



JANUARY 9, 2012
5:30 PM

Opening of Meeting

Nondenominational Invocation

Roll Call

Approval of minutes from December 12, 2011 **(page 4)**

Approval/Amendments to Agenda

Presentations: Retirement and Memorial Resolutions

I. Consent Agenda:

- A. Approve – Departmental Roster for Calendar Year 2012 **(page 9)**
- B. Authorize – Application for a Computer Mobile Lab grant **and** with a 25% (\$5,500) match to be included in the FY 12-13 budget (\$22,000) **(page 14)**
- C. Accept & Adopt – A grant from the Mid East Commission Area Agency on Aging **and** Adopt Budget Ordinance Amendment (\$1,000) **(page 15)**
- D. Accept, Authorize & Adopt – A grant from the Mid East Commission **and** Authorize a 10% (\$418) cash match **and** Adopt a Budget Ordinance Amendment (\$4,598) **(page 17)**
- E. Award – Officer Matthew Bailey his police shield and service weapon upon retirement **(page 19)**
- F. Approve – Purchase Orders >\$20,000 **(page 21)**

II. Comments from the Public:

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

- A. None –

IV. Public Hearing – Other:

- A. Accept & Adopt – Accept recommendation of the Planning Board **and** Adopt Resolution ordering the closure and abandonment of a portion of East Main Street and right-of-way **(page 27)**



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- B. Adopt – Annexation ordinance to extend the City of Washington corporate limits for non-contiguous property owned by Boddie-Noell **(page 32)**
- V. Scheduled Public Appearances:
- A. Mr. Derik Davis – Stop Signs
 - B. Bishop Jones – Funding
 - C. Mr. Mayhew Wallace – Public Safety
 - D. Mr. Tom Thompson - Economic Development Update
 - E. Mr. Tyrone Wilson – ABA Basketball
 - F. Martin-Starnes & Associates, CPA – Audit Presentation **(page 37)**
 - G. Ms. Judy Siegel – Landex Presentation **(page 41)**
- VI. Correspondence and Special Reports:
- A. Memo – Load Management Device Installation Report **(page 46)**
- VII. Reports from Boards, Commissions and Committees:
- A. Human Relations Council **(page 47)**
 - B. Financial Reports **(emailed as available)**
- VIII. Appointments:
- A. Appointments: – Fireman’s Relief Fund – reappoint Charles M. Alligood Jr. (Fire Department designated appointee) **and** reappoint Raymond Williams (City Council designated appointee) **(page 52)**
 - B. Appointments: – Council Liaisons for Boards and Commissions **(page 53)**
- IX. Old Business:
- A. Amend – Chapter 4: Animals, Article II, Section 4-52(c) City of Washington City Code **and** Authorize the Washington Police Department and the Beaufort County Animal Control to enforce the ordinance throughout the City of Washington **(page 54)**
- X. New Business:
- A. None –



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- XI. Any Other Items From City Manager:
A. None
- XII. Any Other Business from the Mayor or Other Members of Council
A. None
- XIII. Closed Session – Under § NCGS 143-318.11(a)(3) Attorney Client Privilege; NCGS § 143-318.11(a)(6) Personnel; NCGS § 143-318.11(a)(5) Potential Acquisition (Lease) of Real Property: Property located at 114 East. 2nd Street and owned by Fortescue Investment Group, LLC for use of Parking by City of Washington Staff and Customers and NCGS § 143-318.11(a)(4) Economic Development.
- XIV. Adjourn – Until January 23, 2012 at 5:30 pm, in the Council Chambers at the Municipal Building.

The Washington City Council met in a regular session on Monday, December 12, 2011 at 5:30pm in the City Council Chambers at the Municipal Building. Present were: Archie Jennings, Mayor; Doug Mercer, Councilman; Ed Moultrie, Councilman; William Pitt, Councilman; Gil Davis, Councilman; Bobby Roberson, Mayor Pro tem; Josh Kay, City Manager; Cynthia Bennett, City Clerk and Franz Holscher, City Attorney.

Also present were: David Carraway, Information Technology; Robbie Rose, Fire Chief; Allen Lewis, Public Works Director; Gloria Moore, Library Director; John Rodman, Planning Director; Keith Hardt, Electric Director; Mick Reed, Police Chief; Susan Hodges, Human Resources Director; Council-elect member Richard Brooks; Mike Voss, of the Washington Daily News and Delma Blinson of the Beaufort Observer.

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

APPROVAL OF MINUTES

Councilman Mercer noted a correction on page 12 of the November 14th minutes regarding the Gold Leaf meeting at BCCC. The minutes should state John Rodman, Planning Director attended, not Mayor Pro tem Roberson.

By motion of Councilman Davis, seconded by Councilman Mercer, Council approved the minutes of November 14, 2011 as amended and November 28, 2011 as presented.

APPROVAL/AMENDMENTS TO AGENDA

Mayor Jennings noted that the new business items will be addressed after Council reconvenes at the Civic Center. Subsequently, one recess will be eliminated.

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

DECLARATION OF OFFICIAL ELECTION RESULTS

Mayor Jennings stated the November 8, 2011 elections results have been declared official by the Board of Elections.

Summary: City of Washington November 8th, 2011 Municipal Election

contest name	choice name	total votes
CITY OF WASHINGTON MAYOR	Archie Jennings	863
CITY OF WASHINGTON MAYOR	Judy Jennette (Write-in)	9
CITY OF WASHINGTON MAYOR	Write-in (miscellaneous)	35
CITY OF WASHINGTON COUNCIL	Bobby E. Roberson	674
CITY OF WASHINGTON COUNCIL	Ed Moultrie	665
CITY OF WASHINGTON COUNCIL	Doug Mercer	641
CITY OF WASHINGTON COUNCIL	William Pitt	601
CITY OF WASHINGTON COUNCIL	Richard Brooks	560
CITY OF WASHINGTON COUNCIL	Gil Davis	556
CITY OF WASHINGTON COUNCIL	Lloyd May	547
CITY OF WASHINGTON COUNCIL	Rick Gagliano	489
CITY OF WASHINGTON COUNCIL	Write-in (miscellaneous)	20

PRESENTATION TO COUNCILMAN DAVIS

Mayor Jennings presented a plaque to Councilman Gil Davis, which read “in deep appreciation and heartfelt thanks for four years of dedicated and loyal service as a Councilmember”. He served as a Councilmember from December 2007 to December 2011.

Mayor Jennings declared the seats vacant.

RECESS

ADMINISTRATION OF OATHS

Wayland Sermons, Senior Resident Superior Court Judge, Second Judicial District administered the Oath of Office to Mayor Jennings and then to Council members-Elect: Doug Mercer, Edward Moultrie, William Pitt, Richard Brooks and Bobby Roberson.

ELECTION OF MAYOR PRO TEM

Mayor Jennings called for nominations for Mayor Pro tem. Councilman Mercer nominated Bobby Roberson as Mayor Pro tem, Councilman Roberson seconded the nomination. There being no further nominations, Council unanimously elected Bobby Roberson as Mayor Pro tem.

PUBLIC COMMENTS

There were no public comments at this time.

BENEDICTION & CHARGE TO COUNCIL

Reverend William Lee Kinney, First Presbyterian Church delivered the invocation and charge to Council.

RECESS AND RECONVENE AT THE CIVIC CENTER

ADOPT – RESOLUTION IN SUPPORT OF APPLYING FOR GRANT FUNDS FROM MAIN STREET SOLUTIONS FUND AND DESIGNATE AGENTS ON BEHALF OF GRANT (OLD CITY HALL)

Josh Kay, City Manager explained that the North Carolina Main Street Solutions Fund is a program designed to provide economic development planning assistance and coordinated grant support to designated micropolitans located in active Main Street communities.

The goals of the program are:

1. To provide direct financial benefit to small businesses
2. To retain and create jobs in association with small businesses
3. To spur private investment in association with small businesses

The Main Street Solutions Fund is a reimbursable, matching grant program. This highly competitive process provides up to \$200,000 to local governments. The City proposes to utilize grant funds to assist D.B.A. Snug Harbor (Laura Darré and Kathryn Pisciotta) in rehabilitating the property located at 126 North Market Street, also known as Old City Hall, into a destination restaurant. DBA Snug Harbor will supply ALL match monies, yielding no fiscal impact on the municipal general fund to make application.

By motion of Councilman Mercer, seconded by Councilman Moultrie, Council adopted a resolution in support of applying for grant funds from the Main Street Solutions Fund and designated agents on behalf of the grant, contingent upon Beaufort County Commissioners approval and acceptance

of offer to purchase. (Trent Tetterton, WHDA advised later in the meeting that the Beaufort County Commissioners accepted the offer to purchase at their meeting tonight.)

RESOLUTION IN SUPPORT OF THE MAIN STREET SOLUTIONS FUND GRANT APPLICATION ON BEHALF OF OLD CITY HALL

WHEREAS the Washington City Council supports the revitalization of downtown and seeks to encourage small business development within downtown Washington; and,

WHEREAS the City Council believes the revitalization of Old City Hall as a destination restaurant will positively impact the revitalization vision and goals as stated in the 2009 “Visualization and Reinvestment Strategy,” and positively impact the development of a thriving small business climate in downtown Washington; and,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD THAT:

- Section 1: The City Council hereby declares its intent to make application for Main Street Solutions grant funds in partnership with the Old City Hall owners, Laura Darré and Kathryn Pisciotta collectively d/b/a The Snug Harbor Team, as the grant sub-recipient and with Washington Harbor District Alliance, a 501(c)3 organization charged with administering the local Main Street program and managing the implementation of the downtown Visualization and Reinvestment Strategy; and,
- Section 2: Designates Mayor N. Archie Jennings, III as the appropriate agent to make application for the Main Street Solutions grant funds and to sign a grant agreement on behalf of the City should the funds be awarded; and,
- Section 3: Further designates Bianca Gentile, Community Development Planner, as the City’s designated agent to ensure that all reporting and monitoring requirements associated with the grant are carried out in accordance with the Main Street Solutions Fund Operating Guidelines; and,
- Section 4: This Resolution shall become effective December 12, 2011

Adopted this the 12th day of December, 2011.

s/Cynthia S. Bennett, CMC
City Clerk

s/N. Archie Jennings, III
Mayor

ADOPT – RESOLUTION TO DESIGNATE APPLICANT’S AGENT PER HAZARD MITIGATION APPLICATION (OLD HEALTH DEPT. BUILDING)

Josh Kay, City Manager reviewed the request with Council. The acquisition and demolition of flood-prone structures is among the most effective strategies for reducing the impact disasters have on communities, people and property. Due to the State’s increased commitment to hazard mitigation funding through FEMA, the State has maximized its opportunity to build its long-term capability in assisting local communities to become more sustainable and disaster resistant. The Old Health Department Building is located in the Special Flood Hazard Area, along the Jack’s Creek Tributary, in a low lying area. These features make it especially vulnerable to the threat of natural disasters. This structure was flooded and suffered major structural damage on numerous occasions. As result, the City has made an application to the NC Department of Emergency Management’s Hazard Mitigation Assistance Program to solicit funding to acquire and demolish the “Old Health Department” building.

Adopting the “Designation of Applicant’s Agent” resolution formally identifies municipal points of contacts to the funding agent.

