The Washington City Council met in a regular session on Monday, March 9, 2015 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.; Robbie Rose, Fire Chief; Allen Lewis, Public Works 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; Mike Voss, Washington Daily News and Blake Beresheim, Boy Scout Troop 99.

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 February 23, 2015 as presented.

APPROVAL/AMENDMENTS TO AGENDA:

Mayor Hodges reviewed the requested amendments to the agenda:

- Add under Other Business from Mayor and Members of Council: NCLM Update and Airport Name Change

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

CONSENT AGENDA:

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

A. Approve – Purchase Orders >$20,000

- Requisition # 15751, $28,065.94, to HD Supply Power Solutions to purchase material for the 2nd/5th Street feeders rebuild project, account 35-90-8370-7400. HD Supply was the low bid.

COMMENTS FROM THE PUBLIC: NONE

SCHEDULED PUBLIC APPEARANCES: NONE

PUBLIC HEARING - ZONING: NONE

PUBLIC HEARING - OTHER: NONE

CORRESPONDENCE AND SPECIAL REPORTS: NONE

REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES:

(summation accepted as presented) HUMAN RELATIONS COUNCIL

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***

ED PEED COMMEMORATION SERVICE:

Speaker: Supreme Court of NC, Justice Cheri Beasley was an excellent speaker and kept the audience motivated. Many calls were received regarding the fantastic performance by solo artist "Mr. William Faust".

Special thanks to Zaxby's of Washington and Acre Station for their contribution to this event. Zaxby's donated 100 pieces of boneless wings and chicken fingerz, cookies, homemade potato chips, celery & ranch dipping sauce and Acre Station donated 2 quarts of chicken salad.

THANK YOU LETTER MAILED:

- *Cheri Beasley, North Carolina Supreme Court Justice*
- *Jonathan Rose, Zaxby's Store Manager of Washington*
- *Ronnie Huettmann, Owner of Acre Station Meat Farm*
- *Eric T. Griffin, Chief of Greenville Fire/Rescue*
- *James B. Peele, Chief of Williamston Fire/Rescue/EMS*
- *David Lewis, Chief of Bunyan Volunteer Fire Department*
- *Bryan Dixon, Chief of Clarks Neck Volunteer Fire Department*
- *Bill Branch, Chief of Pactolus Fire Department*
- *Vail Rumley, Washington Daily News*

APPOINTMENTS: NONE

OLD BUSINESS:

AUTHORIZE/ADOPT – MAYOR TO EXECUTE idX/IMPRESSIONS BUILDING REUSE GRANT DOCUMENTS AND ADOPT A GRANT PROJECT ORDINANCE

City Manager, Brian Alligood explained that idX/Impressions is planning to expand their operations over the next couple of years hiring 50 new positions from a baseline employment of 109. An office area in the facility that has been vacant for 15 years will be renovated and utilized for the expansion. The project cost estimate is $1,139,802, the grant requested is $500,000 (50 jobs @ $10,000), and requires a 5% local match. Mid-East Commission will be administering the grant.

Councilman Mercer inquired if the jobs created prior to signing the enclosed document will count towards the required 50 jobs for grant. City Manager, Brian Alligood explained that any jobs created prior to the documents being signed are not counted. Councilman Mercer inquired about the clawback and wanted to verify that staff was confident that the document was strong enough to get the clawback back from the owner if the specifications of the grant were not met. Mr. Alligood felt confident that the document (LBC & Promissory Note) will hold that entity to that requirement. Franz Holscher, City Attorney explained that the owner of the property, (234 Springs Road, LLC) has a contractual obligation to pay back any amount that would need to be paid back to the Department of Commerce. There is a very remote possibility that the City would be responsible for the clawback.

By motion of Councilman Mercer, seconded by Mayor Pro tem Roberson, Council authorized the Mayor to execute the grant and related documents for idX/Impressions Building Reuse Program Grant and adopted a Grant Project Ordinance.

