EQUIPMENT AND SERVICES ARE TO BE PROVIDED FOR STATION 1:</p> <ul style="list-style-type: none"> - FIVE (5) SLIDING BALANCER TRACKS WITH 5-INCH UPPER HOSE, AND 5-INCH MAGNETIC GRABBER ASSEMBLIES WITH 5-INCH CONICAL ADAPTERS (BACK-IN TYPE) - ALL NECESSARY DUCTWORK FOR ALL FIVE DROPS - ONE (1) 3 PHASE MOTOR BLOWER (2550 CFM @ 6" SP) - ONE (1) UL LISTED CONTROL PANEL - ALL PRESSURE SENSORS FOR AUTO FAN ACTIVATION AND ALL TAILPIPE MODIFICATIONS - ALL LABOR, INSTALLATION, ELECTRICAL WIRING, FREIGHT AND RENTAL EQUIPMENT - ALL INSTALLATION MATERIAL AND HARDWARE - 48 HOUR RESPONSE TIME ON ALL WARRANTY AND SERVICE (NO CHARGE) - CLOSEST AUTHORIZED SERVICE FACILITY AND EFFICIENT SERVICE RESPONSE IS LOCATED IN RALEIGH, NC - 88 MILES) - TWO PERIODIC TUNE-UPS PER YEAR (DURING THE FIVE YEAR WARRANTY PERIOD - NO CHARGE) <p>**PRICE DOES NOT INCLUDE ANY SAFETY DISCONNECT HANDLES WITH LOWER 2-FOOT SECTIONS OR ANY APPLICABLE SALES TAX.</p>		\$29,929.00	\$29,929.00
Sub Total				\$29,929.00
Total Tax				\$0.00
Total				\$29,929.00

Account Number	Account Description	Amount
75-10-4341-7400	CAPITAL OUTLAY	\$29,929.00
Total		\$29,929.00

Requisition Approval History

Approval Date	Approval Description	Approved by	PO Number
1/6/2015	DEPT LEVEL APPROVAL	Robbie Rose	Not Assigned

Approval List

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



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: John Rodman, Community & Cultural Services
Date: January 5, 2015
Subject: Public hearing: Adopt resolution to consider a zoning change consisting of 6.49 acres of vacant property located on Slatestone Road.

Applicant Presentation: Robert M. Leggett
Staff Presentation: John Rodman, Community & Cultural Services

RECOMMENDATION:

I move that the City Council accept the recommendation of the Planning Board and adopt the resolution to approve the rezoning of the property located on Slatestone Road containing 6.49 acres, from R9-S (Residential) to O&I (Office & Institutional).

BACKGROUND AND FINDINGS:

A request has been made by Robert & Belinda Leggett to rezone 6.49 acres of property located on Slatestone Road and adjacent to Washington High School and Slatestone Drive. The property is currently zoned R9-S (Residential) and the request is to rezone the property to O&I (Office & Institutional). O&I is often considered a buffer zone between residential and commercial or other intensive uses. The rezoning is consistent with the Comprehensive Plan and the Future Land Use Map. The Planning Board voted unanimously to recommend to City Council to approve the rezoning.

PREVIOUS LEGISLATIVE ACTION

Planning Board meeting – December 16, 2014

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

Application for the rezoning	Planning Board report	Resolution
Map of the subject property	Permitted Uses	

City Attorney Review:	_____	Date By: _____	(if applicable)
Finance Dept Review:	_____	Date By: _____	(if applicable)
City Manager Review:	<u>Concur</u>	Recommend	Denial
Recommendation		<u>1/6/15</u>	No
		_____	Date

**City of Washington
Department of Planning and Development
Rezoning Request Application**

Page 1: Ownership, Property and Zoning Request Information

Date: 12-03-2014

Fee: \$125.00

OWNERSHIP INFORMATION

Applicant Name: Robert M. Leggett and Belinda Gail Leggett

Address: 2525 Jay Circle, Greenville, NC 27858

Phone No.: 252-347-3560

Applicant's Legal Interest in the Property:

Owner: Fortescue Investment Group, LLC

Address: 444 Stewart Parkway, Washington, NC 27889

Phone No.:

Date Property Acquired: 07-08-1996

Deed Reference: Book 1051, Page 709

PROPERTY INFORMATION

Tax Map: 569600 / 87493

Parcel Number: 5696-03-4089

Area (square feet or acres): 6.49 Acres

Current Land Use: Residential / Agricultural / Wooded (Partially)

Location of Property: SR 1507 / Slatestone Rd, Washington, NC 27889

ZONING REQUEST INFORMATION

Existing Zone: ~~R95~~ R95

Requested Zone: O-1

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

Applicant wishes to request re-zoning for a purpose of child care facility construction

Continue to Page 2 of the Rezoning Request Application

City of Washington

Department of Planning and Development

Rezoning Request Application

Page 2: Property Owners Within 100 Feet

List the adjoining property owners within 100 feet of the property in question. (Note: where the property is bound by a street, alley, stream, or similar boundary, the land owner across such a boundary shall also be considered an adjoining land owner.)

TO FIND LISTINGS OF ADJOINING PROPERTY OWNERS, FOLLOW THESE STEPS:

1. Locate the subject property on the map in the City Planning Office and write down the entire parcel number. Be sure to write down the map number, section number, and individual parcel number, in that order (example: 5675-06-3291).
2. Go to the Beaufort County Land Records Office at 220 N. Market Street, Show the attendant the parcel number, and ask the attendant to run off a map of the property that shows the adjacent property for at least 100 feet on all sides. The lots within 100 feet of the subject property, or show you how to find the information on the land records computer.
Note: In the Beaufort County records, the parcel number is called the "alternate parcel number".
3. Write down the name(s) of the owners of each of the adjacent lots within 100 feet, the parcel number of the lot, and the owner's entire address below. If no address is listed, make a note to the effect.

PLEASE NOTE: ACCURACY IS VERY IMPORTANT BECAUSE IF SOMEONE WITHIN 100 FEET OF THE PROPERTY IN QUESTION FAILS TO GET NOTIFIED, THE REQUEST MAY BE VOIDED EVEN IF THE BOARD VOTES IN YOUR FAVOR.

<u>NAME</u>	<u>PARCEL NUMBER</u>	<u>ADDRESS</u>
1. Fortescue Investment Group, LLC	5696-03-4089	444 Stewart Parkway Washington, NC 27889
2. Life, Inc.	5696-02-5984	2609 Royall Ave Goldsboro, NC 27534
3. Jacob A. Rascoe, Jr.	5696-02-4844	226 Slatestone Rd Washington, NC 27889
4. Eduardo Martinez	5696-02-3778	101 Slatestone Drive Washington, NC 27889
5. Otha E. Whitney	5696-02-2899	103 Slatestone Drive Washington, NC 27889
6. Judy Dunning Beacham	5696-02-1992	105 Slatestone Drive Washington, NC 27889
7. Rhylon C. Rhodes	5696-03-1163	330 Slatestone Road Washington, NC 27889
8. Stacey Lewis Kifer	5696-02-1916	107 Slatestone Drive Washington, NC 27889

City of Washington
Department of Planning and Development
Rezoning Request Application

Continue From Page 2: Property Owners Within 100 Feet

List the adjoining property owners within 100 feet of the property in question. (Note: where the property is bound by a street, alley, stream, or similar boundary, the land owner across such a boundary shall also be considered an adjoining land owner.)

9. Kristin Linnen	5696-03-0031	208 Clayton Street Washington, NC 27889
10. Harold S. Sebesta	5686-93-9025	111 Slatestone Drive Washington, NC 27889
11. Larue C. Rogers	5686-93-8038	113 Slatestone Drive Washington, NC 27889
12. Richard D. Peed, Jr.	5686-93-7143	108 Spruce Street Washington, NC 27889
13. Louis W. Martin, Jr.	5686-93-6148	117 Slatestone Drive Washington, NC 27889
14. Washington City School Administration	5696-03-8747	102 East 2 nd Street Washington, NC 27889
15. Morris Ray Smith, Jr.	5696-02-8801	333 Slatestone Road Washington, NC 27889
16. Elsie P. Mizelle	5696-12-0959	507 Alexis Drive New Bern, NC 28562
17. John Christopher Barfield	5696-23-0040	1200 Shore Line Drive Gulf Breeze, FL 32561

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

LEGAL DESCRIPTION (Metes and Bounds Description):

To Wit: 6.49 Acres Elsie P. Mizell - SR 1507

Location: SR 1507 - Slatestone Road - south side Washington High School

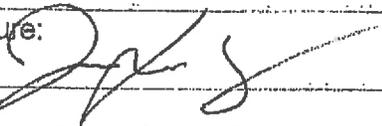
OWNER/AGENT STATEMENT James Fortescue Sr.

I, James Fortescue Sr., being the Owner or Agent acting on behalf of the owner request that the attached rezoning request of _____ be placed on the agenda of the Planning Board meeting scheduled for 12/3/14.

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

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

Signature:



Date:

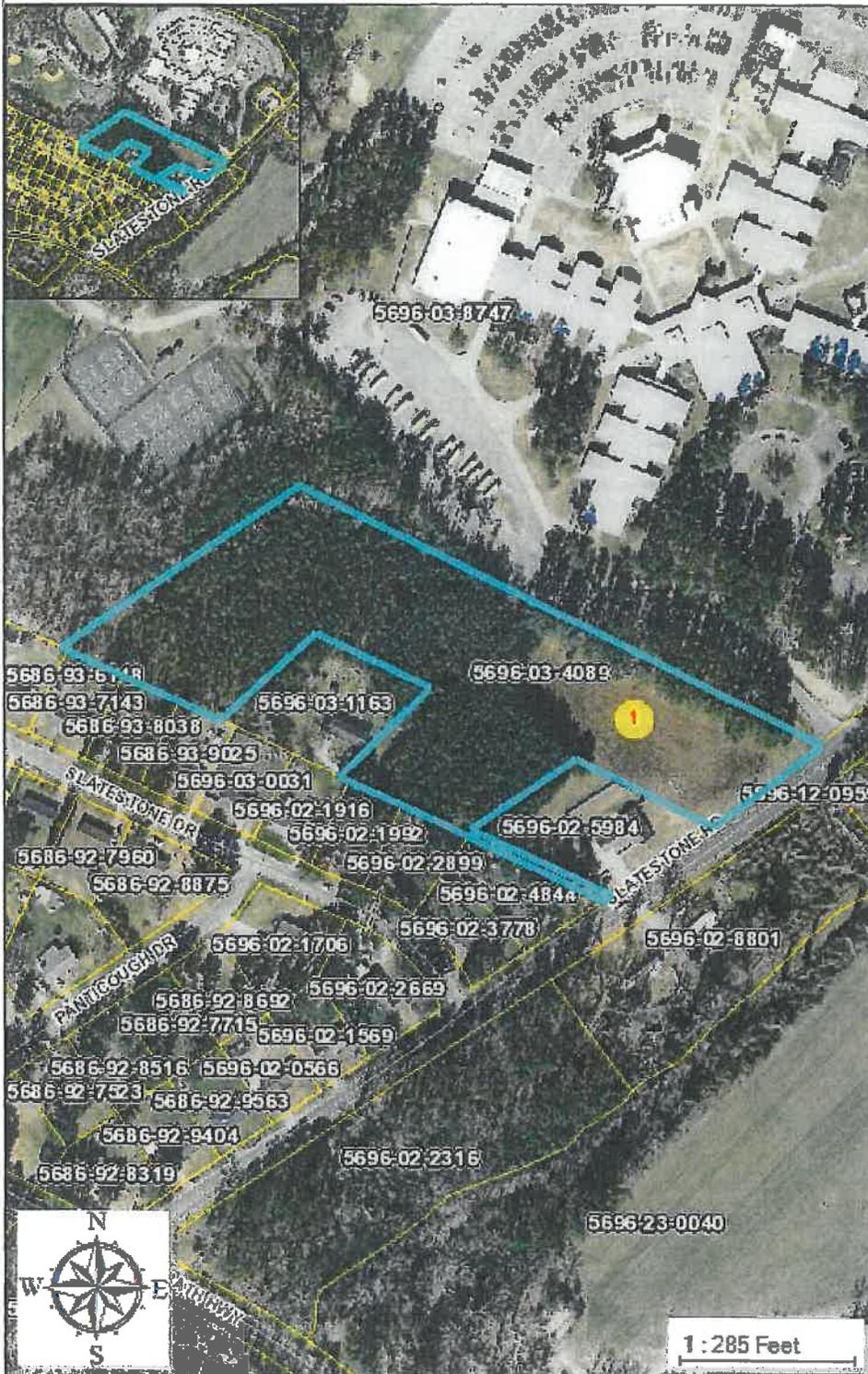
12/3/14

NOTE:

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



Beaufort
Printed December 03, 2014
See Below for Disclaimer



- Parcels
- Property Land Owners
- GPIN
- Interior Tract Lines
- Centerlines
- County Line
- County Line (Solid)
- State

<u>OBJECTID</u> 17723	<u>PIN</u> 15007224	<u>GPIN</u> 5696-03-4089
<u>GPIN Long</u> 5696-03-4089	<u>OWNER NAME</u> FORTESCUE INVESTMENTS GROUP LLC	<u>OWNER NAME2</u>
<u>MAILING ADDRESS 2</u>	<u>CITY</u> WASHINGTON	<u>MAILING ADDRESS</u> 444 STEWART PARKWAY
<u>ZIP</u> 27889	<u>PROPERTY ADDRESS</u> SR 1507	<u>STATE</u> NC
<u>ACCT NBR</u> 87493	<u>MAP SHEET</u> 569600	<u>ACRES</u> 6.49
<u>DATE</u> 07/08/1996	<u>DEED BOOK and PAGE</u> 1051/0709	<u>NBR BLDG</u> 0
<u>BLDG VAL</u> 0	<u>DEFR VAL</u> 0	<u>LAND VAL</u> 22510
<u>NBHD CDE</u> A1	<u>NBHD DESC</u> ZONE1 AVERAGE	<u>TOT VAL</u> 22510
<u>SUB DESC</u>	<u>STAMPS</u> 32	<u>SUB CDE</u>
<u>ZONE</u>	<u>LAND USE</u>	<u>SALE PRICE</u> 16000
<u>PROP DESC</u> 6.49 AC ELSIE P MIZELLE	<u>MBL</u> 56960036	<u>DISTRICT</u> 5
<u>ROAD TYPE</u> P	<u>YR BUILT</u>	<u>EXEMPT AMT</u>
<u>NBR BED</u>	<u>NBR BATHS</u>	<u>SQ FT</u>
<u>PREV ASSESS</u> 22510		<u>EFF YR</u>

Beaufort County online map access is provided as a public service, as is, as available and without warranties, expressed or implied. Content published on this website is for informational purposes only and is not intended to constitute a legal record nor should it be substituted for the advice or services of industry professionals. The County of Beaufort and the Website Provider disclaim all responsibility and legal liability for the content published on this website. The user agrees that Beaufort County and its Assigns shall be held harmless from all actions, claims, damages or judgments arising out of the use of County data.

Attachment "A"



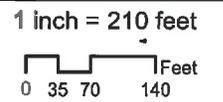
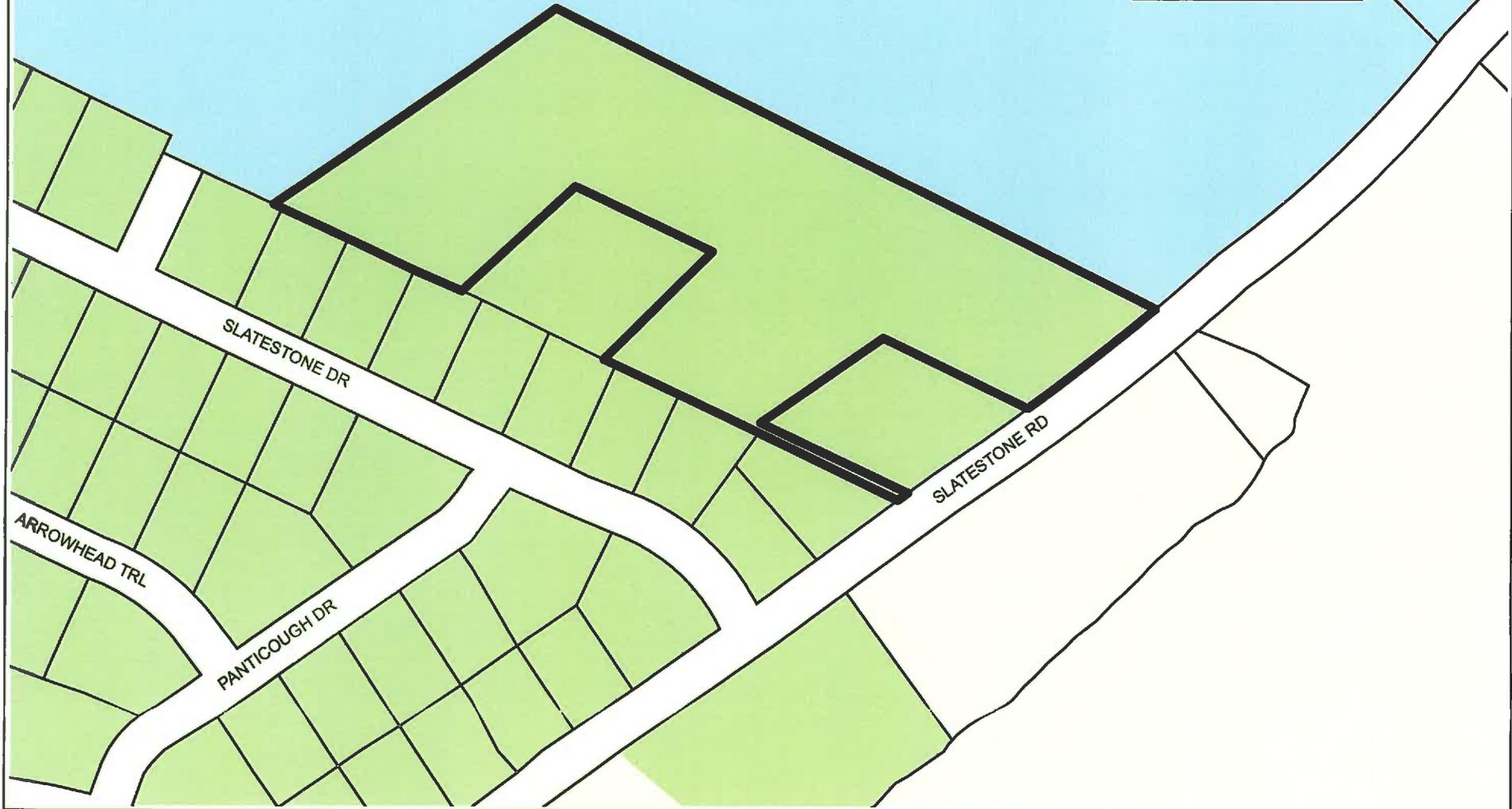
Zoning Map

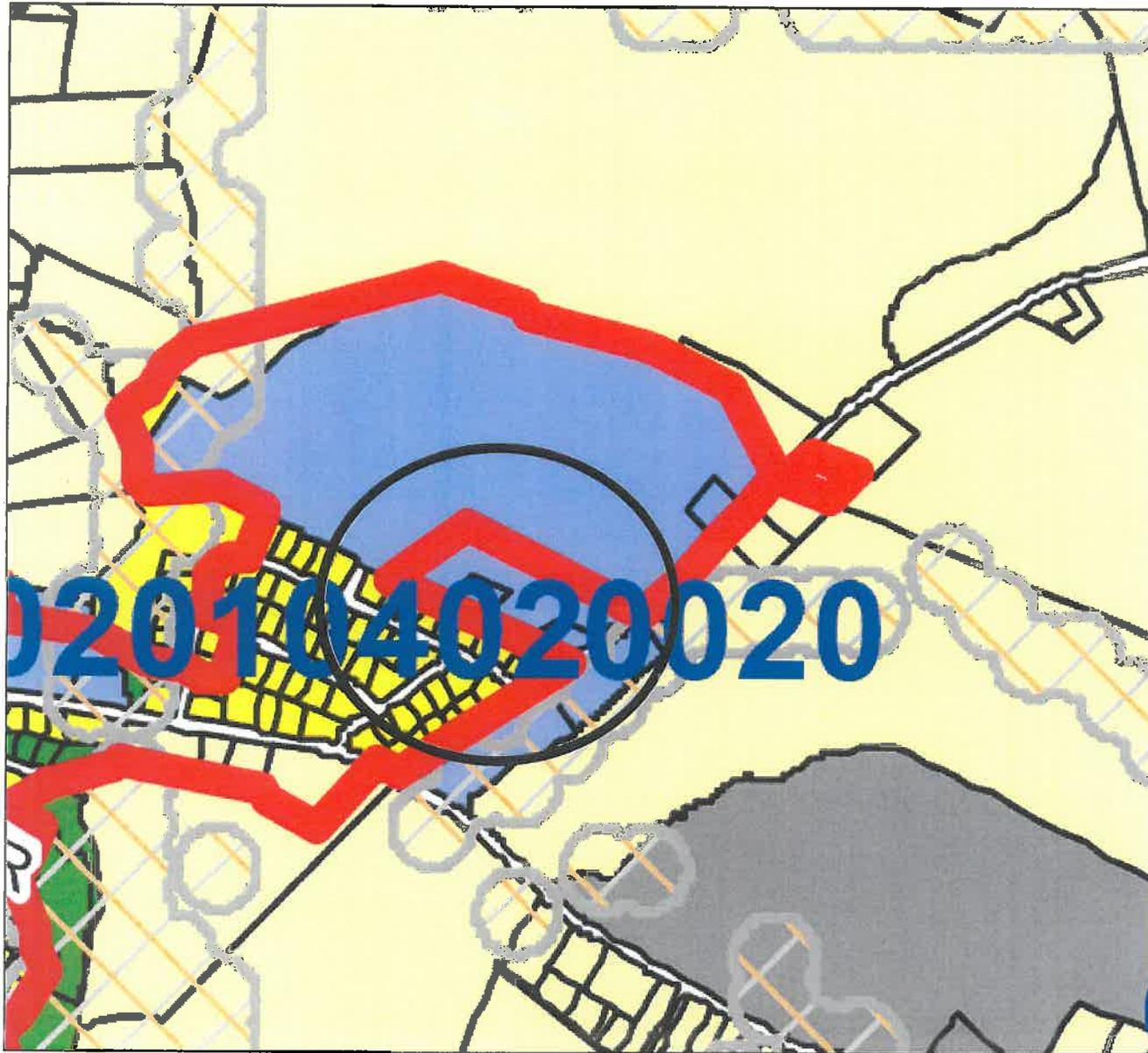
Rezoning Request – Slatestone Road, Robert Leggett