Federal share: \$138,765.75
 Non-Federal share: \$ 46,255.25
 (city match, inclusive to project and grant administrative)
 Total project cost: \$185,021.00

Councilman Mercer inquired when the City actually applied for this grant and for what amount? Mr. Kay will research the history and provide Council with the requested information. (A letter of interest was submitted to FEMA in 2009 for \$184,000 to cover acquisition and demolition of the structure.)

RESOLUTION	
DESIGNATION OF APPLICANT'S AGENT	
North Carolina Division of Emergency Management	
Organization Name (hereafter named Organization): City of Washington	Disaster Number: HMA 2010
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate): North Carolina Department of Crime Control and Public Safety	
Applicant's Fiscal Year (FY) Start July 1 - June 30	Month: Day:
Applicant's Federal Employer's Identification Number: 56-6001364	
Applicant's Federal Information Processing Standards (FIPS) Number:	
PRIMARY AGENT	SECONDARY AGENT
Agent's Name Josh L. Kay	Agent's Name Mike Whaley
Organization City of Washington	Organization City of Washington
Official Position City Manager	Official Position Purchasing and Contracting Agent
Mailing Address 102 East Second Street City, State, Zip Washington, North Carolina 27889	Mailing Address 102 East Second Street City, State, Zip Washington, North Carolina 27889
Daytime Telephone 252.975.9332	Daytime Telephone 252.975.9308
Facsimile Number 252.946.6461	Facsimile Number 252.946.1965
Pager or Cellular Number 252.402.8930	Pager or Cellular Number 252.402.6888
<p>BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally.</p>	
PASSED AND APPROVED this _____ day of _____, 20__.	
GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title City of Washington City Council	Name Cynthia Bennett
Name and Title <i>N. Archie DeLoach, III Mayor</i>	Official Position City Clerk
Name and Title <i>[Signature]</i>	Daytime Telephone 252.975.9333
CERTIFICATION	
I, <u>Cynthia Bennett</u> (Name) duly appointed and <u>City Clerk</u> (Title) of the Governing Body,	
do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of	
The City of Washington (Organization) on the _____ 12th day of _____ December	
Date: <u>12-Dec-11</u>	Signature: <i>[Signature]</i>

Rev. 03/04

GOLD LEAF MEETING

Councilman Mercer updated everyone on the latest Gold Leaf meeting that he, John Rodman and Councilman Pitt attended. Beaufort County has been allocated \$2 million. He suggested that Council and staff start compiling a list of potential projects that could be funded. Mayor Pro tem Roberson suggested reviewing funded projects from other municipalities to assist in receiving funds.

PRIORITY PLANNING SESSION

Council conducted a brainstorming session to create a potential list of priorities.

		Improve our Economy	Improve our Finances	Improve our Community
Immediate (1-year)	1	Job Creation	End the FY in the "black"	Have a service-oriented mentality
	2	Lower utility rates	Load management program – residential & industrial	Communicate & educate the public
	3	Highway 17 bypass strategy	Decision on dispatch transfer to County	Improve the community's appearance
Short-term (2-3 years)	1	River Road growth strategy	Continue reduction in transfer from the electric fund	Personnel recruitment (diversity)
	2	Economic development partnerships/business friendly	Evaluate outsourcing	Improve and pave roads – partnership with NCDOT
	3	Business recruitment & retention	Facility assessment/master-plan	Advisory Boards – training, recruitment, policies
Long-term (5-10 years)	1	Water & Sewer capacity	Pursue grants	City size (ETJ reduction, annexation, etc...)
	2	Transportation through-fare plan review/revision		Drainage/stormwater/flooding issues
	3			Organization branding & logo - uniformity

CITY MANAGER EVALUATION

Mayor Pro tem Roberson explained that it would soon be time for the City Manager's six month evaluation.

ADJOURN

By motion of Councilman Pitt, seconded by Mayor Pro tem Roberson, Council adjourned the meeting at 8:30pm until January 9, 2012 at 5:30pm in the Council Chambers at the Municipal Building.

(Subject to the Approval of the City Council)

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



City of Washington
REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Robbie Rose, Fire Chief
Date: January 3, 2012
Subject: Approval of Departmental Roster for Calendar Year 2012
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that the City Council approve the 2012 Departmental roster, and authorize the Mayor and the Fire Chief to sign the Annual Certification of Firefighters.

BACKGROUND AND FINDINGS:

The North Carolina General Statutes G.S. 58-86-25, requires that each active duty firefighter have a minimum of 36 hours of training each year to maintain eligibility for line-of-death and pension benefits. The General Statutes also require that the governing body certify the roster as valid and accurate, and that the certified roster be submitted no later than January 31st of each year.

Our department has provided more than adequate training for this past year to ensure that all members have met the minimum requirements.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

See Attached roster

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: Concur _____ Recommend Denial _____ No Recommendation 1/4/12 Date



North Carolina State Firemen's Association

323 W. Jones Street, Ste. 401 ~ Raleigh, NC 27603
919.821.2132 (p) | 919.821.9382 (f) | www.ncsfa.com

Department Roster Washington

Printed: 11/23/2011

Robbie Rose
Washington
410 Market St.
Washington, NC 27889

Department Information

Roster Last Updated: 11/16/2011 | 03:13 pm

Dept ID	100895	Paid Thru:	12/31/2011
Type:	FDC / Fire Dept Combo	Work:	(252) 948-9405
Chief:	Robbie Rose	Fax:	
County:	Beaufort	E-Mail:	myates@washingtontnc.gov

Payment Information

Department Summary

Name on Credit Card: _____
 Credit Card: _____
 Expiration Date: _____
 Signature: _____

Paid: 37
 Volunteer: 9
 Retired: 1

#	SSN/ID	Full Name / DOB	Address	Phone #/ Cell #	GEN/ EMAIL	MAR	P/V/R	CERT? (circle one)
1	XXX-XX-0490 139626	William M Alligood 11/6/1953	203 Ellison Rd, Washington, NC 27889	(252) 946-1970	M	M	V	(Y) N
2	XXX-XX-0447 146083	Jonathan Anderson 12/20/1985	4285 A Williamsbrook Lane, Greenville, NC 27858	(252) 717-7553	M	S	P	(Y) N
3	XXX-XX-4219 139636	Parker B. Bateman 4/25/1988	251 Smaw Road, Washington, NC 27889	2524025330	M	S	P	(Y) N
4	XXX-XX-4475 156116	John L. Baugher 3/12/1971	414 East 2nd Street, Washington, NC 27889	(252) 320-4332	M	M	V	(Y) N
5	XXX-XX-4539 139671	Doug Bisette 3/12/1984	20862 Hwy 32 N., Plymouth, NC 27962	(252) 944-3000	M	M	P	(Y) N
6	XXX-XX-5277 139628	Walter J. Bowen, Jr. 11/30/1925	412 Fairview Avenue, Washington, NC 27889		M	M	R	Y (N)
7	XXX-XX-1472 122298	Christopher Boyd 1/13/1987	453 Highway 92 East, Washington, NC 27889	2529230995	M	S	P	(Y) N
8	XXX-XX-5336 150152	Chris Brock 6/7/1973	209 Wilkinson Station Road, Pantego, NC 27866	(252) 943-6770	M	M	P	(Y) N
9	XXX-XX-7155 139630	Richard Brooks 11/3/1940	820 Boston Avenue, Washington, NC 27889	(252) 944-3541	M	M	V	(Y) N
10	XXX-XX-4823 146081	Anthony Burton 6/6/1986	3033 NC HWY 92E, Washington, NC 27889	(252) 940-8992	M	S	P	(Y) N
11	XXX-XX-8657 139667	Amber C Carter 4/18/1972	3660 Harvey Road, Washington, NC 27884	(252) 974-1236	F	M	P	(Y) N

12	XXX-XX-1650 137497	Timothy Chandler 11/22/1977	287 Bright Acres Road, Washington, NC 27889	(252) 943-7890	M	S	P	(Y) N
13	XXX-XX-0779 150922	Robert Michael Cox, Jr. 10/9/1970	104 Pine Tree Drive, Washington, NC 27889	(252) 974-0993	M	M	P	(Y) N
14	XXX-XX-3913 139637	Lee Dawson 11/2/1952	6124 Clarks Neck Rd., Washington, NC 27889	(252) 946-7850	M	M	P	(Y) N
15	XXX-XX-9920 139657	Ted Mac Day, Jr. 10/23/1966	312 River Road, Washington, NC 27889	(252) 946-8153	M	M	P	(Y) N
16	XXX-XX-1499 139639	Ronnie M. Flowers 7/15/1975	4693 Slatestone Rd., Washington, NC 27889		M	M	P	(Y) N
17	XXX-XX-8220 139640	Harry Gautier 8/26/1943	102 Rock Rd., Washington, NC 27889	(252) 946-1285	M	M	V	(Y) N
18	XXX-XX-9688 139679	Stephen Hahn 8/28/1953	PO Box 1266, Chocowinity, NC 27817	(252) 946-2305	M	M	V	(Y) N
19	XXX-XX-9900 103589	Brent T Hamilton 6/24/1986	305 Williamsburg Road, Washington, NC 27889		M	S	P	(Y) N
20	XXX-XX-9991 151005	Johnathan Hardin 7/17/1984	2646 Plumosa Drive, Grimesland, NC 27837	2529445249	M	M	P	(Y) N
21	XXX-XX-5337 139645	Jasper Hardison 5/11/1957	2343 Hwy 171, Washington, NC 27889	(252) 946-9285	M	M	P	(Y) N
22	XXX-XX-4567 139648	Otis Harrell 6/25/1971	82 Jasmin Dr., Chocowinity, NC 27817	(252) 975-3738	M	M	P	(Y) N
23	XXX-XX-2665 139668	Tim Hines 12/11/1963	844 Mill Field Rd., Bath, NC 27808	(252) 799-7160	M	S	P	(Y) N
24	XXX-XX-6779 139669	Steven Hodges 2/11/1984	116 Hodges Road, Washington, NC 27889	2522588108	M	S	P	(Y) N
25	XXX-XX-0960 146082	Lee House 2/16/1979	2341 Wheaton Village Drive, Greenville, NC 27858	(252) 531-0115	M	M	P	(Y) N
26	XXX-XX-7018 107097	Joshua Ingram 1/24/1974	4190 Market St. Extension, Washington, NC 27889	(252) 945-8013	M	M	P	(Y) N
27	XXX-XX-2319 150140	Brad Jackson 4/5/1977	1741 Long Ridge Road, Pinetown, NC 27866	(252) 945-4741	M	M	P	(Y) N
28	XXX-XX-2521 139683	Harold Johnson Iii 8/9/1971	75 Austin Tyler Road, Washington, NC 27889	(252) 940-7218	M	M	P	(Y) N
29	XXX-XX-9855 139652	Gary Johnson 4/21/1971	610 Water-Lily Road, Washington, NC 27889	(252) 975-6280	M	M	P	(Y) N
30	XXX-XX-5242 103530	John Johnston 2/23/1985	360 South Willow Run, Greenville, NC 27858	2527563468	M	M	P	(Y) N
31	XXX-XX-4129 149649	Thomas Bryan Lilley 7/1/1981	4909 VOA Road, Washington, NC 27889	(252) 945-0274	M	M	P	(Y) N
32	XXX-XX-8129 139656	William B. Lurvey 3/15/1954	1360 Jefferson Road, Pinetown, NC 27865	(252) 927-4690	M	M	V	(Y) N
33	XXX-XX-7526 139659	Alan Mccutcheon 4/26/1965	651 Betsy Elbow Rd., Washington, NC 27889	(252) 927-2354	M	M	P	(Y) N
34	XXX-XX-8262 134130	Zachary Moricle 12/16/1986	322 the Court Yards, Washington, NC 27889	2523250389	M	S	P	(Y) N
35	XXX-XX-3436 139674	Alan J O'Kane 4/12/1984	1215 North Market Street, Washington, NC 27889	2529457303	M	S	P	(Y) N
36	XXX-XX-2934 165211	Jonathan Wayne Patterson 5/26/1988	146 Edgewater Road, Washington, NC 27889	(252) 948-9405	M	M	P	(Y) N jwpatterson0526@yahoo.com
37	XXX-XX-2146 130943	William H Pitt 8/20/1955	318 Courtyards, Washington, NC 27889	(252) 940-0817	M	M	V	(Y) N