A GRANT PROJECT ORDINANCE FOR idX IMPRESSIONS BUILDING REUSE GRANT #2015-014-3201-2538 CITY OF WASHINGTON, N.C. FOR FISCAL YEAR 2014-2015

BE IT ORDAINED, by the City Council of the City of Washington, North Carolina**,** that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project is hereby established:

Section 1. That project authorized is for the NC Rural Infrastructure Authority building reuse grant for the idX Impressions expansion.

Section 2. The officers of this unit are hereby directed to proceed with the project within the terms of the grant agreements.

Section 3. The following amounts are appropriated for the project:

59-60-4930-0400	Grant Administration	$ 12,500
59-60-4930-4500	Building Reuse	500,000
	Total	$512,500

Section 4. The following revenue is anticipated to be available to complete this project.

59-60-3480-3300	Building Reuse Grant	$500,000
59-60-3970-0000	Company Contribution	8,500
59-60-3480-0000	ElectriCities Grant	4,000
	Total	$512,500

Section 5. The Finance Director is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to satisfy the requirements of the grant agreements.

Section 6. Funds may be advanced by the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grant agencies in an orderly and timely manner.

Section 7. The Finance Director is directed to report, on a monthly basis, on the financial status of each project element in Section 3 and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detail analysis of past and future costs and revenues on this grant project in every budget submission made to the City Council.

Section 9. Copies of this grant project ordinance shall be furnished to the City Clerk, and to the Budget Officer, and to the Finance Director for direction in carrying out his project.

Section 10. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 11. This ordinance shall become effective upon its adoption.

Adopted this the 9th day of March, 2015.
ATTEST:
s/Cynthia S. Bennett **s/Mac Hodges**
City Clerk **Mayor**

APPROVE – CIP 2016-2020

Mr. Alligood explained this item was on a previous agenda and Council asked for this to be pulled and discussed at a special meeting. Mr. Alligood noted that once we saw the agenda for tonight was very light, we opted to include the CIP discussion on tonight's agenda. Staff is sensitive to the fact the Council members attend a lot of meetings and we try to limit the number of additional meetings for Council if possible. The CIP is set in five year increments and staff will bring back a separate vehicle replacement fund which will incorporate the vehicles listed in the CIP. The vehicle replacement fund will equalize the revenue side so to not have spikes in funding.

Mr. Alligood asked for direction for reviewing the CIP and noted there have been two ways this has been done in the past. At times the CIP was brought forward and it was approved, then as Council went into the budget work sessions the individual items were reviewed and approved/disapproved. The other way was to take on the CIP first and approve/disapprove the individual items so going into budget we would know what we were working with (Mr. Alligood understood this was Council's preference). Mayor Hodges inquired about the number of vehicles on the CIP and if all vehicles would be included in the vehicle replacement plan. Mr. Alligood explained that all vehicles would be included.

Mayor Pro tem Roberson suggested moving this item to the end of the agenda. Council agreed by consensus.

NEW BUSINESS:
ADOPT – RECREATIONAL SPORT PROGRAM AGREEMENT

During the January 12, 2014 Council Meeting, a motion was made by Councilman Beeman and seconded by Councilman Brooks for the City to impose a $30.00 flat fee per participant per league

starting today. City Manager, Brian Alligood suggested that the fees be implemented July 1, 2015, because there are currently agreements in place. The fees will be in place for the fiscal year beginning July 1, 2015 and ending June 30, 2016. A motion was made by Mayor Pro tem Roberson and seconded by Councilman Beeman to amend the motion to reflect the imposition of a $30.00 per participant fee beginning July 1, 2015. Motion carried 4-1 with Councilman Mercer opposing.

Attached is the Recreational Sport Program Agreement template for all sport programs that begin their seasons after July 1, 2015. The agreements have been revised to terminate at the conclusion of the then current season. The template has been revised to require each sport program to pay to the City a fee in the amount of $30.00 per participant regardless of residence. The template has also been revised to allow each sport program to charge any fee in their discretion without financial penalty.