Legend

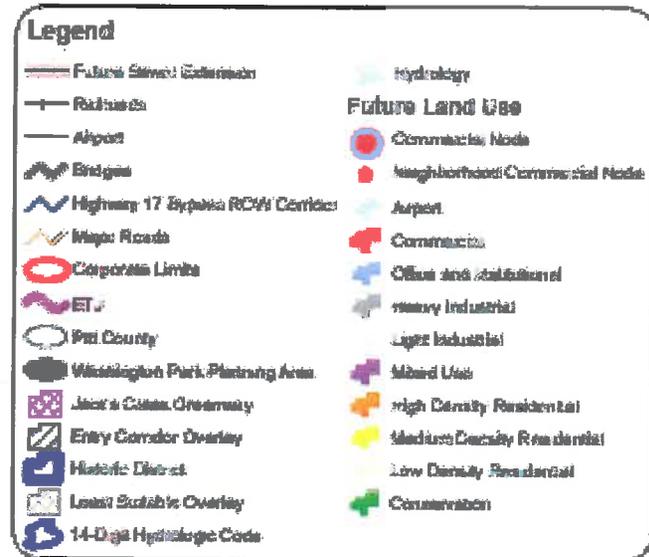
- Property for Rezoning
- parcels
- O&I
- R9S
- RA20





City of Washington Comprehensive Plan

Future Land Use



O AND I OFFICE AND INSTITUTIONAL DISTRICT

O&I		
Permitted Uses	Developmental Standards	Special Use Permits
Acc. Dwelling Units, Attached	Athletic Fields	Care Taker Dwellings
Accessory Uses and Structures	Board & Room Houses (4 or less)	Dare Care Centers, Adult (6 or more)
Account, Audit or Bookkeeping	Dare Care Centers, Adult (5 or less)	Day Care Centers, Child (6 or more)
Ad Agencies or Representatives	Day Care Centers, Child (5 or less)	Drug Stores
Admin or Management Services	Elementary or Secondary Schools	Fraternities or Sororities
Ambulance Services	Family Care Homes (6 or less)	Marinas, Commercial
Auto Park Lots, Grade Level	Government Offices	Musical Instrument Sales
Banks, Savings or Credit Unions	Home Occupation	Restaurants, Conventional
Barber Shops	Kennels or Pet Grooming Facilities	Restaurants, Fast Food
Beauty Shops	Libraries	Telecommunication Towers
Churches	Public Parks	
Clubs or Lodges	Public Recreation Facilities	
Comm or Broadcasting Facilities	Satellite Dishes/T.V. & Radio Ant.	
Common Area Recreation	Swimming Pools	
Computer Services	Temporary Events	
Congregate Care Facility		
Courier Service Substations		
Econ, Soci, Educ. Research		
Employment Agencies		
Engineer, Architect, or Survey		
Finance or Loan Offices		
Fire Stations		
Funeral Homes or Crematoriums		
Gardens		
Group Care Facilities		
Hospitals		
Hotels or Motels		
Insurance Agencies (no on site)		
Insurance Agencies (on site)		
Internal Service Facilities		
Law Offices		
Medical or Dental Labs		
Medical, Dental, or Related Off		
Multi-Family Dwellings		
Museums or Art Galleries		
Noncommercial Research Org.		
Nursing & Convalescent Homes		
Office Uses Not Classified		
Optical Goods Sales		
Orphanages		
Photocopying & Dupl Services		
Photography Studios		
Photography, Commercial		
Physical Fitness Centers		
Police Stations		
Post Offices		
Psychiatric Hospitals		
Pump Stations		
Real Estate Offices		

WORKSHEET FOR REZONING REQUESTS

Applicant: Robert M. Leggett
 Property Location: Slatestone Road
 Parcel ID: 5696-03-4089
 Lot Size: 6.49 acres
 Existing Zoning Designation: R9-S (Residential)
 Proposed Zoning Designation: O & I (Office & Institutional)
 Meeting Date: December 16, 2014

REASONABLE FINDINGS OF FACT

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

GRANTING THE REZONING REQUEST

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

DENYING THE REZONING REQUEST

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

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

PLANNING BOARD REPORT – Rezoning – Robert M. Leggett

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

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

PLANNING BOARD RECOMMENDATIONS

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

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

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

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

This report reflects the recommendation of the Planning Board, this the 16th day of December , 2014.

Attest:



Planning Board Chair



Director, Planning & Development



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

WHEREAS, the City of Washington received a request to rezone property from R9-S (Residential) to O&I (Office and Institutional) specifically identified as Beaufort County Parcel Identification Number 5696-03-4089 (*see Attachment A*);

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

WHEREAS, this zoning request was duly advertised and was the subject of a public hearing by the Council of the City of Washington on January 12, 2015;

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

NOW, THEREFORE, BE IT RESOLVED BY THE WASHINGTON CITY COUNCIL THAT, the Plan Consistency Review Statement presented by the Planning Board be adopted and as a result, the adoption of the proposed rezoning of the subject parcel be approved.

Adopted this 12th day of January 2015.

Jay MacDonald Hodges, Mayor

ATTEST:

Cynthia S. Bennett, City Clerk

Notice of Public Hearing
Washington City Council

NOTICE IS HEREBY given that the City Council of the City of Washington will conduct a public hearing on the 12th day of January, 2015 at 6:00 p.m., in the City Council Chambers, on the second floor of the municipal building, located at 102 East 2nd Street. The purpose of the public hearing is to receive a recommendation from the Planning Board and to act on the following item:

A request has been received from Robert M. and Belinda G. Leggett to rezone approximately 6.49 acres of property located on Slatestone Road adjacent to Washington High School and Slatestone Drive. The property is currently zoned R9-S (Residential) and the request is to rezone the property to O&I (Office and Institutional).

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

MARTIN · STARNES
& ASSOCIATES, CPAs, P.A.

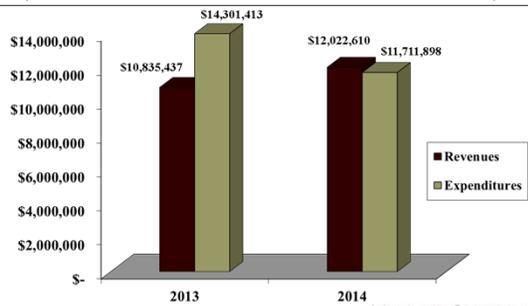
City of Washington
2014 Audited Financial Statements

Audit Highlights

- Unmodified opinion
- No significant deficiencies or material weaknesses in internal control
- Cooperative staff

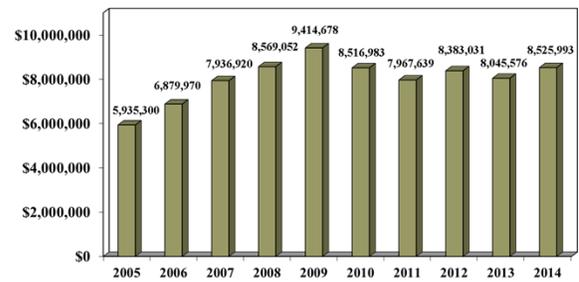
MARTIN · STARNES
& ASSOCIATES, CPAs, P.A.

General Fund Revenue and Expenses
(before Transfers and Debt Issued)



MARTIN · STARNES
& ASSOCIATES, CPAs, P.A.

Fund Balance – General Fund



MARTIN · STARNES
& ASSOCIATES, CPAs, P.A.

Available Fund Balance

Available fund balance as defined by the Local Government Commission (LGC) is calculated as follows:

Total Fund Balance
 Less: Non spendable (not in cash form, not available)
Less: Stabilization by State Statute (by state law, not available)
 Available Fund Balance

This is the calculation utilized as the basis for comparing you to other units and calculating your fund balance percentages.

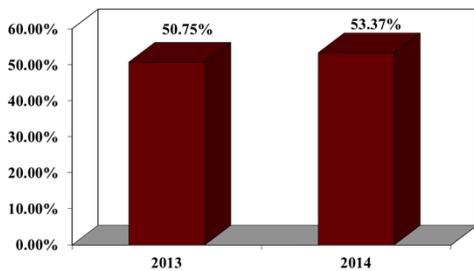
MARTIN·STARNES
 & ASSOCIATES, CPAs, P.A.

Fund Balance Position-General Fund

□ Total Fund Balance	\$ 8,525,993
Non spendable	- 123,653
Stabilization by State Statute	- <u>1,757,518</u>
□ Available Fund Balance	\$ 6,644,822
□ Available Fund Balance 2013	\$ 6,307,870
□ Increase in Available FB	\$ 336,952

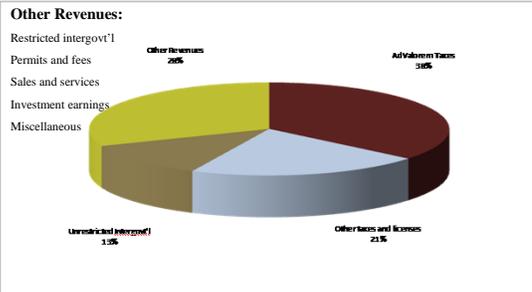
MARTIN·STARNES
 & ASSOCIATES, CPAs, P.A.