38	XXX-XX-2211 139670	Robbie Rose 8/9/1957	721 Willow Street, Washington, NC 27889	(252) 946-7392	M	M	P	(Y) N
39	XXX-XX-8211 137622	William A. Rushton 2/3/1990	4494 Camp Leach Road, Washington, NC 27889	(252) 943-9212	M	S	P	(Y) N
40	XXX-XX-2980 139673	Gerald Seighman 12/29/1942	203 North Reed Drive, Washington, NC 27889	(252) 946-2050	M	M	V	(Y) N
41	XXX-XX-1770 149645	Cecil Craig Styron 11/15/1980	710 Grimes Road, Washington, NC 27889	(252) 617-2666	M	M	P	(Y) N
42	XXX-XX-5026 119827	Robbie Taylor 12/13/1976	155 Wesley Ave, Washington, NC 27889	(252) 975-1259	M	M	P	(Y) N
43	XXX-XX-2882 139687	Tobby L Wainwright 8/25/1978	100 South Ridge, Greenville, NC 27858	(252) 945-4513	M	M	P	(Y) N
44	XXX-XX-8107 139684	Jeremy Wetherington 3/17/1980	786 Godley Road, Grimesland, NC 27837	(252) 946-8923	M	M	P	(Y) N
45	XXX-XX-6192 141814	Otha Whitney 5/22/1978	103 Slatestone Drive, Washington, NC 27889	(252) 402-5748	M	M	P	(Y) N
46	XXX-XX-7783 139691	Mark Yates 3/11/1957	101 Camellia Way, Washington, NC 27889	2529752429	M	M	P	(Y) N
47	XXX-XX-7829 167011	Steven Ziemba 8/7/1979	5394 NC 43 South, Greenville, NC 27858	(252) 948-9405	M		V	(Y) N
								34-41@easternpines.org

Washington

Paid: 37

Vol: 9

Retired: 1

NOTE(s):

Please find a blank invoice enclosed with your packet.

North Carolina State Firemen's Association
323 West Jones Street, Suite 401
Raleigh, NC 27603
1-800-253-4733

2011
ANNUAL CERTIFICATION OF FIREFIGHTERS

North Carolina General Statute 58-86-25 requires that all certified fire departments submit a complete roster of its eligible firemen annually. This certified list determines eligibility for the \$50,000 line-of-duty death benefit as well as eligibility for Pension Fund credit. Failure to accurately and promptly report this information is violation of G.S. 58-86-25 and will automatically result in a loss or reduction of benefits.

REPORT BY FIRE DEPARTMENT CHIEF

As Fire Department Chief, I have determined that the attached roster is a valid and accurate list of all eligible firemen, within the definition contained in North Carolina General Statute 58-86-25.

Name of Fire Department Washington Fire/Rescue/EMS

Fire Department Mailing Address 410 N. Market Street

City Washington State NC Zip Code 27889

Name of Fire Chief Robbie Rose
(Please print or type)

Signature of Fire Chief _____

Date _____ Daytime Telephone (252) 948-9400

County Beaufort

CERTIFICATION BY GOVERNING BODY

Pursuant to G.S. 58-86-25, the governing body of a fire department operated by (i) a county is the county board of commissioners, (ii) a city is the city council, (iii) a sanitary district is the sanitary district board, (iv) a corporation, whether profit or nonprofit, is the corporation's board of directors and (v) any other entity is that group designated by the board. Therefore, in our capacity as the governing body of the above-named fire department, we certify and find that the attached roster is a valid and accurate list of all eligible firemen in accordance with G.S. 58-86-25.

Name of Governing Body City of Washington

Name of Governing Body Official N. Archie Jennings III
(Please print or type)

Authorized Signature _____ Title Mayor

Date _____ Daytime Telephone ()



City of Washington

REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Gloria J. Moore, Library Director
Date: January 3, 2012
Subject: Request to Apply for Mobile Computer Grant
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that the City Council authorize the Library Director to apply for a computer mobile lab grant in the amount of approximately \$22,000, with a 25% match which would be included in the Fiscal Year 2012/13 budget.

BACKGROUND AND FINDINGS:

The grant project is designed to address the problem of library patrons that have little to no experience using the computers and to help currently underserved users, i.e. job seekers, senior citizens and Spanish speakers in order to give them an opportunity to learn the basics of computing in a relaxed setting. No additional staff would be hired. Classes would be taught by staff and volunteers.

The grant would consist of 10 laptop computers, 10 keyboards, 2 printers, 1 locking laptop storage cart, 1 LCD projector, 1 replacement projector bulb, 10 MS Office Software, installment fees for 1 access point in the upstairs conference room, and shipping.

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: GC Concur _____ Recommend Denial _____ No Recommendation 1/4/12 Date



City of Washington

REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Philip Mobley, Director Parks and Recreation *pwm*
Date: January 9, 2012
Subject: Accept grant and Adopt Budget Ordinance Amendment
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that City Council accept a grant from the Mid East Commission Area Agency on Aging and Adopt budget Ordinance Amendment in the amount of \$1,000.

BACKGROUND AND FINDINGS:

The Grace Martin Harwell Senior Resource Center has been offered a one time grant, to the General Senior Center Operations, to be used within this FY 11-12 Budget. This donation comes with no match required.

City Staff Recommends acceptance of the Mid East Commission Area Agency on Aging of a one time amount of \$1,000.

PREVIOUS LEGISLATIVE ACTION

November 14, 2011 Acceptance of Mid East Commission Area Agency on Aging Grant

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

None

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: *(Signature)* Concur _____ Recommend Denial _____ No Recommendation 1/9/12 Date

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2011-2012**

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

Section 1. That the Estimated Revenues in the General Fund be increased in the amount of \$1,000 in the account, Mid-East Grant, account number 10-40-3621-3300.

Section 3. That account number 10-40-6123-4504, Mid-East Grant- Center Operations, Senior Programs portion of the General Fund appropriations budget be increased in the amount of \$1,000 to provide funds for Senior Center operations.

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

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

Adopted this the 9th day of January, 2012.

MAYOR

ATTEST:

CITY CLERK



City of Washington REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Philip Mobley, Director Parks and Recreation *pwm*
Date: Jan 9, 2012
Subject: Accept grant, Authorize 10% match and Adopt Budget Ordinance Amendment in the amount of \$4,598.
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that City council accept \$4,180 from Mid East Commission and Authorize a 10% (\$418) cash match and Adopt a Budget Ordinance Amendment in the amount of \$4,598.

BACKGROUND AND FINDINGS:

On December 5, 2011 the Mid East Commission Area Agency on Aging, who administers the City’s annual “Aging Grant” called Carolyne Everett, Supervisor of the Grace Martin Harwell Senior Resource Center to say additional monies had come to Beaufort County for Senior Center Operations and that the City of Washington was eligible for \$4,180 dollars for the remainder of FY11-12.

These grant dollars are like the monies the City accepted from the Mid East Commission Area Agency on Aging, at the November 14th 2011 City Council meeting. The matching 10% (\$418) would come from donated monies the center has collected from participants, so money is available from the budget to match this grant which would allow no negative impact on the Department budget.

City staff recommends acceptance of the Mid East Commission Area Agency on Aging monies and by using the donated 10% (418) match to receive 90% (\$4,180) which would be a productive idea for the Grace Martin Harwell Senior Resource Center.

PREVIOUS LEGISLATIVE ACTION

November 14, 2011 Acceptance of Mid East Commission Area Agency on Aging Grant

FISCAL IMPACT

Currently Budgeted Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

Budget Ordinance Amendment

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: *PM* Concur _____ Recommend Denial _____ No Recommendation 1/4/12 Date

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2011-2012**

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

Section 1. That the Estimated Revenues in the General Fund be increased in the amount of \$418 in the account, Contributions -Senior Center, account number 10-40-3612-8400.

Section 2. That the Estimated Revenues in the General Fund be increased in the amount of \$4,180 in the account, Mid-East Grant, account number 10-40-3621-3300.

Section 3. That account number 10-40-6123-4504, Mid-East Grant- Center Operations, Senior Programs portion of the General Fund appropriations budget be increased in the amount of \$4,598 to provide funds for Senior Center operations.

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

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

Adopted this the 9th day of January, 2012.

MAYOR

ATTEST:

CITY CLERK



City of Washington

REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: G.M. Reed, Chief of Police *MR*
Date: December 29, 2011
Subject: Award Officer Matthew Bailey his police shield and service weapon upon retirement.

Applicant Presentation: N/A
Staff Presentation: G.M. Reed, Chief of Police

RECOMMENDATION:

The purpose of this Council Action is to request that Officer Matthew Bailey be awarded his police shield and service weapon upon retirement on January 1, 2012.

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

BACKGROUND AND FINDINGS:

Officer Matthew Bailey began his employment with the City of Washington Police Department on August 23, 1999. On February 3, 2010; Officer Bailey sustained a work related injury that eventually lead him to be unable to completely perform his duties as a Police Officer. Officer Bailey will retire from the City of Washington, after 12 years of valuable service to its citizens, effective January 1, 2012. I would like to request that the City Council award to Officer Matthew Bailey his police shield and declare as surplus his service weapon a Glock Model #21, Serial #DDP526US to be awarded to him upon his retirement, effective January 1, 2012.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

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

City Attorney Review: _____ Date By: January 9, 2012 (if applicable)
Finance Dept Review: _____ Date By: Page 19 of 58 (if applicable)
City Manager Review: *MR* Concur _____ Recommend Denial _____ No Recommendation
1/4/12 Date

§ 20-187.2. Badges and service side arms of deceased or retiring members of State, city and county law-enforcement agencies; weapons of active members.