The Recreation Sport Program Agreement was presented at the February 16, 2015 Recreation Advisory Committee to make them aware of the changes.

Councilman Mercer expressed concern with some wording in Exhibit B, Paragraph 3 noting that he preferred the wording to be changed from "should" to "shall".

In the event it is brought to the attention of any Sport Program official that any Sport Program official, coach, team mom/dad, or participant has subsequently been charged with a criminal offense other than minor offenses or traffic infractions, the Sport Program should take what steps are necessary to confirm such charge and, if confirmed, should consider whether suspension of such person from their position until such time as the charge is resolved without a conviction is warranted.

Mr. Alligood explained that Exhibit B is actually recommendations for best practices that the City would ask the League to do. Franz Holscher explained that the League isn't obligated to follow the "recommendations" and noted this is the same language that has been in the agreement for years, he would not have a problem with changing the suggested language. Discussion continued regarding the suggested wording.

By motion of Mayor Pro tem Roberson, seconded by Councilman Beeman, Council approved the adopted the new Recreational Sport Agreement with the amendments to Exhibit B, Paragraph 3 changing "should" to "shall". Motion carried 4-1 with Councilman Mercer opposing.

In the event it is brought to the attention of any Sport Program official that any Sport Program official, coach, team mom/dad, or participant has subsequently been charged with a criminal offense other than minor offenses or traffic infractions, the Sport Program ~~should~~ shall take what steps are necessary to confirm such charge and, if confirmed, ~~should~~ shall consider whether suspension of such person from their position until such time as the charge is resolved without a conviction is warranted.

Recreational Sport Program Agreement
City of Washington
Parks and Recreation Division

THIS AGREEMENT is made and entered into by and between _____ (hereinafter "Sport Program") and the City of Washington Parks and Recreation Division (hereinafter "City") for the following Sport Program period: (month), (year) to (month), (year).

W I T N E S S E T H

WHEREAS, the Sport Program and the City share the vision and goal of providing a fun, learning, competitive and safe environment for recreational sport programs. This Agreement establishes the criteria and conditions under which the Sport Program may utilize the City's recreational facilities and outlines the respective responsibilities of the Sport Program and the City for the above referenced period.

NOW, THEREFORE, in consideration of the mutual covenants and agreements below, the receipt and legal sufficiency of which consideration are hereby acknowledged, the parties do hereby agree as follows.

I. The Sport Program shall perform the following obligations.

A. Unless affiliated with a school or church, be governed by a nonprofit corporate entity registered with the North Carolina Department of the Secretary of State and observe those generally accepted and legally required corporate formalities that are necessary to maintain said registration and its nonprofit status.

B. Keep and maintain in full force and effect the following insurance coverages:
   1) general liability insurance with coverage at a minimum of $1 million per occurrence as well as $1 million aggregate and
   2) accident insurance coverage.

   The general liability insurance policy shall list the City of Washington as additional insured and all such policies shall provide that they are not subject to cancellation or reduction in coverage except after thirty (30) days written notice to the City. The Sport Program shall deliver to the City certificates of insurance for all insurance policies required hereunder. The Sport Program shall, within a reasonable time prior to the expiration of any such policies, furnish the City with certificates of insurance evidencing renewal thereof.

C. Require all participants to execute a full release, hold harmless, and indemnification agreement that includes a release of the City.

D. Pay all fees that may be required by the City, including a fee in the amount of $30.00 per participant (or the then current amount as established by the Washington City Council) two (2) weeks prior to its opening day. Payments shall be accompanied by a copy of the roster for each team.