Available Fund Balance as a Percent of Expenditures – General Fund

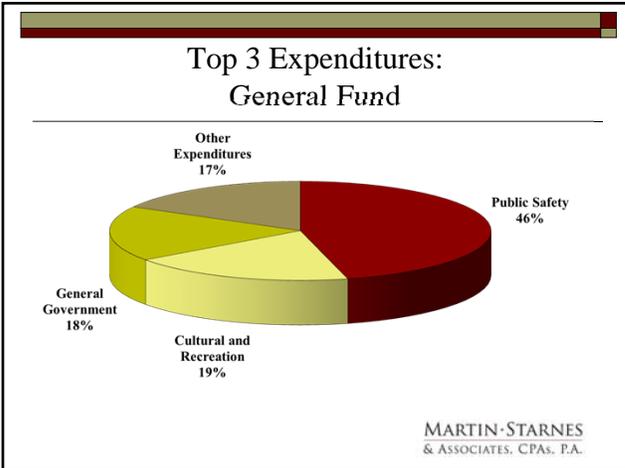
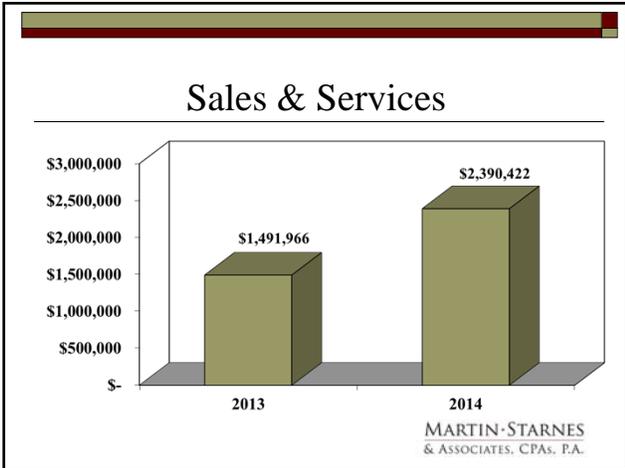
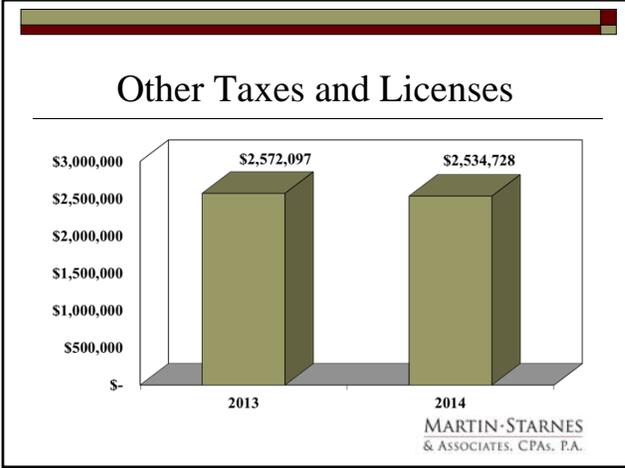
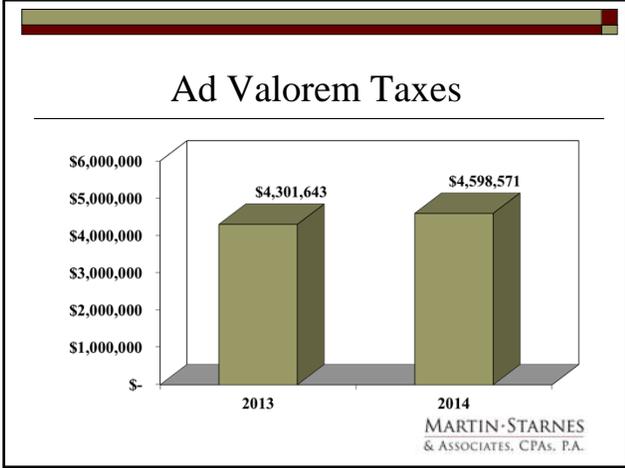


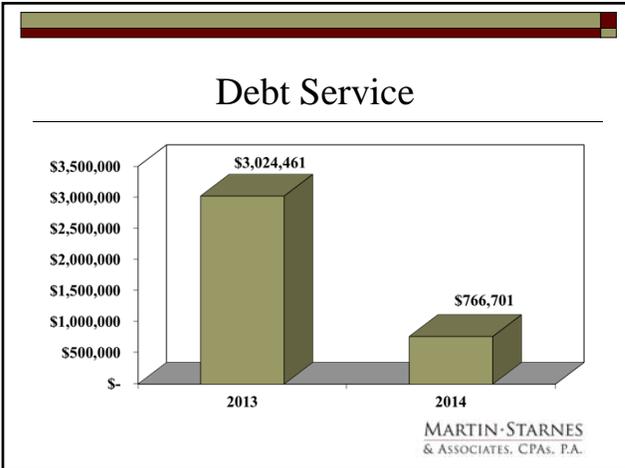
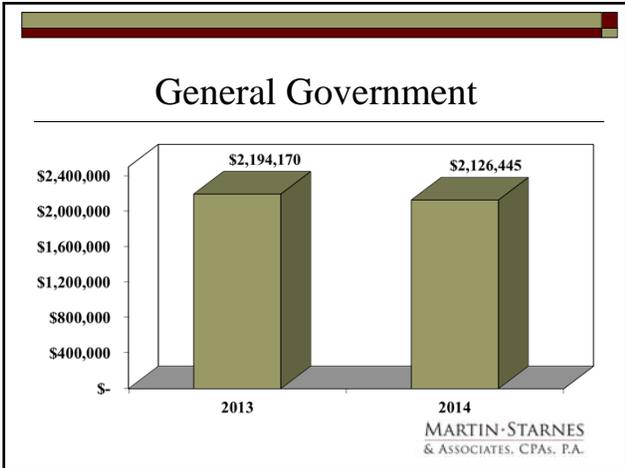
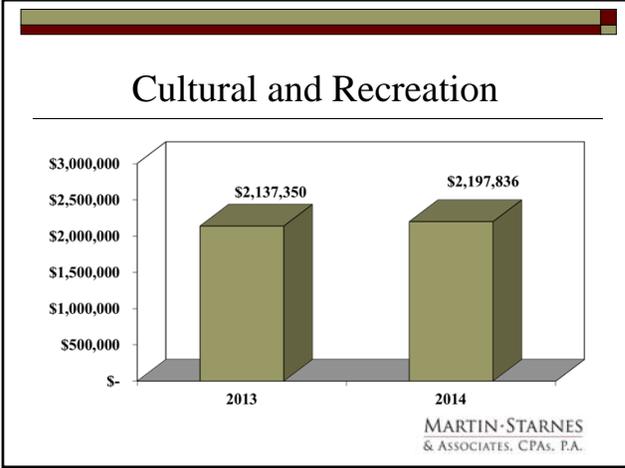
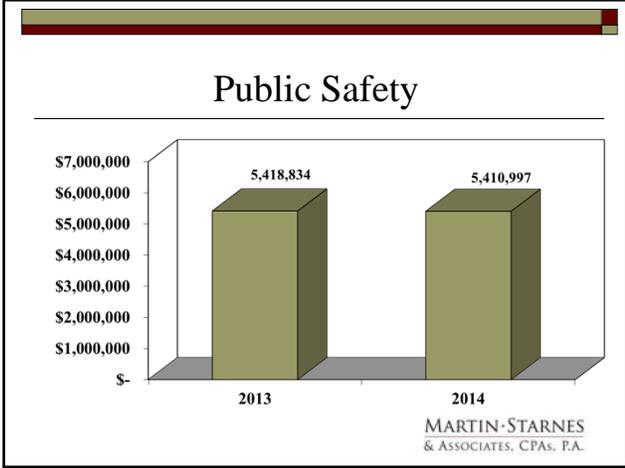
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Top 3 Revenues: General Fund



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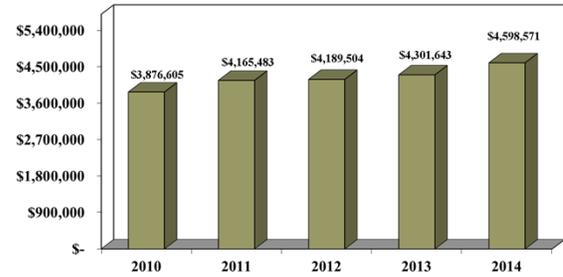


Other Governmental Funds

✓ Total Revenues 2014	\$ 728,252
✓ Total Expenditures 2014	914,863
✓ Other Financing Sources	217,833
✓ Net Change in Fund Balance	31,222
✓ Ending Fund Balance	1,644,931

MARTIN·STARNE
& ASSOCIATES, CPAs, P.A.

Property Tax Trend for Collections in the Fiscal Year of the Levy



MARTIN·STARNE
& ASSOCIATES, CPAs, P.A.

Enterprise Funds Operating Income (Loss) Modified Accrual

	Water	Sewer	Electric	Stormwater Utility	Non Major
Income/loss	596,625	89,436	40,030	(1,569)	(366,514)
Transfers out	(806,742)	(773,152)	(568,708)	-	-
Income/loss before incoming transfers	(210,117)	(683,716)	(528,678)	(1,569)	(366,514)
Debt issued	-	-	-	-	-
Transfers In	101,660	122,940	5,488	-	295,779
Total Income(Loss)	(108,457)	(560,776)	(523,190)	(1,569)	(70,735)

MARTIN·STARNE
& ASSOCIATES, CPAs, P.A.

Enterprise Funds Available Resources for Future Obligations June 30, 2014

	Water	Sewer	Electric	Stormwater Utility	Nonmajor
Unrestricted Cash and Investments	2,391,366	2,389,612	4,632,596	448,743	981,083
Accounts Receivable/Due from	548,000	439,895	4,191,675	55,824	244,899
Available resources	2,939,366	2,829,507	8,824,271	504,567	1,225,982
Current Liabilities	209,096	499,639	4,079,174	343,763	157,160
Total Available for non-current obligations	\$ 2,730,270	\$ 2,329,868	\$ 4,745,097	\$ 49,376	\$ 1,068,822
Annual Operating Expenses					
Cash Basis	\$ 2,563,525	\$ 2,916,167	\$ 36,490,082	\$ 597,003	\$ 2,363,687
2014 Available resources as a % of expenditures	107%	80%	13%	8%	45%
2013 Available resources as a % of expenditures	80%	77%	14%	21%	39%
Total General Fund fund balance as a % of General Fund expenditures is 50.66%					

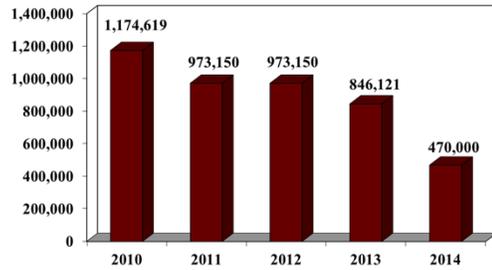
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Electric Fund
Available Resources for Future Obligations

	2010	2011	2012	2013	2014
Unrestricted Cash and Investments	\$ 4,938,316	\$ 4,930,562	\$ 5,185,729	\$5,063,190	\$4,632,596
Accounts Receivable/Due from	4,429,444	5,143,357	4,724,698	4,231,786	4,191,675
Available resources	9,367,760	10,073,919	9,910,427	9,294,976	8,824,271
Current Liabilities	4,673,116	4,481,701	4,361,655	4,160,137	4,079,174
Total Available for non-current obligations	\$ 4,694,644	\$ 5,592,218	\$ 5,648,682	\$ 5,134,839	\$ 4,745,097
Annual Operating Expenses					
Cash Basis	\$ 38,527,477	\$ 37,337,751	\$ 36,712,756	\$35,948,140	\$36,490,082
Available resources as a % of expenditures	12%	15%	15%	14%	13%

MARTIN · STARNES
& ASSOCIATES, CPAs, P.A.