(a) Surviving spouses, or in the event such members die unsurvived by a spouse, surviving children of members of North Carolina State, city and county law-enforcement agencies killed in the line of duty or who are members of such agencies at the time of their deaths, and retiring members of such agencies shall receive upon request and at no cost to them, the badge worn or carried by such deceased or retiring member. The governing body of a law-enforcement agency may, in its discretion, also award to a retiring member or surviving relatives as provided herein, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon securing a permit as required by G.S. 14-402 et seq. or 14-409.1 et seq., or without such permit provided the weapon shall have been rendered incapable of being fired. Governing body shall mean for county and local alcohol beverage control officers, the county or local board of alcoholic control; for all other law-enforcement officers with jurisdiction limited to a municipality or town, the city or town council; for all other law-enforcement officers with countywide jurisdiction, the board of county commissioners; for all State law-enforcement officers, the head of the department.

(b) Active members of North Carolina State law-enforcement agencies, upon change of type of weapons, may purchase the weapon worn or carried by such member at a price which shall be the average yield to the State from the sale of similar weapons during the preceding year. (1971, c. 669; 1973, c. 1424; 1975, c. 44; 1977, c. 548; 1979, c. 882; 1987, c. 122.)



City of Washington

REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Matt Rauschenbach, C.F.O.
Date: January 3, 2012
Subject: Purchase Orders > \$20,000 Approval
Applicant Presentation: N/A
Staff Presentation: Matt Rauschenbach

RECOMMENDATION:

I move that City Council approve the attached purchase orders.

BACKGROUND AND FINDINGS:

Requisition #10535, TJ Marine Construction LLC, replace dinghy dock as per the RFP. Account 10-00-4400-5730. \$26,952

Requisition #10549, Burney & Burney Construction Co. \$51,344.81, Keys Landing Phase I Street & Utility Improvement. Account #51-60-4930-4510 (\$26,344.81 – Water improvements) & Account # 51-60-4930-4515 (\$25,000 – Sewer improvements)

Requisition #10579, The Soundside Group Inc., \$44,505.54, Exchange Upgrade Hardware (Server) with software, Account 10-00-4132-7400

Requisition #10590, Talbert & Bright, \$60,777, Engineering Services for Airport Layout Plan. Account # 37-90-4530-4513

Requisition # 10577, Asplundh Tree Expert Company, \$ 25,446.40, Trimming transmission line and other trimming as needed, Account # 35-90-8380-4501

PREVIOUS LEGISLATIVE ACTION

2011-2012 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: January 9, 2012 (if applicable)
 City Manager Review: Concur _____ Recommend _____ Denial _____ No Recommendation _____ Date 1/4/12

Requisition Form

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

Requisition #:10535
PO #: Not Assigned
User Name: Teresa Hamilton

Date: 12/07/2011
Approved By:
Approved Code: Awaiting Final Approval
Total Amount: \$26,952.00

T.J'S MARINE CONSTRUCTION LLC
P.O. BOX 125
PANTEGO, NC 27860

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

Vendor Instructions: Teresa Hamilton
Parks and Recreation
Waterfront Docks - Dinghy Dock
252-975-9367 ext 221

Hurricane Irene

Quantity	Description	Job Number	Unit Price	Extended
1	Replace Dinghy Dock as per the RFP		\$26,952.00	\$26,952.00
			Sub Total	\$26,952.00
			Total Tax	\$0.00
			Total	\$26,952.00

Account Number	Account Description	Amount	
10-00-4400-5730	HURRICANE IRENE EXPENSES	\$26,952.00	
		Total	\$26,952.00

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 #: 10549
PO #: Not Assigned
User Name: Jessica Selby

Date: 12/07/2011
Approved By: Jessica Selby
Approved Code: Awaiting Final Approval
Total Amount: \$51,344.81

BURNEY & BURNEY CONSTRUCTION CO.
PO BOX 340
GREENVILLE, NC 27834

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

Vendor Instructions: DO NOT MAIL
COMMUNITY DEVELOPMENT
JESSICA SELBY
2529759383

Quantity	Description	Job Number	Unit Price	Extended
1	KEYS LANDING PHASE I WASHINGTON KEYS LANDING SUBDIVISION PHASE 1 STREET & UTILITY IMPROVEMENT		\$25,000.00	\$25,000.00
1	WASHINGTON KEYS LANDING SUBDIVISION PHASE 1 STREET & UTILITY IMPROVEMENT		\$26,344.81	\$26,344.81
			Sub Total	\$51,344.81
			Total Tax	\$0.00
			Total	\$51,344.81

Account Number	Account Description	Amount
51-60-4930-4510	WATER IMPROVEMENTS-CITY	\$26,344.81
51-60-4930-4515	SEWER IMPROVEMENTS-CITY	\$25,000.00
Total		\$51,344.81

Requisition Approval History

Approval Date	Approval Description	Approved by	PO Number
12/7/2011	DEPT LEVEL APPROVAL	Jessica Selby	Not Assigned

This Requisition is awaiting Final PO Approval

Approval List

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

Requisition Form

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

Requisition #:10579
PO #: Not Assigned
User Name: David Carraway

Date: 12/14/2011
Approved By:
Approved Code: Awaiting Final Approval
Total Amount: \$44,505.54

THE SOUNDSIDE GROUP INC.
128 CYPRESS ROAD
MERRY HILL, NC 27957

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

Vendor Instructions: Please Give PO To David To EMail
Thanks

10-00-4132-7400 Capital Outlay
Exchange UpGrade

Quantity	Description	Job Number	Unit Price	Extended
1	Exchange UpGrade Hardware (Server) w/ software see Quote # 5925 from Soundside Group for details		\$44,505.54	\$44,505.54
Sub Total				\$44,505.54
Total Tax				\$0.00
Total				\$44,505.54

Account Number	Account Description	Amount
10-00-4132-7400	CAPITAL OUTLAY	\$44,505.54
Total		\$44,505.54

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 #:10590
PO #: Not Assigned
User Name: Mike Woodward

Date: 12/19/2011
Approved By: Allen Lewis
Approved Code: Awaiting Final Approval
Total Amount: \$60,777.00

TALBERT & BRIGHT
4810 SHELLEY DRIVE
WILMINGTON, NC 28405

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

Vendor Instructions:Public Works Department
Allen Lewis
252-975-9302
Do Not Mail

Quantity	Description	Job Number	Unit Price	Extended
1	Engineering Services for Airport Layout Plan		\$60,777.00	\$60,777.00
Sub Total				\$60,777.00
Total Tax				\$0.00
Total				\$60,777.00

Account Number	Account Description	Amount
37-90-4530-4513	VISION 100 GRANT	\$60,777.00
Total		\$60,777.00

Requisition Approval History

Approval Date	Approval Description	Approved by	PO Number
12/19/2011	DEPT LEVEL APPROVAL	Allen Lewis	Not Assigned

This Requisition is awaiting Final PO Approval

Approval List

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

Requisition Form

City Of Washington

P.O BOX 1988

WASHINGTON, NC 27889

Requisition #:10577
PO #: Not Assigned
User Name: Al Leggett

Date: 12/14/2011
Approved By: Keith Hardt
Approved Code: Awaiting Final Approval
Total Amount: \$25,446.40

ASPLUNDH TREE EXPERT COMPANY
708 BLAIR MILL ROAD
WILLOW GROVE, PA 19090

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

Vendor Instructions:Electric T&D
Al Leggett
9759315

Quantity	Description	Job Number	Unit Price	Extended
1	Trimming transmission line and other trimming as needed.		\$25,446.40	\$25,446.40
Sub Total				\$25,446.40
Total Tax				\$0.00
Total				\$25,446.40

Account Number	Account Description	Amount
35-90-8380-4501	CONTRACT SERVICE-TREE TRIMMING	\$25,446.40
Total		\$25,446.40

Requisition Approval History

Approval Date	Approval Description	Approved by	PO Number
12/14/2011	DEPT LEVEL APPROVAL	Keith Hardt	Not Assigned

This Requisition is awaiting Final PO Approval

Approval List

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



City of Washington

REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: John Rodman, Planning and Development
Date: December 29, 2011
Subject: Adopt the Resolution ordering the closure and abandonment of a portion of East Main Street and right-of-way
Applicant Presentation: N/A
Staff Presentation: John Rodman, Planning and Development

RECOMMENDATION:

I move that the City Council accept the recommendation of the Planning Board and adopt the Resolution Ordering the Closure and Abandonment of a portion of East Main Street and right-of-way that intersects a portion of Park Drive as shown on the attached survey map.

BACKGROUND AND FINDINGS:

The Washington City Council adopted a Resolution of Intent to close a portion of East Main Street that is adjacent to Havens Gardens and Norfolk Southern Railroad and intersects with Park Drive on November 14, 2011. A map has been prepared by Mr. H.C. Harris Jr. and is attached. A public hearing was scheduled for January 9, 2012. The Resolution of Intent has been published four consecutive weeks in the local newspaper. In addition adjoining property owners have been notified and the Resolution of Intent posted at each end of the right-of-way.

PREVIOUS LEGISLATIVE ACTION

Planning Board – October 25, 2011, November 28, 2011
City Council – November 14, 2011

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

Resolution, Map

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: JR 58 Recommend Denial
_____ No Recommendation 1/4/12 Date

**A RESOLUTION ORDERING THE CLOSURE AND ABANDONMENT
OF A PORTION OF EAST MAIN STREET AND RIGHT OF WAY**

WHEREAS, on the 14th day of November, 2011, the City Council (Council) of the City of Washington, North Carolina (City) directed the City Clerk (Clerk) to publish a Resolution Declaring the Intent of the City of Washington to Consider Closing and Abandoning a Portion of East Main Street and Right-of-Way (Resolution of Intent) in the Washington Daily News once each week for four successive weeks. Said Resolution of Intent advised the public that a public hearing would be conducted at 6:00 p.m. on the 9th day of January, 2012 in the Council Chambers to consider the matter.

WHEREAS, said portion of East Main Street and right-of-way (Abandoned Portion of East Main Street and Right-of-Way) under consideration to be closed and abandoned is more particularly described as follows.

ALL of that area labeled “Abandoned Portion of East Main Street and Right-of-Way” as shown on that survey for the City of Washington by H.C. Harris, Jr. dated September 22, 2011 and recorded in Plat Cabinet ____, Slide ____, Beaufort County Registry, to which reference is herein made for a more complete and accurate description.

WHEREAS, on the 14th day of November, 2011, the Council also directed the Clerk to provide, by registered or certified mail, a copy of the Resolution of Intent to all persons who own property that abuts said Abandoned Portion of East Main Street and Right-of-Way, as shown on the county tax records.

WHEREAS, the Clerk has advised the Council that she sent letters to Matthew Jones as well as Jeff George of Norfolk Southern Railway Company and Vaughn Edwin Goodlin, Jr. as well as Sue C. Goodlin by registered or certified mail advising them of the day, time and place of the public hearing; enclosing a copy of the Resolution of Intent; and advising them that the question as to closing said Abandoned Portion of East Main Street and Right-of-Way would be acted upon. It should be noted that the City believes Norfolk Southern Railway Company owns, but Norfolk Southern Railway Company may actually only possess a right-of-way interest in, property abutting a part of the Abandoned Portion of East Main Street and Right-of-Way. It should also be noted that Vaughn Edwin Goodlin, Jr. and Sue C. Goodlin own property that adjoins East Main Street, but Vaughn Edwin Goodlin, Jr. and Sue C. Goodlin do not own property that directly abuts part of the Abandoned Portion of East Main Street and Right-of-Way.