E. Although the City recognizes that Sport program may need to charge a reasonable participation fee to offset some of Sport Program's costs and expenses that are not covered by sponsorships and other fundraising efforts, Sport Program shall offer its program to the general public. If Sport Program does not offer its program to the general public, Sport Program shall be responsible for and pay to the City any and all fees applicable to it in accordance with the schedule of fees established by the City Council and maintained by the City.

F. If Sport Program operates a league or conducts an identifiable season, it shall obtain advance approval from the City for the period of the calendar year during which the league will operate or the season will occur as well as obtain advance approval from the City for all practice, practice game, and game schedules two (2) weeks prior to the respective start dates in order to establish priority. All such approvals shall be attached as an amendment hereto and incorporated herein by reference without the necessity of a written amendment hereof. Any other request from Sport Program to utilize the City's recreational facilities shall be administered in the discretion of the City.

G. Obtain advance approval from the City for any physical improvement made by Sport Program to the City's facilities.

H. Follow the "modified, Sport Program" Outdoor Special Events Policy as may be amended, which is incorporated herein by reference, when scheduling preseason as well as post season tournaments and events.

I. Operate any concession stand facility in accordance with the policies established by the City as may be amended, which are incorporated herein by reference. The Sport Program shall be solely responsible for, among other things, staffing workers and maintaining an inventory of products sold and to be sold. The Sport Program shall also be solely responsible for performing any maintenance and repairs that may be needed to equipment purchased by the Sport Program, or equipment given to the Sport Program by the City, for use in any concession stand facility operated by the Sport Program.

J. The Sport Program may utilize certain equipment furnished to the Sport Program by the City. The Sport Program shall be responsible for the repair and replacement of any such equipment that is required as a result of damage caused by accident, misuse, or negligence on the part of the Sport Program, its participants, or spectators. The City shall be responsible for the repair and replacement of any such equipment that is required as a result of ordinary use and normal wear and tear.

K. Except for the City's maintenance obligation specifically described below, the Sport Program hereby accepts the conditions of the City's facilities "AS IS".

L. With the exception of the foregoing and field maintenance, the Sport Program shall bear full responsibility for the organization and administration of the Sport Program in

accordance with the applicable standards of any parent organization with which the Sport Program may be affiliated.

M. Adhere to the City's Lightning Policy as may be amended, which is incorporated herein by reference.

II. In exchange for the foregoing, the City shall perform the following obligations.

A. Maintain all existing recreational facilities, including restrooms, concession stands, press boxes, grounds, fields and ball field lights. The City will use its best efforts to fulfill reasonable maintenance requests from the Sport Program that are reasonably within the City's manpower and that are included in its then current budget.

B. The City will incur financial responsibility for the utility costs associated with the Sport Program's use of ball field lights.

C. Obtain any permits that are necessary from the Health Department and ensure that any concession stand facility meets all applicable Health Department regulations (includes setting policies and procedures to meet said regulations). *See attached Exhibit A, North Carolina General Statute § 130A-248(a4).*

D. The City, in its sole discretion, may assign a staff person to any City recreational facility used by the Sport Program for general oversight and facility supervision.

E. The City will use its best efforts to work with the Sport Program in order to ensure that there is adequate facility space to conduct the Sport Program's program within the limitations of the facilities then available and to prioritize facility use for the youth of the community.

F. If requested, provide such technical assistance and guidance as may be within the City's expertise or at its disposal.

III. Other.

A. The Parties hereto shall make good faith, reasonable efforts to lower and manage operational costs.

B. The Sport Program shall consider the recommendations for best practices, and shall consider complying with the requests, contained in the Recommendations for Best Practices and Requests by the City attached hereto as Exhibit B, understanding that the recommendations and requests therein do not create any legal obligation on the part of the Sport Program.

C. With the above responsibilities and obligations in mind, it is expressly understood and agreed by the Parties that they each must support one another in these efforts.

D. In carrying out the responsibilities and obligations of this Agreement, the Sport Program is an independent contractor and/or entity separate and apart from the City and is not an agent or employee of the City.