Electric Fund Transfers
to General Fund



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& ASSOCIATES, CPAs, P.A.

Discussion
&
Questions

City of Washington
2014

MARTIN · STARNES
& ASSOCIATES, CPAs, P.A.

Mayor
Mac Hodges

City Manager
Brian M. Alligood



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

To: Mayor Hodges & Members of the City Council
From: Matt Rauschenbach, C.F.O.
Date: December 5, 2014
Subject: Budget Transfer- General Fund Dock Reallocation

The Budget Officer transferred \$28,954 of funds between the Water Front Docks , Parks & Ground Maintenance, and Street Lighting departments of the General Fund appropriations budget to reallocate expenditures to the appropriate departments.

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: 12/5/2014

TO: City Manager or Finance Director
 FROM: Matt Rauschenbach
 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:	10-40-6124	1300	Utilities	18,100
		1501	M/R Grounds	4,994
		3300	Dept. supplies	1,000
		7000	Non-cap. purchase	4,860
TO:	10 204512	1300	UTILITIES	14,234
	10-40-6130	1300	Utilities	18,100
		1501	M/R Grounds	4,994
		3300	Dept. supplies	1,000
		7000	Non-cap. purchase	4,860

For the purpose of: Separate promenade expense from docks

 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.

Brian A. ...

 City Manager or Finance Director

Waterfront Docks Net Cost

	Financials					
	Revenue	Expenditure	Allocation		Total Expenditure	Net Cost
			Recreation Admin	Parks & Grounds		
Docks	51,175	127,400	0	21,897	149,297	(98,122)
Promenade expense:						
Utilities						
Street lights		(12,239)			(12,239)	12,239
Promenade lights		(1,995)			(1,995)	1,995
Irrigation		(3,865)			(3,865)	3,865
Sewer		(10,732)			(10,732)	10,732
M/R grounds		(4,994)			(4,994)	4,994
Dept. supplies		(1,000)			(1,000)	1,000
Non-capital purchases		(4,860)			(4,860)	4,860
Total promenade exp.		(39,686)			(39,686)	39,686
Net docks	51,175	87,714	0	21,897	109,611	(58,436)

Load Management Device Installation Project Report

Project Start Date : October 2010

	December 2014	Project to Date	Current Saturation
Total Load Management Device Installations	37	3,170	
Total Accounts Added with Load Management	30	2,279	
Appliance Control Installations			
Air Conditioner / Heat Pump	26	2,368	49%
Auxiliary Heat Strip	13	1,166	49%
Electric Furnace	3	297	43%
Water Heater	25	1,807	53%
Total Encumbrances to Date			
Load Management Devices		\$ 130,600	
Contractor Installations		\$ 310,000	
Total Project Encumbrances		\$ 440,600	
Total Expenses to Date			
Load Management Device Purchases		\$ 130,600	
Contractor Installation Expenses	\$ 3,500	\$ 308,490	
Total Project Expenses		\$ 439,090	
Average Cost per Load Management Device Installed		\$ 138.51	
Average Installed Cost per Controlled Appliance		\$ 77.88	

Load Management Devices Remaining in Stock 330



HUMAN RELATIONS COUNCIL

102 East 2nd Street

Washington, NC 27889

Phone: 252-975-1280

Fax: 252-974-6461

Human Relations Council (HRC) Report for the month of December Monday, January 12, 2015 City Council Meeting

MISSION STATEMENT

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

SCHEDULED PUBLIC APPEARANCES: NONE

OLD BUSINESS:

Update – Housing Project ~ Board member Marc Recko: Board member Recko advised via email that BCCC and Beaufort County Housing Coalition would be pleased to work with the Human Relations Council and Washington Housing Authority to sponsor a spring symposium. Specific dates will be discussed during the January 2015 meeting.

NEW BUSINESS: NONE

OTHER BUSINESS:

FYI – All FYI items and reminders were discussed inclusive of the October 14, 2014 report submitted to City Council and the financial report.

OPEN DISCUSSION:

Councilman Pitt discussed letters to be mailed to fire departments in adjacent counties inviting them to participate in the Ed Peed Commemoration service.



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Robbie Rose, Fire Chief
Date: January 5, 2015
Subject: Local Fireman's Relief Fund Board Appointments
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that the City Council reappoint William M. Alligood Jr. as the Fire Department designated appointee, and reappoint Richard Brooks as the City Council designated appointee to the Local Fireman's Relief Fund Board for a new term of two years to expire in January 2017.

BACKGROUND AND FINDINGS:

The purpose of this agenda item is to consider the reappointment of William M. Alligood Jr. (Fire Department Appointee) and reappointment of Richard Brooks (City Council Appointee) by the City Council to the Local Fireman's Relief Fund Board. Both of these current appointments expire January 2015.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: 1/6/15 Date Concur lsvd Recommend Denial _____ No Recommendation _____

**Dock Pricing Data
Transient**

<u>Marina</u>	<u># Slips</u>	<u>Cost</u>	<u>Power</u>	<u>Pumpout</u>	<u>Extra</u>
Washington	7	\$1.25/ft	Included	\$3	Laundry/Shower included
Elizabeth City	14	Free	No	No	Shower \$5 2 day limit
Edenton	12	\$1/ft	30A-\$3 50A-\$6	\$5	Free WiFi
Belhaven Town	8	\$1/ft	30A-\$5	\$5	Max 3 nights
Manteo Municipal	20	\$1.65/ft	\$1.40/ft	\$5	
Beaufort Town	95	Rate System	30A-\$6 50A-\$12 100A-\$25	\$10	
Morehead City	15	\$1.50/ft	30A 50A included	No	
McCotters	20	\$1.00/ft	Included	No	Free Wifi
New Bern	45	\$2/ft	30A-\$4 50A-\$6	\$5	
Bridge Pointe	10	\$1/ft	30A-\$5 50A-\$7	\$5	
Belhaven Waterway	10	\$1.65/ft	30A-\$5 50A-410	No	Laundry included
Dowry Creek	40	\$1.60/ft	30A -\$6 50A-\$8 100A-\$25	\$10	Laundry \$1.25 + \$1.25/load

Permanent

<u>Marina</u>	<u># Slips</u>	<u>Cost</u>	<u>Power</u>	<u>Pumpout</u>	<u>Extra</u>
Washington	25	\$275/mo \$775/qrt \$1,525/semi \$3,000/ann	Included	\$3	Laundry/Shower included
Elizabeth City	<i>None</i>				
Edenton	<i>None</i>				
Belhaven Town	<i>None</i>				
Manteo Municipal	33	\$18/ft/mo Annual \$10/ft/mo	\$15/mo \$10/mo	\$5 \$5	
Beaufort Town	Special Rates in the Off Season				
Morehead City	<i>None</i>				
McCotters	160	\$6/ft	Metered	Self-serve	Liveaboard fee \$100
New Bern	180	\$8.50/ft 30' minimum	\$15.95/mo and meter	\$5	Discount for longer year payments
Bridge Pointe	115	\$6.50/ft < 50' \$5.50/ft > 50'	\$20/mo and \$.13/kw		
Belhaven Waterway	<i>None</i>				
Dowry Creek	33	\$6/ft	metered	\$10	

City of Washington

Waterfront Docks Rental Fees (recommendation)

Red = changes from existing rate structure and what was passed Sept'14

Transient		Current
\$1.25 per foot (including sprits, pulpits, davits, swim platforms) per night. (Includes water & Boater's Facilities)		\$1.25
Electric rates: 30amp service= \$3.00 per day & 50amp service=\$5.00 per day		\$0.00
Daily Docking (Maximum 6 hours)		
\$10.00 - (Includes water & electricity & Boater's Facilities for registered boats)		\$7.50
Permanent T-Dock Rental-Slips (26' LOA minimum charge)		Min. (26')
Monthly	\$7.00 per foot LOA (Including sprits, pulpits, davits, swim platforms)	\$182 \$275
Quarterly	\$20.40 per foot LOA (including sprits, pulpits, davits, swim platforms) (\$6.80 per foot)	\$530 \$775
Simi Annual	\$39.00 per foot LOA (including sprits, pulpits, davits, swim platforms) (\$6.50 per foot)	\$1,014 \$1,440
Annual	\$75.00 per foot LOA (including sprits, pulpits, davits, swim platforms) (\$6.25 per foot)	\$1,950 \$3,000
Permanent T-Dock Rental-Alongside (Preference given to larger boats 40' LOA Plus)		Min. (40')
Monthly	\$7.00 per foot LOA (Including sprits, pulpits, davits, swim platforms)	\$280 \$275
Quarterly	\$20.40 per foot LOA (including sprits, pulpits, davits, swim platforms) (\$6.80 per foot)	\$816 \$775
Simi Annual	\$39.00 per foot LOA (including sprits, pulpits, davits, swim platforms) (\$6.50 per foot)	\$1,560 \$1,440
Annual	\$75.00 per foot LOA (including sprits, pulpits, davits, swim platforms) (\$6.25 per foot)	\$3,000 \$3,000
Pump Out (Available when Dock Attendant is on Duty)		
\$5.00 per tank. Pump out fee for all recreational vessels & bare boat charter vessels.		\$3.00
\$10.00 per tank. Fee for all commercial vessels under 40' LOA		\$3.00
\$15.00 per tank. Fee for all commercial vessels over 40'-80' LOA		\$3.00
\$25.00 per tank. Fee for all commercial vessels over 80' LOA		\$3.00
Laundry		
\$5.00 per use plus \$5.00 deposit		\$0.00
Bulkhead-Alongside (Visitor Docks G-K) (no water or electricity available)		
For vessels up to 60' LOA. The first 48 Hours are Free. Each additional day is \$.75 per foot per day. The Dock Master may use his discretion in the application of this policy. Use of Boater's Facilities included for registered boats.		\$0.75
Electric Service		
Single 30amp \$20 per month		\$0.00
Single 50amp \$30 per month		\$0.00



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Allen Lewis, Public Works Director *alw*
Date: 01-05-15
Subject: Tentatively Award Contract for the Water and Sewer Improvements Project (\$2,355,650) to Hatchell Concrete, Inc. and Approve Corresponding Purchase Order.