WHEREAS, the Clerk has advised the Council that adequate notices were posted on the Abandoned Portion of East Main Street and Right-of-Way as required by North Carolina General Statute § 160A-299.

WHEREAS, the Council has provided a full and complete opportunity for all interested persons to appear and register any objections that they might have with respect to the potential closure and abandonment of the Abandoned Portion of East Main Street and Right-of-Way during the public hearing held on the 9th day of January, 2012.

WHEREAS, after a full and complete consideration of the matter, it now appears to the satisfaction of the Council that the closure and abandonment of said Abandoned Portion of East Main Street and Right-of-Way is not detrimental to the property rights of any individual or contrary to the public interest, and that no person who owns property that abuts or is in the vicinity of the Abandoned Portion of East Main Street and Right-of-Way will be deprived of a reasonable means of ingress and egress to their property as a result of said closure and abandonment.

NOW THEREFORE BE IT RESOLVED, said Abandoned Portion of East Main Street and Right-of-Way is hereby ordered closed and abandoned, and all right, title and interest that may be vested in the public to said area for street purposes shall be conclusively presumed to be vested in those persons or entities owning lots or parcels of land adjacent thereto in accordance with the provisions of North Carolina General Statute § 160A-299.

The Clerk is hereby ordered and directed to file in the Office of the Register of Deeds of Beaufort County a certified copy of this Resolution and Order.

Adopted this the __9th__ day of __January__, 2012.

ATTEST:

N. Archie Jennings, III
Mayor

Cynthia S. Bennett
City Clerk

**NORTH CAROLINA
BEAUFORT COUNTY**

I hereby certify that the foregoing is a true and accurate copy of a Resolution duly adopted by the City Council of the City of Washington, North Carolina, at a meeting held on January 9, 2012 at 6:00 o'clock (p.m.) at the City Hall in the City of Washington.

IN WITNESS WHEREOF, I have hereunto set my hand and have caused the official corporate seal of said City to be affixed hereto, this the ____ day of _____, 2011.

CYNTHIA S. BENNETT, CITY CLERK

**NORTH CAROLINA
BEAUFORT COUNTY**

I, _____, a Notary Public of the State and County aforesaid, certify that CYNTHIA S. BENNETT personally appeared before me this day and acknowledged that she is the City Clerk of the **CITY OF WASHINGTON**, a North Carolina municipal corporation, and by authority duly given and as an act of the corporation, acknowledged the foregoing certification, for the purposes therein expressed.

WITNESS my hand and official seal, this the ____ day of _____, 2011.

NOTARY PUBLIC

My Commission expires: _____.



City of Washington REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: John Rodman, Planning & Development
Date: January 3, 2012
Subject: Public Hearing: Adopt annexation ordinance to extend the City of Washington corporate limits for non-contiguous property owned by Boddie-Noell.
Applicant Presentation: Boddie-Noell Enterprises
Staff Presentation: John Rodman

RECOMMENDATION:

Hold public hearing to consider the adoption of the annexation ordinance to extend the City of Washington corporate limits for the non-contiguous annexation of the Boddie-Noell property located on US Hwy 264 West and containing 2.55 acres.

BACKGROUND AND FINDINGS:

At the November 28, 2011 City Council Meeting, Council adopted a resolution calling for a public hearing on the request for an annexation of the non-contiguous property currently owned by Herbert A. Perry. The property is located on US Hwy 264 West and contains 2.55 acres.

After the public hearing if Council desires to proceed with the annexation the attached ordinance needs to be adopted that will place the property inside the city limits effective March 1, 2012.

PREVIOUS LEGISLATIVE ACTION

Investigated Petition – November 14, 2011

Set Public Hearing – November 28, 2011

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

Attached map, legal description & annexation ordinance

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: JC Concur, 2012 Recommend Denial
No Recommendation 1/4/12 Date

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE
CITY OF WASHINGTON, NORTH CAROLINA**

WHEREAS, the Washington City Council has been petitioned under G.S. 160A-31 to annex the area described below; and

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

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question on of this annexation was 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, January 9, 2012, after due notice by the Washington Daily News on December 29, 2011 & January 10, 2012;

WHEREAS, the Washington City Council finds that the area described herein meets the standards of G.S. 160A-31;

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

Section 1. By the virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the City of Washington as of March 1, 2012:

Being all of that tract of land noted on that survey "Boddie-Noell Enterprises, Inc." by AES Consulting Engineers dated September 14, 2011 and being located in Washington Township, Beaufort County North Carolina and being more particularly described as follows;

Beginning at a Point of Beginning, an iron pipe found, which is on the south side right-of-way line for "West 5th Street", US Route 264 and is the northwest corner of the land standing in the name of Alton L. Griffin and Judy Griffin, whose Northing is 672674.374 and whose Easting is 2566779.356 (NAD 83 SPCS NC 3200); Thence a bearing of S 48 05 42 W a distance of 301.40 feet along the western boundary of said land and the western boundary line of the land standing in the name of Randy Martin Howard & Mildred Jacobs Howard to an iron pipe found, said line intersecting with the north side of the 60' perpetual easement of right-of-way for "P and G Lane", Thence a bearing of N 41 38 53 W a distance of 370.29 feet, along the north side of said right-of-way and the northern boundary line of the land standing in the name of Herbert A. Perry, to an iron pipe found; Thence a bearing of N 48 06 37 E a distance of 299.76 feet along the eastern boundary line of the land standing in the name of Belvue Properties LLC and the eastern boundary line of the land standing in the name of Taylor Oil Company, to a bent iron pipe found, said line intersecting with the south side of the right-of-way for "West 5th Street", US Route 264; Thence a bearing of S 41 54 06 E a distance of 370.20 feet along the southern right-of-way line of said road to an iron pipe found, Point of Beginning.

Together with and subject to covenants, easements, and restrictions of record.

Said property contains 2.55 acres more or less.

Section 2. Upon and after March 1, 2012, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Washington and shall be entitled to the same privileges and benefits as other parts of the City of Washington. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Washington shall cause to be recorded in the office of the Register of Deeds of Beaufort County, and in the office of the Secretary of the State in Raleigh, North Carolina, an accurate map of the annexed property, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections, as required by G.S. 163-288.1.

Adopted this ____9th____ day of __January__, 2012.

N. Archie Jennings, Mayor

ATTEST:

APPROVED AS TO FORM:

Cynthia S. Bennett, Clerk

City Attorney

Annexation #11-A-01
Boddie-Noell Enterprises Inc

WEST 5TH STREET
U.S. RT. #264

EDGE OF PAVEMENT (TYP)

CONCRETE CURB & GUTTER (TYP)

CONCRETE APRON

IPF BENT

S41°54'06"E 370.20'

IRON PIPE FOUND
N 672674.374 FT.
E 2566779.356 FT.
MAD 83(SPCS NC 3200)

5667-62-3030
N/F
OIL COMPANY
WASHINGTON NC
084, PG. 0481
SLIDE 74-6
SLIDE 78-10

CONCRETE CURB (TYP)

EDGE OF PAVEMENT (TYP)

CAP WASH

178.78'

GPIN# 5667-62-757
N/F
ALTON L. GRIFFIN &
JUDY GRIFFIN
D.B. 1681, PG. 746
PC H SLIDE 35-3

PROPOSED PARCEL

111,289 S.F.
2.55 AC.

S48°05'42"W 301.40'

160.81'

WOOD FENCE

CHAIN LINK FENCE (TYP)

GPIN# 5667-62-648
N/F
RANDY MARTIN HOWARD
MILDRED JACOBS HOWARD
D.B. 1563, PG. 962
PC H SLIDE 35-3

IPF

140.59'

PROPOSED PROPERTY LINE

199.94'

GPIN# 5667-62-2887
N/F
BELVUE PROPERTIES LLC
D.B. 1431, PG. 0699
PC E SLIDE 78-10

1290 FT.
1390 FT.
CS NC 3200)

N48°06'37"E 299.76'

121.08'

15' DRAINAGE EASEMENT
PC E SLIDE 78-10

S41°53'23"E 197.44'

N41°38'53"W 370.29'

EDGE OF PAVED & GRAVEL ROAD (TYP)

P AND G LANE
60' PRIVATE RW

S4

GRAVEL ENTRANCE

GRAVEL ENTRANCE

N42°11'26"W 374.52'

IBF BENT

CHAIN LINK FENCE (TYP)

60' PERPETUAL EASEMENT OF PRIVATE RIGHT-OF-WAY
D.B. 754, PG. 247

January 9, 2012
Page 35 of 58

Metes and Bounds description of parcel

Proposed Parcel from GPIN#5667-62-5639

Beginning at a Point of Beginning, an iron pipe found, which is on the south side right-of-way line for "West 5th Street", U.S. Route 264 and is the northwest corner of the land standing in the name of Alton L. Griffin and Judy Griffin, whose Northing is 672674.374 and whose Easting is 2566779.356 (NAD 83 SPCS NC 3200); Thence a bearing of S 48-05-42 W a distance of 301.40 feet along the western boundary of said land and the western boundary line of the land standing in the name of Randy Martin Howard & Mildred Jacobs Howard to an iron pipe found, said line intersecting with the north side of the 60' perpetual easement of right-of-way for "P and G Lane"; Thence a bearing of N 41-38-53 W a distance of 370.29 feet, along the north side of said right-of-way and the northern boundary line of the land standing in the name of Herbert A. Perry, to an iron pipe found; Thence a bearing of N 48-06-37 E a distance of 299.76 feet along the eastern boundary line of the land standing in the name of Belvue Properties LLC and the eastern boundary line of the land standing in the name of Taylor Oil Company, to a bent iron pipe found, said line intersecting with the south side of the right-of-way for "West 5th Street", U.S. Route 264; Thence a bearing of S 41-54-06 E a distance of 370.20 feet along the southern right-of-way line of said road to an iron pipe found, the Point of Beginning.

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& ASSOCIATES, CPAs, P.A.

City of Washington
2011 Audited Financial Statements

Audit Highlights

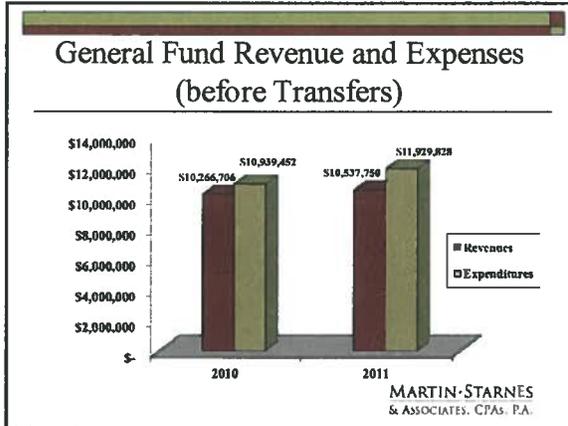
- Unqualified opinion
- No significant deficiencies or material weaknesses in internal control
- Cooperative staff

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& ASSOCIATES, CPAs, P.A.