E. If either Party wishes to terminate this Agreement, notice of termination must be tendered in writing thirty (30) days prior to termination. In any event, this Agreement shall terminate at the conclusion of the Sport Program period indicated hereinabove.

F. The Sport Program does, for itself, its agents, successors and assigns, hereby unconditionally release, hold harmless, and will indemnify, acquit, defend and forever discharge (hereinafter "Release") the City, its respective present and former employees and elected officials, in both their individual and official capacities, agents, representatives, attorneys, insurers, successors, and assigns, and each of them, respectively, (hereinafter "City Indemnitees") of and from all and any manner of action or actions, cause and causes of actions, claims, demands, costs, expenses, attorney's fees, and consequential, general, special, and punitive damages or liabilities (hereinafter "Claims"), known or unknown, on account of, or in any way related to or growing out of this Agreement, the Sport Program's use of the City's property as well as facilities, or the Sport Program.

1) The foregoing Release does not include any Claims to the extent said Claims result solely from the negligence, an error, or an omission of or by the City Indemnitees.

IV. It is expressly understood that the Sport Program's use of the City's recreational facilities is contingent upon the Sport Program's compliance with this Agreement. In the event either party

fails, in the estimation of the other, to perform any of the obligations contained in this Agreement, the complaining party shall provide the other party with written notice of the same and reserves the right to take whatever action may be necessary to enforce this Agreement. The City reserves the right to, among other things, suspend, without recourse from the Sport Program, the Sport Program's right to use the City's recreational facilities until such time as said obligation has been fulfilled or otherwise addressed to the satisfaction of the City. If the City suspends the Sport Program's right to use the City's recreational facilities, the City will consider refunding, but is not obligated to refund, a portion of any fees paid by the Sport Program to the City.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the _____ day of _____, 20____.

CITY OF WASHINGTON
PARKS AND RECREATION DIVISION

By: _____
Kristi Roberson,
Parks and Recreation Manager
P.O. Box 1988
Washington, NC 27889

SPORT PROGRAM
Name: _____
_____

By: _____
_____, President

Address: _____
_____

EXHIBIT A

§ 130A-248. Regulation of food and lodging establishments. …

(a4) For the protection of the public health, the Commission shall adopt rules governing the sanitation of limited food service establishments. In adopting the rules, the Commission shall not limit the number of days that limited food service establishments may operate. Limited food service establishment permits shall be issued only to political subdivisions of the State, establishments operated by volunteers that prepare or serve food in conjunction with amateur athletic events, or for establishments operated by organizations that are exempt from federal income tax under section 501(c)(3) or section 501(c)(4) of the Internal Revenue Code. …

EXHIBIT B
Recommendations for Best Practices and Requests by the City

Recommendations for Best Practices

1. The Sport Program should affiliate with a generally recognized parent organization for its sport. Unless affiliated with a school or church, the Sport Program should establish a volunteer board of directors that is the decision making body for the Sport Program and adopt by-laws for the Sport Program in accordance with the generally accepted principles of the nonprofit status of the Sport Program or otherwise in compliance with the applicable standards of the parent organization with which the Sport Program is affiliated. All Sport Program board meetings should be publicized and open to the public with provision for public comment during each meeting.

2. Perform a criminal record check on all Sport Program officials, coaches, and team moms/dads before they assume any Sport Program duties. If necessary, the City is available for consultation concerning the type of criminal background check utilized.

3. In the event it is brought to the attention of any Sport Program official that any Sport Program official, coach, team mom/dad, or participant has subsequently been charged with a criminal offense other than minor offenses or traffic infractions, the Sport Program shall take what steps are necessary to confirm such charge and, if confirmed, shall consider whether suspension of such person from their position until such time as the charge is resolved without a conviction is warranted.

4. The City strongly recommends that the Sport Program obtain directors and officers insurance and provide a meaningful training program for coaches.