Applicant Presentation: N/A
Staff Presentation: Allen Lewis

RECOMMENDATION:

I move that Council tentatively award a contract to Hatchell Concrete, Inc., for the water and sewer improvements project and approve the corresponding purchase order.

BACKGROUND AND FINDINGS:

On Tuesday, October 28, 2014, bids were received and opened for this project which is partially funded by the U.S. Department of Commerce, Economic Development Administration (EDA). A bid tabulation sheet is attached as well as a detailed evaluation of the bids from our engineer for this project, Rivers & Associates, Inc. Also attached is a copy of EDA concurrence of awarding this project to Hatchell concrete, Inc.

Once the contingency line item on this project is adjusted to reflect the customary 5% of construction cost, this project will be within the budget allowed for this project.

PREVIOUS LEGISLATIVE ACTION

Most recently, 08-25-14 – professional services contract with Mid-East Commission.

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

See attached bid tab, bid evaluation and EDA concurrence.

City Attorney Review: _____ Date By: _____ (if applicable)
 Finance Dept Review: _____ Date By: _____ (if applicable)
 City Manager Review: *but* Concur January 12, 2015 Recommend Denial _____ No Recommendation 1/6/15 Date

December 9, 2014

Mr. Allen Lewis
Public Works Director
102 E. 2nd Street
Washington, North Carolina 27889

SUBJECT: Washington Water & Sewer Improvements Project
Evaluation of Bids
File 2012138 C

Dear Mr. Lewis:

Five formal bids were received for the Washington Water & Sewer Improvements Project on October 28, 2014. Please find attached the Bid Tabulation Sheet for your reference. The apparent lowest bidder is Burney & Burney Construction Co., Inc. (B&B) of Greenville, N.C., who submitted a base bid amount of \$1,872,960.00. Upon our initial review of the bids, we noticed a significant number of Bid Schedule Items for which B&B's bid prices appeared substantially unbalanced. In addition, B&B's base bid is approximately \$434,000 (19% +/-) lower than the second lowest bidder, Hatchell Concrete, Inc. (HCI) of Manteo, N.C.

Pursuant to Specifications Section 00200 – Instructions to Bidders, Article 3 – Qualifications of Bidders, Paragraph 3.01, we requested additional information and documentation from B&B concerning their qualifications to perform the Work by letter dated October 31st. The requested documentation included information such as company profile, financial data, previous project experience, confirmation of electrical subcontractor's licensing and bonding, etc. B&B provided some of the requested documentation and information by letter dated November 7th, but B&B did not provide us with all of the additional information and documentation we had requested in order to complete our review. As a result, we renewed our request for the information and documentation that B&B had omitted by letter dated November 10th. By letter dated November 11th, B&B provided some of the information and documentation they previously omitted, but they again did not include all of the information and documentation we had requested. For example, we did not receive information from them concerning scheduled contract times and actual completion times from previous projects. After a review of the bid documents as well as qualifications documents and based upon feedback from various references, we are unable to recommend that the City of Washington award this particular contract to B&B. Our reasons for not recommending an award to B&B are outlined below. However, we urge the City to (1) consult with their Attorney for a legal opinion, and (2) discuss this matter with the funding agency, the U.S. Dept. of Commerce Economic Development Administration, prior to making a final decision.

- A. B&B's listing of "past experience on similar type and size projects within the past five (5) years" indicates that they have limited experience with projects of significantly smaller scope and less complexity than the subject project. The referenced projects are comprised principally of storm drainage and street work, small diameter utility work, a storm water wetland project and a spray playground recreational facility. The subject Water & Sewer Improvements Project is comprised of significant electrical work, a wastewater pump station, a masonry chemical feed building and equipment, and a large diameter water transmission main. Additionally, the contract amounts for B&B's previous projects range from approximately \$183,000 to \$750,000. B&B's bid for the current Water & Sewer Improvements Project was \$1,872,960. B&B did not sufficiently demonstrate that they or their electrical subcontractor have completed "similar type and size projects" to support a conclusion that they are qualified to complete this particular City project. Information received from references supports these findings.
- B. Specifications Section 00200 – Instructions to Bidders, Article 19 – Evaluation of Bids and Award of Contract, Paragraph 19.01 states that the "Owner reserves the right to reject any or all Bids, including without limitation, nonconforming, nonresponsive, *unbalanced*, or conditional Bids. Owner further reserves the right to reject the Bid of any Bidder whom it finds, after reasonable inquiry and evaluation, to not be responsible. Owner may also reject the Bid of any Bidder if Owner believes that it would not be in the best interest of the Project to make an award to that Bidder." Our review of the bids received along with additional information from B&B indicates that B&B's bid was substantially unbalanced for a significant number of line items, including #5, #7, #19, and #41 thru #43. B&B also indicated in the attached letter dated November 11, 2014 that there were "obviously some line items that were not properly balanced on bid day." Their request to "modify our schedule of values to cover low line items from bid day" is a significant concern. Although they suggest they can complete the project for their total bid amount, the Owner and bidder are not allowed to "modify" a bid under N.C. formal bidding procedures.
- C. The Bidding/Contract Documents require a North Carolina Licensed Electrical Contractor with Unlimited Classification, and a minimum bonding capacity of \$1.0 million aggregate. This requirement was noted in the Instructions to Bidders, the Bid, and the Electrical Specifications. B&B listed an electrical subcontractor, who was later confirmed unable to achieve the \$1.0 million bonding capacity, as stated in B&B's November 11th letter.

In accordance with NC General Statute 143-128, a Single-Prime Contractor must identify the subcontractors for the major divisions of work. These are HVAC, Plumbing, Electrical, and General. The two major divisions of work listed in the Bid document for this public project were General Construction and Electrical Construction. All Bids received listed an Electrical Subcontractor upon which each Bidder based its bid. The Electrical Subcontractors listed by all other Bidders have an unlimited classification for their electrical license and are capable of meeting the minimum bonding capacity required for this project.

We have attached the documentation outlined in the Bidding/Contract Documents, in addition to a copy of select pages from the NC General Statutes. We have also attached select pages from the 2004, Second Edition of A Legal Guide to Purchasing and Contracting for North Carolina Local Governments, published by the UNC School of Government. The document explains the rationale behind the North Carolina Law for listing subcontractors. The Law and the Bidding Documents requirement is to prevent "bid shopping". This requirement, from the perspective of our Bidding Documents, also provides the Owner better assurance that the work will be performed by adequately licensed, competent subcontractors, who have sufficient bonding capacity and have worked on similar projects.

While B&B did list an electrical subcontractor, as required by NC General Statutes, the listed subcontractor could not meet the bonding requirements established in the Contract Documents. The City could consider this irregularity non-responsive and grounds to disqualify B&B's bid or, at least, evidence of unacceptable qualifications or responsibility on the part of B&B in regard to its bid. Regardless, to allow B&B the opportunity to substitute another electrical subcontractor could be construed as "bid shopping" the subcontractor who was listed on bid day and potentially providing an "unfair advantage" to B&B.

We also requested similar qualifications information and documentation from the second lowest bidder, HCI, in order to evaluate their capability to perform the Work. HCI has completed, and is in the process of completing, similar type and size projects such as a waste water treatment plant expansion, sewage pump stations, water transmission mains/booster pump station, and chemical feed (specifically conversion from gas chlorine to liquid chlorine). HCI's bid as well as bid prices appear balanced and their electrical subcontractor listed in their Bid does meet the criteria established by the Contract Documents.

In summary, based upon the totality of the circumstances, we cannot recommend that the City award this particular contract to B&B. Their submitted documentation and references do not demonstrate similar experience to the size and important components of this Project; their Bid was admittedly unbalanced; the electrical subcontractor listed in their Bid could not meet the bonding capacity required by the Contract Documents; and, despite two written requests, they were not completely responsive to our requests for additional information and documentation. Based on the totality of the circumstances, including but not limited to our comparison of the bids and relevant project experience submitted by B&B and HCI, we are of the opinion that the City should consider disqualification of B&B's bid and that HCI be declared the lowest responsive, responsible bidder for this particular project. As a result of the foregoing, we believe it would be in the best interest of the Project to award the contract to HCI.

Letter to Mr. Allen Lewis
Public Works Director
December 9, 2014

4

Please advise if you have any questions, or would like to discuss this matter further.

Sincerely,



M. Blaine Humphrey, P.E.
Project Manager

Enclosure

cc: Brian Alligood, City of Washington (w/enclosures)
Adam Waters, City of Washington (w/o enclosures)
Frankie Buck, City of Washington (w/c enclosures)
Greg Churchill, Rivers (w/o enclosures)
File (w/enclosures)

RIVERS AND ASSOCIATES, INC.
BID TABULATION SHEET

CERTIFICATION

I CERTIFY THAT THIS IS A TRUE RECORD OF BIDS RECEIVED.