Audit Process

- Planning and Risk Assessment
- Interim Procedures
- Final Procedures
- Year Around Process

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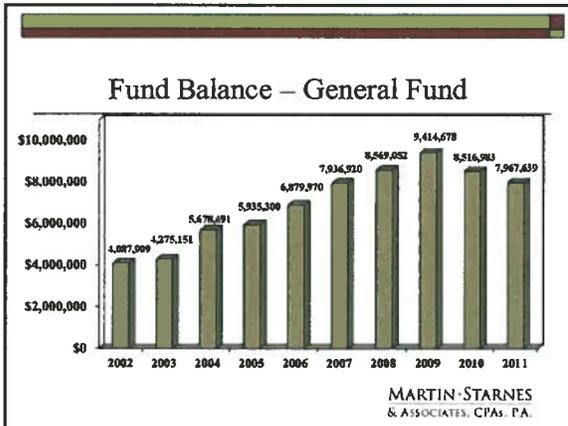
Fund Balance

- Serves as a measure of the City's financial resources available.
 - Assets - Liabilities = Fund Balance

5 Classifications:

- **Non spendable** - not in cash form
- **Restricted** - external restrictions (laws, grantors)
- **Committed** - internal constraints at the highest (Board) level-do not expire, require Board action to undo
- **Assigned** - internal constraints, lower level than committed
- **Unassigned** - no external or internal constraints

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& 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.

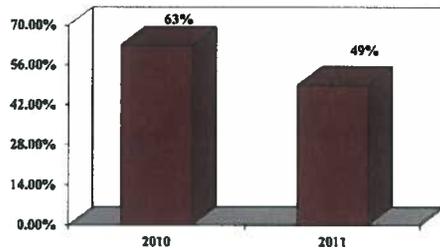
MARTIN-STARNES
& ASSOCIATES, CPAs, P.A.

Fund Balance Position-General Fund

□ Total Fund Balance	\$ 7,967,639
Non spendable	- 97,932
Stabilization by State Statute	- 2,068,715
□ Available Fund Balance	\$ 5,800,992
□ Available Fund Balance 2010	\$ 6,945,094
□ Decrease in Available FB	\$ 1,144,102

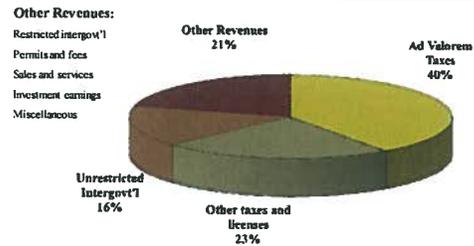
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Available Fund Balance as a Percent of Expenditures – General Fund



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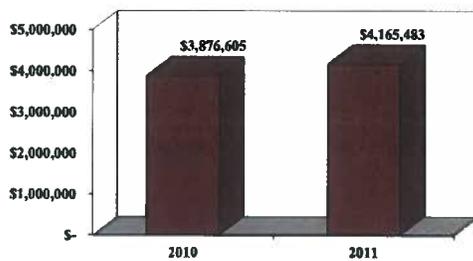
Top 3 Revenues: General Fund



Top 3 comprise \$8,264,641 (78%) of revenues

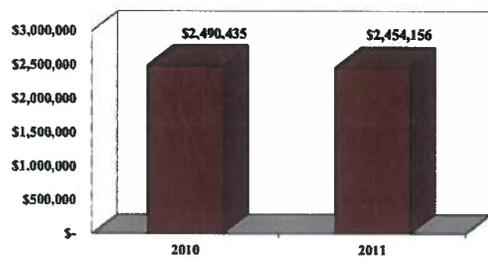
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Ad Valorem Taxes

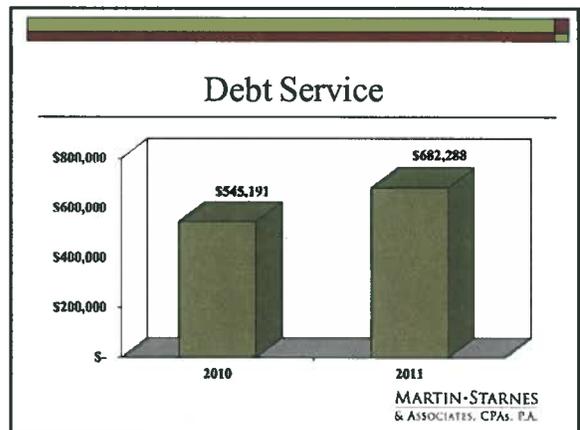
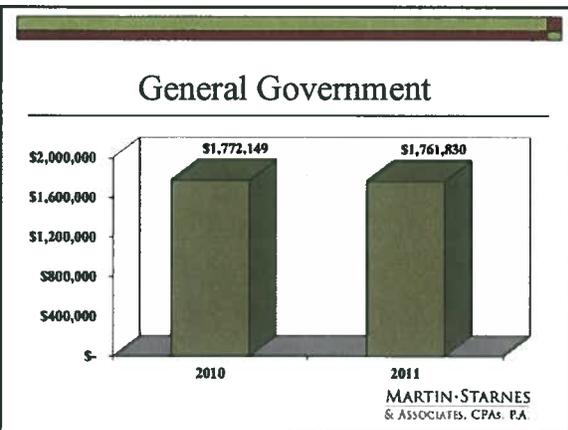
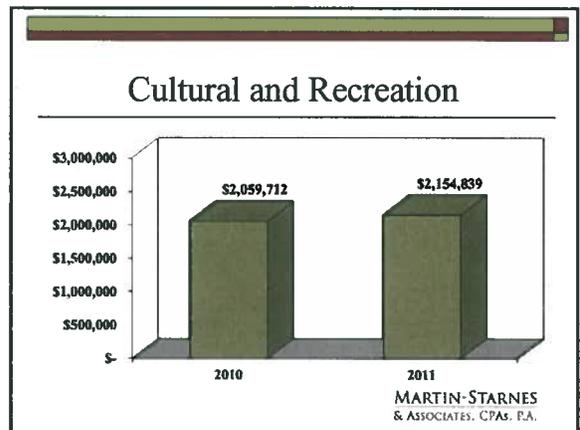
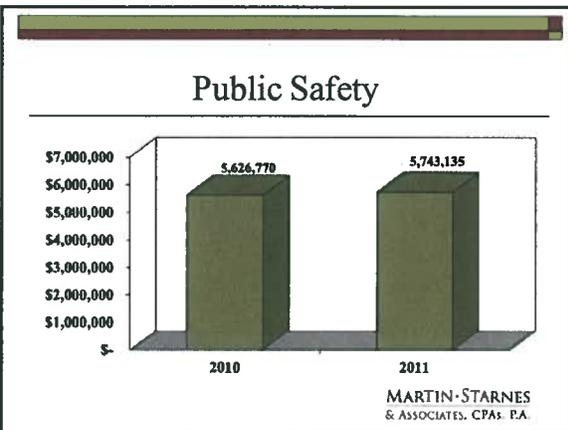
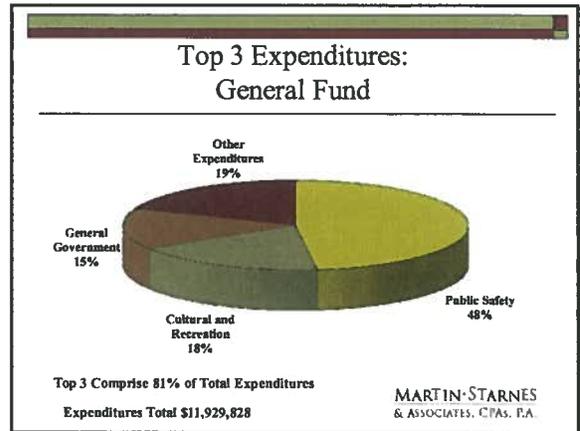
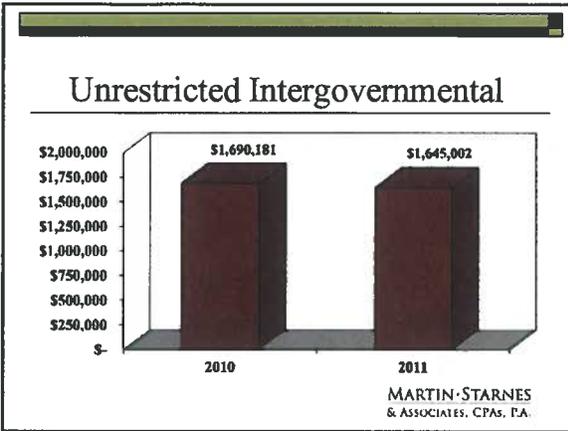


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Other Taxes and Licenses



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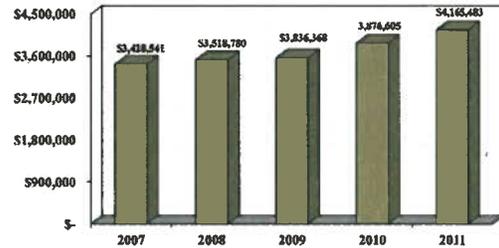


Other Governmental Funds

✓ Total Revenues 2011	\$ 487,800
✓ Total Expenditures 2011	731,006
✓ Other Financing Sources	326,391
✓ Net Change in Fund Balance	83,185
✓ Ending Fund Balance	1,600,930

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



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Enterprise Funds Operating Income (Loss) Modified Accrual

	Water	Sewer	Electric	Storm water Utility	Nonmajor
Income (Loss)	\$708,906	\$244,108	\$2,380,569	\$ 58,798	\$(114,131)
Transfers Out	(28,990)	(70,000)	(1,048,150)	-	-
Income (Loss) Before					
Incoming Transfers	679,916	174,108	1,332,419	58,798	(114,131)
Debt Issued	-	-	888,000	-	-
Transfers In	2,700	-	-	-	195,575
Total	2,700	-	888,000	-	195,575
Total Income (Loss)	\$682,616	\$174,108	\$2,220,419	\$ 58,798	\$ 81,444

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& ASSOCIATES, CPAs, P.A.

Enterprise Funds Available Resources for Future Obligations June 30, 2011

	Water	Sewer	Electric	Storm water Utility	Nonmajor
Unrestricted Cash and Investments	\$ 1,470,185	\$ 1,965,254	\$ 4,930,262	\$ 372,118	\$ 742,100
Accounts Receivable/Due from	450,120	421,133	5,143,527	62,280	728,927
Available resources	1,920,305	2,386,387	10,073,789	434,398	1,471,027
Current Liabilities	492,377	583,156	4,481,701	285,895	201,712
Total Available for non-current obligations	\$ 1,427,928	\$ 1,803,231	\$ 5,592,088	\$ 148,503	\$ 1,269,315
Annual Operating Expenses Cash Flow	\$ 2,432,793	\$ 2,858,918	\$ 37,337,731	\$ 518,381	\$ 1,871,418
2011 Available resources as a % of expend Res	62%	67%	19%	10%	37%
2010 Available resources as a % of expend Res	39%	52%	12%	114%	29%
Total General Fund fund balance as a % of General Fund expenditures is 67%					

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Discussion & Questions

City of Washington 2011

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

Memo to: Bianca Gentile
From: Judy Siegel
Re: Information for the Council Meeting
Date: January 2, 2012

Happy New Year!!!!!!

Attached please find a summary of the structure for the redevelopment of the Hotel Louise and the Belk Building for senior housing. I would appreciate it if you would include this in the packet you are preparing for the Council meeting on the 9th of January.