M. Blaine Humphrey



OWNER: City of Washington
 PROJECT: Water & Sewer Improvements
 LOCATION: Municipal Building - Council Chambers
 BIDS OPENED: Tuesday, October 28, 2014 @ 2:00 pm

CONTRACTOR ADDRESS		Burney & Burney Construction Co., Inc. 3410 North Memorial Dr. Greenville, NC 27834 30238 / 6%	Hatchell Concrete, Inc. P.O. Box 2406 Manteo, NC 27954 34205 / 6%	T.A. Loving Company P.O. Box 919 Goldsboro, NC 27533 325 / 6%	Carolina Civilworks, Inc. 3200 Glen Royal Rd. Raleigh, NC 27617 74858 / 6% #Corrected/Exceeded 3%	Peters and White Construction Co. 3032 Yadkin Rd. Chesapeake, VA 23323 12222 / 5%					
ITEM NO.	QTY. UNIT DESCRIPTION	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1.	1 LS Mobilization and Bonding (not to exceed 3% of Bid)		\$50,000.00		\$87,135.55		\$70,000.00		\$82,811.09 #		\$84,000.00
2.	1 LS Testing Allowance		\$7,500.00		\$7,600.00		\$7,500.00		\$7,500.00		\$7,600.00
Cherry Run Pump Station											
3.	1 LS Generator and Automatic Transfer Switch		\$100,000.00		\$115,850.00		\$100,000.00		\$129,495.00		\$104,827.00
Wastewater Treatment Plant											
4.	1 LS Generator and Automatic Transfer Switch (Open Transition)		\$320,000.00		\$522,700.00		\$250,000.00		\$485,054.00		\$785,205.00
4A.	1 LS Add Alternate for Closed Transition ATS	Add Alternate	\$18,000.00	Add Alternate	\$18,200.00	Add Alternate	\$15,000.00	Add Alternate	\$21,000.00	Add Alternate	\$16,524.00
Water Treatment Plant											
5.	1 LS Sodium Hypochlorite Feed System		\$200,000.00		\$455,928.25		\$825,000.00		\$782,087.00		\$682,359.00
6.	760 SY Asphalt Pavement Repair	\$48.00	\$38,000.00	\$30.00	\$22,500.00	\$30.00	\$22,500.00	\$85.69	\$49,267.50	\$45.50	\$34,125.00
16" Water Transmission Main											
7.	1 LS 20" HDPE Water Main Installed by HDD (Sta. 7+08 to Sta. 11+43)		\$50,000.00		\$179,771.92		\$200,000.00		\$171,953.00		\$152,850.00
8.	2,450 LF 16" DIP Water Main	\$82.50	\$153,125.00	\$71.02	\$173,999.00 *	\$80.00	\$198,000.00	\$74.77	\$183,186.50 +	\$85.00	\$208,250.00
9.	400 LF 16" RJDIP Water Main	\$73.00	\$29,200.00	\$148.38	\$58,652.00 *	\$85.00	\$34,000.00	\$179.08	\$71,632.00 +	\$145.00	\$58,000.00
10.	10 LF 12" RJDIP Water Main	\$81.00	\$810.00	\$230.48	\$2,304.80	\$60.00	\$500.00	\$107.30	\$1,073.00 +	\$180.00	\$1,800.00
11.	10,000 LB Additional Ductile Iron Fittings	\$7.00	\$70,000.00	\$20.46	\$204,500.00	\$0.50	\$5,000.00	\$5.79	\$57,900.00 +	\$3.00	\$30,000.00
12.	1 EA Tie-In to Existing 20" DIP Water Main	\$1,500.00	\$1,500.00	\$11,559.23	\$11,559.23	\$15,000.00	\$15,000.00	\$10,380.00	\$10,380.00 +	\$8,400.00	\$8,400.00
13.	1 EA 20" Gate Valve and Box	\$7,800.00	\$7,800.00	\$16,500.00	\$16,500.00	\$13,500.00	\$13,500.00	\$14,020.00	\$14,020.00 +	\$13,000.00	\$13,000.00
14.	5 EA 16" Gate Valve and Box	\$6,000.00	\$30,000.00	\$8,800.00	\$43,000.00	\$8,000.00	\$40,000.00	\$8,085.00	\$40,425.00 +	\$7,500.00	\$37,500.00
15.	1 EA 12" Tapping Sleeve, Valve, and Box	\$4,900.00	\$4,900.00	\$8,280.00	\$8,280.00	\$6,500.00	\$6,500.00	\$8,488.00	\$8,488.00 +	\$6,500.00	\$6,500.00
16.	3 EA Automatic Air Release Valve	\$3,000.00	\$9,000.00	\$7,170.00	\$21,510.00	\$5,000.00	\$15,000.00	\$4,451.00	\$13,353.00 +	\$4,000.00	\$12,000.00
17.	1 EA Drain Valve Assembly	\$3,000.00	\$3,000.00	\$10,997.81	\$10,997.81 *	\$8,000.00	\$8,000.00	\$13,852.00	\$13,852.00 +	\$12,000.00	\$12,000.00
18.	25 LF 30" Steel Casing (Open Cut)	\$80.00	\$1,500.00	\$183.01	\$4,575.25 *	\$325.00	\$8,125.00	\$247.80	\$6,197.50 +	\$236.00	\$5,900.00
18.	1 LS Asphalt Pavement Replacement	\$120,000.00	\$120,000.00	\$1,200.00	\$1,200.00	\$6,750.00	\$6,750.00	\$8,107.00	\$8,107.00 +	\$9,000.00	\$9,000.00
20.	300 LF ABC Stone In Driveway	\$42.00	\$12,800.00	\$6.50	\$1,950.00	\$5.00	\$1,500.00	\$16.72	\$5,016.00 +	\$6.00	\$1,800.00

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*INDICATES CORRECTED FIGURE

+INDICATES INCOMPLETION

RIVERS AND ASSOCIATES, INC.
BID TABULATION SHEET

OWNER: City of Washington
 PROJECT: Water & Sewer Improvements
 LOCATION: Municipal Building - Council Chambers
 BIDS OPENED: Tuesday, October 28, 2014 @ 2:00 pm

CONTRACTOR ADDRESS		Bumey & Bumey Construction Co., Inc. 3410 North Memorial Dr. Greenville, NC 27834 30238 / 5%		Hatchell Concrete, Inc. P.O. Box 2405 Manteo, NC 27954 34205 / 5%		T.A. Loving Company P.O. Box 818 Goldboro, NC 27533 325 / 5%		Carolina Civilworks, Inc. 3200 Glen Royal Rd. Raleigh, NC 27617 74658 / 5%		Petters and White Construction Co. 3032 Yacklin Rd. Chesapeake, VA 23323 12222 / 5%	
ITEM NO.	QTY. UNIT DESCRIPTION	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
21.	600 CY Select Backfill	\$40.00	\$24,000.00	\$13.00	\$7,800.00	\$20.00	\$12,000.00	\$29.85	\$17,910.00 +	\$26.00	\$15,000.00
22.	200 CY Stabilization Stone	\$45.00	\$9,000.00	\$80.73	\$12,148.00 *	\$40.00	\$8,000.00	\$84.25	\$12,850.00 +	\$76.00	\$15,200.00
23.	200 LF Silt Fence	\$4.00	\$800.00	\$3.50	\$700.00	\$3.00	\$600.00	\$4.85	\$930.00 +	\$4.00	\$800.00
24.	2 EA Silt Fence Outlet	\$300.00	\$600.00	\$650.00	\$1,300.00 *	\$75.00	\$150.00	\$185.00	\$330.00 +	\$250.00	\$500.00
25.	5 EA Rock Silt Check Dam	\$425.00	\$2,125.00	\$225.00	\$1,125.00	\$150.00	\$750.00	\$293.00	\$1,465.00 +	\$400.00	\$2,000.00
26.	2 EA Inlet Sediment Barrier	\$600.00	\$1,200.00	\$820.00	\$1,640.00	\$175.00	\$350.00	\$382.00	\$724.00 +	\$250.00	\$500.00
27.	1 EA Manual Air Release Valve	\$3,500.00	\$3,500.00	\$780.00	\$780.00	\$750.00	\$750.00	\$2,737.00	\$2,737.00 +	\$900.00	\$900.00
28.	1 EA 20" Line Stop	Add Alternate	\$90,000.00	Add Alternate	\$30,000.00	Add Alternate	\$20,000.00	Add Alternate	\$27,500.00	Add Alternate	\$12,500.00
Water & Bonner Pump Station											
29.	1 LS Pump Station		\$300,000.00		\$281,932.84		\$685,000.00		\$462,064.00		\$468,300.00
30.	1 LS Abandon Existing Gravity Sewer		\$4,000.00		\$3,250.00 **		\$8,500.00		\$5,343.00		\$4,700.00
31.	1 LS Abandon Existing Force Main		\$7,000.00		\$3,250.00		\$8,500.00		\$2,827.00		\$3,400.00
32.	100 LF 8" RJDIP Force Main	\$75.00	\$7,500.00	\$86.00	\$8,600.00	\$85.00	\$8,500.00	\$106.00	\$10,600.00 +	\$72.00	\$7,200.00
33.	180 LF 10" PVC Gravity Main	\$65.00	\$8,800.00	\$45.20	\$7,232.00	\$200.00	\$32,000.00	\$211.00	\$33,780.00 +	\$200.00	\$32,000.00
34.	10 LF 8" PVC Gravity Main	\$50.00	\$500.00	\$384.00	\$3,840.00	\$150.00	\$1,500.00	\$188.00	\$1,880.00 +	\$185.00	\$1,850.00
35.	500 LB Additional Ductile Iron Fittings	\$12.00	\$6,000.00	\$20.45	\$10,225.00	\$0.50	\$250.00	\$9.87	\$4,935.00 +	\$11.00	\$5,500.00
36.	1 LS Tie-In to Existing Force Main	\$1,800.00	\$1,800.00	\$512.28	\$512.28	---	\$10,000.00	\$9,783.00	\$9,783.00 +	\$4,200.00	\$4,200.00
37.	1 EA 12" Plug Valve	\$1,500.00	\$1,500.00	\$3,358.80	\$3,358.80	\$8,500.00	\$8,500.00	\$4,124.00	\$4,124.00 +	\$3,600.00	\$3,600.00
38.	1 EA 4' Precast Manhole	\$3,100.00	\$3,100.00	\$3,240.00	\$3,240.00	\$8,500.00	\$8,500.00	\$5,247.00	\$5,247.00 +	\$4,300.00	\$4,300.00
39.	2 EA 5' Precast Manhole	\$4,500.00	\$9,000.00	\$4,150.97	\$8,301.94	\$7,500.00	\$15,000.00	\$6,983.00	\$13,926.00 +	\$5,000.00	\$10,000.00
40.	1 EA Replace Existing Manhole	\$2,000.00	\$2,000.00	\$5,605.00	\$5,605.00	\$10,000.00	\$10,000.00	\$9,582.00	\$9,582.00 +	\$20,500.00	\$20,500.00
41.	1 LS Asphalt Pavement Replacement		\$150,000.00		\$19,000.00		\$5,000.00		\$38,380.00		\$63,000.00
42.	1 LS Concrete Curb and Gutter Replacement		\$65,000.00		\$3,000.00		\$1,000.00		\$8,834.00		\$4,800.00
43.	1 LS Concrete Sidewalk Replacement	\$50,000.00	\$50,000.00	\$1,500.00	\$1,500.00	---	\$1,000.00	\$2,880.00	\$2,880.00	\$1,200.00	\$1,200.00
44.	50 CY Stabilization Stone	\$50.00	\$2,500.00	\$80.00	\$3,000.00	\$40.00	\$2,000.00	\$87.18	\$3,358.00 +	\$76.00	\$3,800.00
45.	300 LF Silt Fence	\$4.00	\$1,200.00	\$4.08	\$1,224.00 *	\$3.00	\$900.00	\$11.55	\$3,465.00 +	\$4.00	\$1,200.00
46.	1 LS Electrical Service Allowance		\$5,000.00		\$5,000.00		\$5,000.00		\$5,000.00		\$5,000.00
TOTAL BASE BID			\$1,872,980.00 *		\$2,306,874.45 *		\$2,454,625.00		\$2,760,369.59		\$2,813,666.00