Proposed Project:

These two historic buildings will be restored into 59 one and two bedroom apartments for elderly persons (62 and over) who are on fixed incomes (i.e. social security, pensions, etc.). Common space will include an attractively furnished lobby on the ground floor along with a resident lounge, a library, a computer center and a fitness area. There will be 30 parking spaces.

Rents for the apartments will be approximately \$500 per month. We anticipate that some of the apartments will be eligible for rental assistance through the local Housing Authority. This depends on the availability of housing choice vouchers, however Landex estimates 15 vouchers.

Financial Structure:

Total redevelopment costs for the proposed historic redevelopment are estimate at approximately \$10,000,000. The redevelopment will be contingent upon receipt of financing from the sources described below and included in Table 1. Since several of these sources are highly competitive, there is no assurance that the redevelopment will be funded on the first try; frequently, such requests need to be submitted more than once.

- The first mortgage will be a conventional loan credit enhanced by Federal Housing Administration (FHA) in the amount of approximately \$190,000.
- Private equity will be raised from the sale of federal and state historic credits as well as Low Income Housing Tax Credits in the approximately amount of \$8,460,000.
- Receipt of a CDBG loan via the City of Washington in the approximately amount of \$250,000. This loan will be funded by the Department of Commerce's Catalyst Program.
- Receipt of funds from NCHFA from its Rental Housing Production Program in the approximately amount of \$600,000. This Program is available to projects that receive tax credits. .
- Receipt of a Direct Subsidy Loan from the Federal Home Loan Bank of Atlanta in the approximately amount of \$500,000.
- Funding infrastructure improvements by the City of Washington in the approximate amount of \$75,000;

Funding sources	Process; competitive or noncompetitive?	Amount
FHA First Mortgage	Noncompetitive	\$190,000
LIHTC	Highly competitive; initial applications due January 27; if project passes Phase I, then Phase II is due in May, awards are made in August	\$8,460,000
CDBG Grant	Competitive; applications due April 30, notification typically prior to the end of the fiscal year (Sept 30)	\$250,000
NCHFA	Competitive; no application necessary; included in the LIHTC application. If LIHTC application is funded, then RHPP funds can be available.	\$600,000
Federal Home Loan Bank of Atlanta	Competitive; typically round is in June	\$500,000
City of Washington	Infrastructure improvements	\$75,000

Employment:

It is anticipated that the development will create approximately 75 construction jobs and will employ 2-3 permanent staff positions.

Ownership Entity

It is anticipated that the ownership entity will be a limited liability corporation whose members will include Landex Development and a non-profit affiliate of the Washington Housing Authority. The LLC will accept an investor member that will provide the equity portion of the financing.

Management:

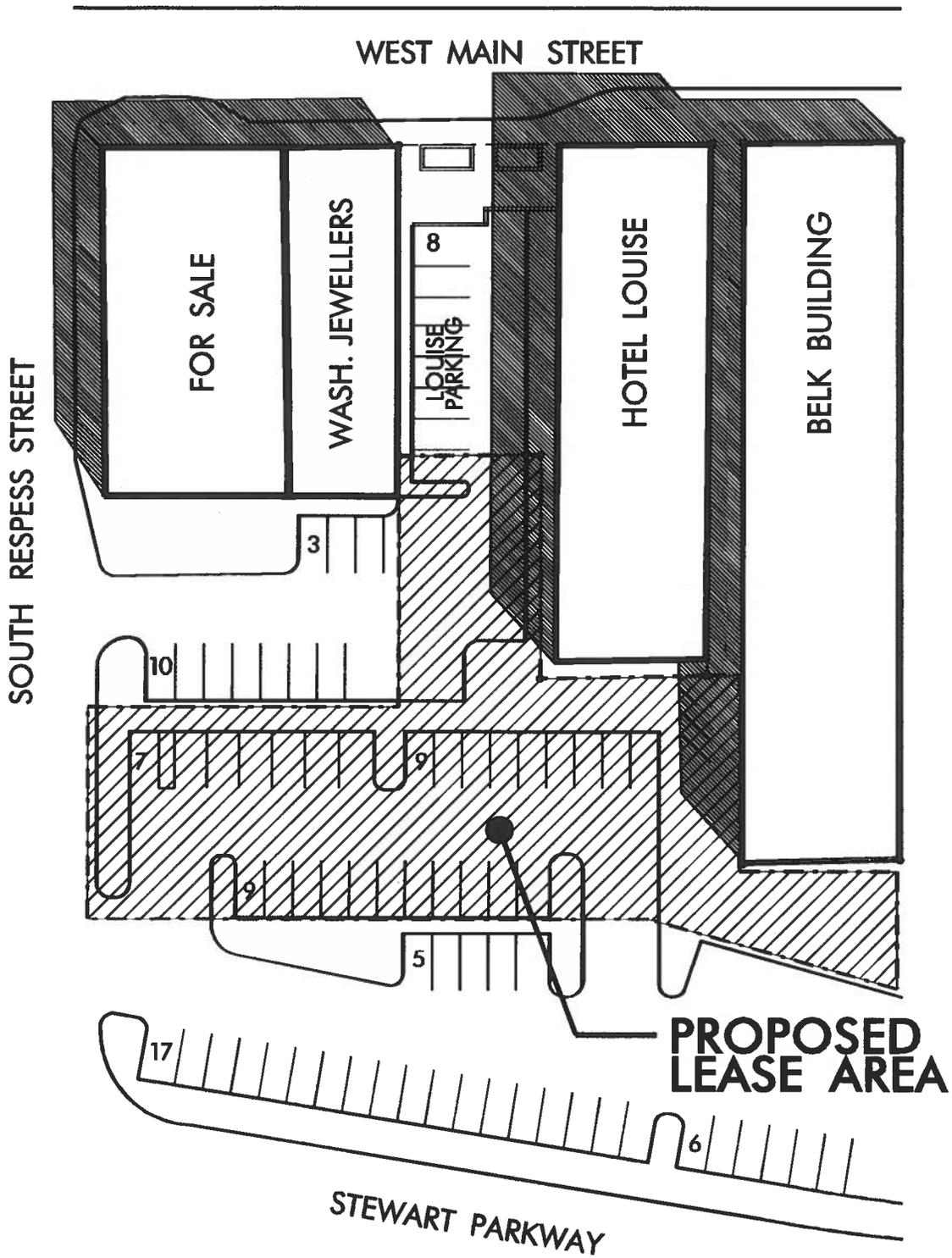
Landex Management LLC will be the management agent. The managing member of Landex Management LLC is Winn Residential, a nationally recognized and award winning property management company formed in 1971 that manages more than 100,000 units of multi-family housing. The Community Manager and the maintenance staff will be local Beaufort County residents.

Other Requirements

To be considered for financing from NCHFA, the City of Washington will have to strongly support the project and will have to certify that this project is an important component of the City's on going initiative to redevelopment the waterfront.

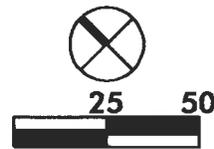
SOURCES AND APPLICATIONS OF FUNDS - Post construction

	Total	Capitalize	Funded Expenses	Non-Amortize
Tax Credit Equity	6,577,382			
Construction Loan (1st Mtg)	0			
First Mortgage	190,000			
Interest Earned on Invested Bond Proceeds	0			
Bank/Seller Note	0			
HTC Equity	1,889,834			
GAP	1,385,171			
Deferred Development Fee	0			
Accrued Interest on PHFA loan	0			
TOTAL SOURCES:	10,042,387			
Assumed Construction Costs	1,150,000	0		1,150,000
Residential Component	6,000,000	6,000,000		0
Construction Contingency	600,000	600,000		0
Architect's Design Fee	300,000	300,000		
Accounting	15,000	15,000		
Legal	60 80,000	0	53,333	26,667
Civil Engineering	24,000	24,000		0
Appraisal	7,500	7,500		
Market Study	10,000	10,000		
Environmental Report	10,000	10,000		
Permits/Other Fees	50,000	50,000		
Construction Interest - Other	246,920	0	246,920	
Construction Interest	12,784	12,784		0
Other	0	0		0
Insurance Premium/RE Taxes	57,525	57,525		0
Title and Recording	180 50,000	50,000		0
Financing Fees (Soft Cost Contingency)	180 37,922	0	37,922	
Financing Fees	180 6,650	0	6,650	
Financing Fees LIHTC	88,457	0	88,457	
Marketing and Rent-Up Reserve (Wkg Cap)	99,598	0		99,598
RFR Deposit	20,650	0		20,650
Operating Reserve	180 378,882	0	0	378,882
Developer Fee	737,500	737,500		
Homeownership Matching Fund	0	0		0
Human Capital Funds	59,000			
	10,042,387	7,874,309	433,282	1,675,796
	(0)			



HOTEL LOUISE – Land Lease

■ Date: 12.28.11
 ■ Job No: 0000
 January 20, 2012
 Page 45 of 58



Load Management Device Installation Report

Project Start Date : October 2010

	November 2011	Project to Date
Total Load Management Device Installations	60	1035
Total Accounts Added with Load Management	52	798
Appliances Control Installations		
Air Conditioner / Heat Pump	47	834
Auxiliary Heat Strip	14	377
Electric Furnace	17	181
Water Heater	44	632
Load Management Device Expenses		\$66,550
Contractor Expenses	\$34,540	\$109,495
	Total	\$176,045
Load Management Devices Remaining in Stock	465	



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 October Monday January 9, 2012 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

Ms. Corbett, PNS/DREAM Camp Coordinator presented a flyer for the Halloween & Spooktacular Decorating Contest – event to be held on October 28, 2011 from 5:30 pm-8:30 pm at Havens Gardens.

Update – Multicultural Festival Event

Board member Castro was absent and Chairman O'Pharrow distributed the Multicultural Festival Volunteers Spreadsheet. The Board will receive an overview at the December 13, 2011 meeting.

Report – Visit with Mr. Juvencio Rocha Peralta

Board member Barr requested placing this report on hold until former Chairwoman Roberson would be available to give an update.

Reschedule – November 8, 2011 meeting

Vice Chairwoman Cherry advised that the Immigration Action Roundtable has been scheduled for November 15, 2011. The Board agreed that 10-15 individuals should make up the Roundtable discussion and that it would be opened to the public.

Report – Domestic Violence

Board member Barr noted a meeting has been scheduled with Mr. Kelvin Johnson representing St. Peter's Episcopal Church. There are a lot of unresolved issues which will take quite a bit of time to sort through. Board member Barr cited some of the unresolved issues and stated Ms. Roberson will update the Board at the December 13, 2011 meeting.

Chair O'Pharrow voiced keeping the HRC Board in the loop as we would hate to lose the tentative funding of approximately \$50,000-\$100,000 as mentioned by Board member Davis during the September meeting.

Discuss – All reminders

At the request of Chair O'Pharrow, Chief Reed provided an update on Gang Prevention Activities.



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Immigration Action Roundtable Synopsis:

- Accidents/Hit & Run
- Living arrangements
- How do we know who does and doesn't have proper documentation?
- Immigrants aren't taking advantage of housing assistance for which they qualify
- Housing Assistance – available to all citizens but we have an issue of trust/eligibility (it is believed that the level of trust between government assistance agencies and immigrants is insufficient)
- Language/dialogue barriers and cultural differences impede progress in making immigrants aware of available help
- Are housing occupancy laws being enforced?
- Law enforcement side/lack of communication, unreported issues because of lack of trust & cultural differences
- Undocumented persons cannot obtain valid NC-issued identification; therefore, law enforcement cannot verify stated identification
- Immigrants don't understand the process and are fearful to report criminal activity. Immigrants need to establish a pictured ID (driver License) in a lot of cases they are falling through the system
- Flaws in the system – prosecution should be the same everywhere
- How to get the Hispanic population into the library? Immigrants are not using the public library, although Spanish-language materials are available for them
- Library needs Spanish-speaking volunteers
- Newcomers don't understand library policies and information should be made available in forms immigrants can understand
- Documentation and the correlation between illegal's and human trafficking (people are unaware of the difference between smuggling and human trafficking and the high number of victims of human trafficking)

- Realization that they are human beings too and should be accepted (learn more about all the cultures represented in the area and appreciate the differences)
- 'Browning and Branding of America'
- Access to emergency services – no local 911 operators speak Spanish
- Population of our college students – what about immigrants who are here to attend college
- Students who were brought into this country without documentation should be allowed to attend institutions of higher education
- Will he/she be treated differently because he/she looks Hispanic
- Enlighten through churches (talk to members and share how to volunteer at the Library)
- Not receiving the help they need in Beaufort County



HUMAN RELATIONS COUNCIL

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- To encourage citizens to live and work together in harmony and mutual respect

Update – Multicultural Festival Event

Board member Castro reported the Multicultural Festival was a huge success. Approximately 250+ attended this event with 90-100 kids in the play area. There was a great mix in diversification including people in attendance from Germany and Russia that had moved into our community. Interested parties are calling inquiring if a date has been set for next year. The Arts Council has requested moving forth with scheduling a date for next year. Chairman O'Pharrow requested a written report on funding for the Human Relations Council records and suggested tabling the vote until January 10, 2012.

Report – Visit with Mr. Juvencio Rocha Peralta

Board member Barr stated the meeting has not come to fruition as Mr. Peralta's schedule is very busy and hopefully can schedule a meeting during 2012.

Report – Domestic Violence

Board member Barr confirmed a meeting with Mr. Recko. Mr. Recko has a tentative meeting schedule with Ruth's House representatives. The gentleman that wishes to make a one-time gift in the range of \$50,000-\$100,000 plans to be in Washington during the month of January. Hopefully, a meeting can be scheduled with all interested parties.

Discuss – Immigration Action Roundtable Discussion

Human Relations Council is interested in pursuing the development of a list of interpreters at Brown Library in the service of Spanish speaking patrons.

Discuss – Ed Peed Commemoration

Council Liaison Pitt and Chief Rose will get together the first of the year to schedule the ceremony.



City of Washington REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Robbie Rose, Fire Chief *RR*
Date: January 3, 2012
Subject: Fireman's Relief Fund Appointments
Applicant Presentation: N/A
Staff Presentation:

RECOMMENDATION:

I move that the City Council reappoint Charles M. Alligood Jr. as the Fire Department designated appointee, and reappoint Raymond Williams as the City Council designated appointees to the Local Fireman's Relief Fund Board for a new term of two years to expire in January 2014.

BACKGROUND AND FINDINGS:

The purpose of this agenda item is to consider reappointment of Charles M. Alligood Jr. (Fire Department Appointee) and reappointment of Raymond Williams (City Council Appointee) by the City Council to the Local Fireman's Relief Fund Board. Both of these current appointments expire January 2012.

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: *RR* Concur _____ Recommend Denial _____ No Recommendation 1/4/12 Date



City of Washington

REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Cynthia S. Bennett, City Clerk 
Date: January 2, 2012
Subject: Appointments of Council Liaisons
Applicant Presentation: N/A
Staff Presentation: N/A

RECOMMENDATION:

I move that the City Council appoint liaisons to the various Boards and Commissions

BACKGROUND AND FINDINGS:

**COUNCIL LIAISONS and/or APPOINTMENTS for
BOARDS AND COMMISSIONS
Effective December 2009**

Planning Board	Ed Moultrie
Board of Adjustment	Gil Davis
Historic Preservation	Archie Jennings
Library Board	Bobby Roberson
Housing Authority	Ed Moultrie
Recreation Commission	Gil Davis
Tourism Development Authority	Bobby Roberson*
Economic Development Commission	Archie Jennings*
Washington Harbor District Alliance	Bobby Roberson*
Human Relations Council	William Pitt
Electric Utilities Advisory Commission	William Pitt
Airport Advisory Committee	Doug Mercer

*Indicates a Voting Seat

PREVIOUS LEGISLATIVE ACTION

N/A

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

City Attorney Review: _____ Date By: ^{January 9, 2012} _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: _____ Concur _____ Recommend Denial _____ No Recommendation _____ Date



City of Washington

REQUEST FOR CITY COUNCIL ACTION

To: Mayor Jennings & Members of the City Council
From: Joshua Kay, City Manager
Date: January 9, 2012
Subject: Chapter 4: Animals of the City Code of the City of Washington
Applicant Presentation:
Staff Presentation:

RECOMMENDATION:

I move that City Council amend Chapter 4: Animals, Article II, Section 4-52(c) of the City of Washington City Code as presented and authorize the City of Washington Police Department and the Beaufort County Animal Control to enforce the ordinance throughout the City of Washington.

BACKGROUND AND FINDINGS:

Staff was directed by City Council to research and provide a recommendation for action concerning the feeding of feral cats in downtown. Attached is a report compiled by Chief Reed and his staff concerning this matter.

It is staff's recommendation that City Council amend Chapter 4: Animals of the City of Washington City Code in order to decriminalize any penalties and further authorize the City of Washington Police Department and the Beaufort County Animal Control Officers to enforce Chapter 4 of the City of Washington Code in the City of Washington.

PREVIOUS LEGISLATIVE ACTION

None

FISCAL IMPACT

Currently Budgeted Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

1. Memorandum from Chief Reed with Washington Police Department's findings and recommendations
2. Ordinance to amend Chapter 4, Article II, Section 4-52 (c) of the City Code for the City of Washington

City Attorney Review: _____ Date By: _____ (if applicable)
Finance Dept Review: _____ Date By: _____ (if applicable)
City Manager Review: JK Concur _____ Recommend Denial
 _____ No Recommendation 1/9/12 Date

AN ORDINANCE TO AMEND CHAPTER 4, ARTICLE II: DOGS AND CATS

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

Section 1. That Section 4-52, Penalties, is hereby amended by deleting subsection (c) in its entirety:

Section 4-52 (c) Any violation of this article may be prosecuted as a misdemeanor in accordance with G.S. 160A-175.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. This ordinance shall become effective upon its adoption.

Adopted this the 9th day of January, 2012.

MAYOR

ATTEST:

CITY CLERK



Washington City Police

201 W. 3rd Street, Washington, NC 27889
Telephone: (252) 946-1444 Fax: (252) 948-9448
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G. Mitchell Reed
Chief of Police

Sandy Blizzard
Deputy Chief of Police

To: Mr. Joshua Kay, City Manager
Fr: G.M. Reed, Chief of Police
Re: Feral Cats

Sir,

In response to concerns raised by the community, Council directed staff to investigate the situation involving feral cats in the downtown area. Specifically, the concern centered on the program known as Trap-Neuter-Return (TNR). Council wished to know the background, progress, and recommendation regarding the TNR's request to amend City Ordinance to allow feeding of these animals in the downtown area.

Background:

The downtown area of Washington is struggling with feral cats, and other stray animals. This has been a problem for many years. Numerous efforts have been made to rid the area of these animals, with no success noted. In 2008, the group known as TNR approached Council with a program designed to reduce the feral cat population in the downtown area. Merchants have struggled with this problem and no official program was in existence at the time. Additionally, the Main Street area was particularly involved due to restaurants and other sources of food available to stray animals. The Council at that time offered support for the program but fell short of providing any official permission. This is important as State Law and City ordinance restricts some components of the program and this was not addressed at the time. Since that time, two individuals with TNR began the program and worked with Beaufort County Animal Control officers to coordinate the program. A local veterinarian was contracted to provide services with these cats. Research indicates the TNR program is in existence in other areas of the state and throughout the Country. While the success is noted in other areas, concern expressed by merchants here questions the program.

The object of the program is to reduce the population of feral cats without resorting to killing or otherwise destroying the animals. Stray and feral (wild) cats are humanely trapped, evaluated, given a rabies vaccination, left ear tipped, and spayed or neutered (sterilized) by a veterinarian, and then returned to the familiar habitat of their original colony. Tame (friendly) cats and kittens young enough to be socialized are removed for adoption placement in permanent indoor homes.

Investigation:

Staff has spoken to all parties involved in the Washington program. Interviews were conducted with Nancy O'Neill and Monica Ferrari, Founders, Cats about Town. Additional interviews were conducted with Beaufort County Animal Control officers, numerous veterinarians, Downtown merchants, and other citizens with knowledge of the program. Both local and National representatives of the Humane Society were interviewed. Follow up letters and emails from many were included in this research. Founders of the local program submitted a request for ordinance amendment to Council for consideration in response to legal hurdles facing the program (attached). In response to many complaints regarding the issue, the Washington Police Department issued numerous warnings to citizens regarding violation of the prohibition of feeding of animals. Official citations were also issued after the complaints and warnings failed to produce results. Staff has also consulted with other jurisdictions that have, or has had, similar programs in place to deal with the animal issue.

There are a couple of issues that we face in dealing with this environment. Staff makes no recommendation regarding the amendment presented by TNR related to the feeding of cats. We acknowledge the sincere intent and desire of TNR to assist in the reduction of feral cats in the area. However, it is the strong recommendation of staff that the TNR program be cancelled. However sincere the intent, the program lacks two important ingredients. First, the program lacks community support. In numerous discussions with merchants, it is clear that the lack of information and support for the program is strong. A few merchants are aware of the program and indicated they are in favor of this work. However, the odor, droppings, and appearance of the animals in the downtown area are serious hurdles for those who are not in support. Second, the program lacks sufficient follow up regarding the vaccinations and care of the animals. The individuals involved work hard to make the program successful. There are others, however, who have hampered the effort by feeding and allowing free roaming in areas where other merchants and visitors do not wish for the action. Insufficient coordination throughout the downtown community is a fatal blow to this program. In examining other programs, constant evaluation, documentation, and scheduled care of animals is more comprehensive. Additionally, care is given to avoid private property of citizens and severe restrictions on location are in place.

Conclusion:

It is the recommendation of staff that the program should be stopped. This does not prevent beginning the operation again in the future, should Council amend the ordinance. If allowed, the program would be under tighter scrutiny and could bring in the business community as partners. However, under the current conditions, it is felt that violation of City and State regulations should not be continued. In addition, feral cat colony management would be in place to improve the chances of overall success of the program. It should be emphasized that the individuals involved with the TNR program are striving to bring success via humane methods of animal control. Their efforts are laudable and this report

in no way diminishes their efforts. With amendments to the City ordinance, and planning with the business community and Animal Control experts, it is felt that TNR is a worthy effort to combat an ongoing issue in our community.

Respectfully submitted,

G.M. Reed, Chief of Police
Washington North Carolina