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*INDICATES CORRECTED FIGURE

+INDICATES INCOMPLETION

**OMITTED AD-3

Page 2 of 3

**RIVERS AND ASSOCIATES, INC.
 BID TABULATION SHEET**

OWNER: City of Washington
 PROJECT: Water & Sewer Improvements
 LOCATION: Municipal Building - Council Chambers
 BIDS OPENED: Tuesday, October 28, 2014 @ 2:00 pm

CONTRACTOR ADDRESS LIC#BID BOND	Burney & Burney Construction Co., Inc. 3410 North Memorial Dr. Greenville, NC 27834 30238 / 5%	Hatchell Concrete, inc. P.O. Box 2405 Manteo, NC 27954 34205 / 5%	T.A. Loving Company P.O. Box 919 Goldsboro, NC 27533 325 / 5%	Carolina Civilworks, Inc. 3200 Glen Royal Rd. Raleigh, NC 27617 74658 / 5%	Peters and White Construction Co. 3032 Yadkin Rd. Chesapeake, VA 23323 12222 / 5%			
	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
General Construction	Burney&Burney Construction Co.,Inc.	Hatchell Concrete, Inc.	T.A. Loving Company	Carolina Civilworks, Inc.	Peters and White Construction Co.			
Electrical Construction	Anthony Peete Electrical	Coastline Electrical	Williams-Lamm	Coastline Electric	Plit Electric			
Total Value of Minority Business Contracting (MB-1)	\$160,000.00	\$180,000.00	\$157,000.00	\$0.00	\$200,000.00			
Listing of Good Faith Efforts (MB-2)	55 Points	85 Points	90 Points	110 Points	75 Points			
Intent to Perform Contract with own Workforce (MB-3)	Not Submitted	Not Submitted	Not Submitted	Not Submitted	Not Submitted			
Manufacturer:								
Submersible Pump	Flygt	Fairbanks Morse	Fairbanks Morse	Flygt	Fairbanks Morse			
Air Vacuum/Pressure Air Valve	Golden Anderson	Crispin	Crispin	Crispin	APCO			
Automatic Transfer Switch	ASCO	ASCO	ASCO	ASCO	Cummins			
Emergency Generator	<u>Write In:</u> MTU	Caterpillar	Caterpillar	Caterpillar	Cummins			
Roof Contractor	<u>Write In:</u> Baker Roofing Co.	<u>Write In:</u> Gallap Roofing	<u>Write In:</u> Service Roofing	<u>Write In:</u> Service Roofing &Sheet Metal	<u>Write In:</u> Service Roofing			
Fiberglass Reinforced Plastic Flush Doors & Frames	Special Lite		Chem-Pruf	Chem-Pruf	Chem-Pruf			
Instrumentation and Controls Supplier	Fortech, Inc.	Fortech, Inc.	Lord & Company	Lord & Company	Fortech			
Panel Boards	Square D	Cutler Hammer	Square D	Cutler Hammer	<u>Write In:</u> Eaton			

Mayor
Mac Hodges

City Manager
Brian Alligood



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

Date: December 15, 2014

Asa R. Williams, E.I., Civil Engineer/Project Manager
U.S. Department of Commerce
Economic Development Administration
Atlanta Regional Office
401 West Peachtree Street, N.W., Suite 1820
Atlanta, Georgia 30308-3510



Re: EDA Award Number: 04-79-06833
Washington, NC

Subject: **RECOMMENDED AWARD**

Mr. Williams:

On October 28, 2014, sealed bids for the water and waste water improvements of the subject-referenced project were opened in public in the presence of the duly authorized representative. Enclosed please find items requested by the EDA Bid Opening Checklist. The proposed recommended contractor is:

<u>Project Description</u>	<u>Contractor Name</u>	<u>Contract Amount</u>	<u>A/E Estimate</u>
Water and Sewer Imp.	Hatchell Concrete, Inc.	\$2,355,074.45	\$2,287,650

We have reviewed the website <http://sams.gov/> and the recommended firm does not appear on the Federal list of debarred contractors.

Please review the documents, sign below indicating EDA's acceptance, and email a copy of this letter for our records to our project/grant administrator at krichards@mideastcom.org.

Should you require additional information please contact Allen Lewis at (252) 975-9302.

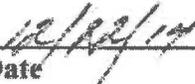
Sincerely,



Authorized Representative
Public Works Director

EDA Concurrence:


Asa R. Williams
Civil Engineer/Project Manager


Date

Attachments

cc: Brian Alligood
Kevin Richards
Franz Holscher
Blaine Humphrey, PE



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Hodges & Members of the City Council
From: Brian Alligood, City Manager
Date: January 6, 2015
Subject: Metropolitan Community Health Services, Inc. Letter of Support
Applicant Presentation: Michael L. McDuffie, Chief Operating Officer
Staff Presentation: Brian Alligood, City Manager

RECOMMENDATION:

I move that the City Council approve and authorize the Mayor to sign the attached letter of support for Metropolitan Community Health Services' Service Area Competition (SAC) grant application for continued federal funding.

BACKGROUND AND FINDINGS:

Mr. Michael L. McDuffie, Chief Operating Officer for Metropolitan Community Health Services, Inc., is requesting a letter of support from City Council for their Service Area Competition (SAC) grant application for continued federal funding. Supporting information about the organization and a draft letter of support is attached.

PREVIOUS LEGISLATIVE ACTION

N/A

FISCAL IMPACT

Currently Budgeted (Account) Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

Organization information and draft letter of support.

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: Concur _____ Recommend Denial _____ No Recommendation 1/6/15 Date

Brian M. Alligood

From: Michael McDuffie <mmcduffie@metrocommunityhealth.org>
Sent: Monday, January 05, 2015 3:48 PM
To: Brian M. Alligood
Subject: MCHS-Agape Community Health Clinic
Attachments: MCHS Grants gov Abstract.pdf

Brian,

Thank you for taking time to meet with Laurence and I. It was a pleasure meeting you and hope your holiday were enjoyable. As you know, we are requesting a letter of support for our upcoming Service Area Competition (SAC) grant application for continued federal funding for Beaufort County. I have attached the project abstract that details the bases for the funding.

If you need additional information, please do not hesitate to contact me.

Best regards,

Michael L. McDuffie, MSM
Chief Operating Officer
Metropolitan Community Health Services, Inc.
252.940.0602 Office
252.940.0924 Fax
910.578.7909 Cell
mmcduffie@metrocommunityhealth.org

Applicant Organization: Metropolitan Community Health Services

Project Title: Service Area Competition - Additional Areas

Congressional Districts: NC-001, NC-003

Types of Section 330 Funding Requested: CHC

Current Federal Funding: \$1.043 million

Metropolitan Community Health Services (MCHS) is a 501(c)3 FQHC providing primary medical, dental, and behavioral health services to low-income populations of northeast North Carolina. MCHS's service area covers five counties: Beaufort, Hyde, Martin, Tyrrell, and Washington. The service area harbors a population of 93,715 people, 44% of whom live at or below 200% of the Federal Poverty Level (FPL), estimating the target population to consist of 41,586 low-income residents. 69.7% of residents are Caucasian; 21.4% are African American. The northeast region of the state is home to the highest concentration of impoverished, ethnic minorities. MCHS was first organized as a faith-based mission drawn from the oldest African American denominations, designated a rural health center in 1998 and granted FQHC status in 2003. MCHS is governed by a board of directors representative of the populations served; the organization is in full compliance with HRSA 330 program requirements and maintains all services are appropriate to the need of the population and available to all, regardless identity or circumstance. In calendar year 2013, MCHS served 2,472 unique patients, 54% of whom were medically uninsured at the time of service, illustrating MCHS's role as a safety net provider to vulnerable populations. MCHS operates two clinics, one in Washington and another in Williamston. All five counties are designated Health Professional Shortage Areas for primary medical, dental and behavioral health services. Additionally, all counties are designated Medically Underserved Areas. Health indicators reported on the organizations Form 9 (Need for Assistance Worksheet) exceed state and national averages in all measures relating to chronic disease prevalence, mortality, and risk behavior. The burden of diabetes is a significant issue of severity for the target population. 13.8% of the population is diabetic, exceeding the national average of 8.1%. 32.8% of the adult population is obese and 30% of the adult population reports no physical activity in the past month. 21.2% of the population is medically uninsured and North Carolina's governor and legislature, at this time, have chose not to expand Medicaid coverage. Preventative care services available to the low-income, uninsured population are minimal, as MCHS is one of two FQHCs operating in the service area which spans 3,868 square miles of land populated by an average of 25 people per square mile. Consequently, many residents wait until their medical condition is emergent and suffer the consequence of high cost and an even higher probability of poor outcomes. Over 32% of families with children under 18 live in poverty, compared to a national average of 17.8%; 62.8% of single mothers with children under 18 live in poverty, compared to a national average of 40%. MCHS's service delivery model is both appropriate to serve the needs of the target population and adequate to support an increased demand for service as MCHS establishes a solid reputation of being a compassionate resource to local communities, offering culturally appropriate, patient-centered care to all. MCHS clinics are currently staffed by 4.5 FTE medical providers, 2.0 FTE pharmacy providers, 14.0 FTE clinical, enabling, and patient support staff, 6.5 FTE dental, clinical and patient support and 6.5 FTE management, IT, and admin support staff. MCHS is requesting federal funding in the amount of \$981,750 to support the delivery of services to the populations of Beaufort, Hyde, Martin, Tyrrell, and Washington Counties in North Carolina.

Mayor
Mac Hodges

City Manager
Brian M. Alligood



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

January 12, 2015

Reverend David L. Moore
Chief Executive Officer
Metropolitan Community Health Services, Inc.
PO Box 1886
Washington, NC 27889

Dear Rev. Moore:

The City of Washington supports your Service Area Competition grant application to the Bureau of Primary Health Care. The City understands that the primary care your organization provides reaches patients who are in need of quality, cost-efficient, and comprehensive primary care services.

Metropolitan Community Health Services is a faith-based, 501(c)3 organization serving Beaufort, Martin, Washington, Hyde, and Tyrrell counties. Residents in these counties are disproportionately impacted by historic poverty, geographic isolation, and other negative social determinates of health. Without the primary care services that Metropolitan provides, many patients would forgo necessary and preventative health care and see their health status decline. In spite of the increased number of uninsured, and the ever-present challenges of this economy, Metropolitan continues to increase its service offerings and ensure that its patients have a medical home.

The City of Washington encourages the Bureau of Primary Health Care to support your grant application for continued funding and we commend your organization's service to the residents of Washington.

Sincerely,

Mac Hodges, Mayor