5. Ensure that each child who registers with the Sport Program and complies with the Sport Program's policies is provided a meaningful opportunity to play. Equal playing time rules are encouraged.

Requests by the City

1. In order to facilitate communications with the Sport Program's board, the City requests that the Sport Program provide the City with a list of its board members, their respective positions, and their contact information (addresses, phone numbers, and email addresses) prior to the first practice of the season.

ADOPT/AWARD – AN ORDINANCE TO CONDEMN AS UNSAFE THE STRUCTURE LOCATED AT 309 WEST 5TH STREET AND AWARD THE DEMOLITION CONTRACT

The City may adopt and enforce ordinances relating to residential buildings or structures that fail to meet minimum standards of maintenance, sanitation, and safety. If after a notice and hearing the Code Official determines that the property has not been properly maintained and failed to meet minimum standards an order is issued to require the owner to demolish and remove the building or structure.

Franz Holscher noted that the demolition ordinance had been revised and presented to Council noting the proper property owners. John Rodman, Community & Cultural Services Director explained this is a structure that partially burned and has been vacant for some time. Staff followed the proper procedures and notified the property owners. Councilman Brooks asked if anyone had come forward to talk to Mr. Rodman regarding interest in repairing the structure in the last 60 days and Mr. Rodman responded "no". Mayor Pro tem Roberson asked if there is a 30 day window after Council approves the request that the property owner could come in an pull a building permit to make repairs. Mr. Holscher explained there is not an additional time period.

By motion of Councilman Pitt, seconded by Mayor Pro tem Roberson, Council adopted the ordinance condemning the structure located at 309 West 5th Street as unsafe and demolish and remove the sturcture.

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

WHEREAS, The City Council of the City of Washington finds that the structure having an address of 309 West 5th Street, Washington, North Carolina and being owned by Ellen Wilson Zanders in condemned as, among other things, unsafe pursuant to North Carolina General Statues § 160A-426 and all applicable statutory provisions have been complied with as a condition of the adoption of this Ordinance.

WHEREAS, the structure located on said property should be demolished and removed as directed by the Senior Building Official for, among other things, the reasons stated by the Senior Building Official in his December 19, 2014 Order to Remedy Defective Condition and Findings of Fact that was served on the property owner(s).

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

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

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

Section 1. The Senior Building Official is hereby authorized and directed to proceed to demolish and remove the above described structure located at 309 West 5th Street in accordance with applicable provisions of the City Code and North Carolina General Statue § 160A-426 *et seq*.

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

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

This Ordinance shall become effective on this date of adoption March 9, 2015.

ATTEST:

s/Cynthia S. Bennett **s/Mac Hodges**
City Clerk **Mayor**

By motion of Councilman Pitt, seconded by Councilman Beeman, Council awarded the demolition contract to the lowest responsible bidder, Dudley Landscaping in the amount of five thousand two hundred dollars ($5,200).

Bids Submitted:

Dudley Landscaping	five thousand two hundred dollars	$5,200
St. Clair Trucking, Inc.	six thousand dollars	$6,000
Tyler Williams	seven thousand two hundred dollars	$7,200

If the structure is removed or demolished by the City, the City shall sell the usable materials of the building. The amounts incurred by the City in connection with the demolition shall be a lien against the real property upon which the cost was incurred.

APPROVE – EMS CONTRACT FOR OLD FORD AND THE CLARK'S NECK FIRE DISTRICTS

City Manager, Brian Alligood explained that the City of Washington currently has a contract with Beaufort County to provide EMS services in the Old Ford and Clark's Neck fire districts. The existing contract has a 2-year term and ends on June 30, 2015. The Beaufort County Commissioners approved the contract during their planning session on Friday.

Based on the City's recent increase to the EMT-P provider level, a 10% increase in the base payment has been negotiated with the County for the new contract. All other terms and conditions from the existing contract remain the same in the new contract.

By motion of Councilman Pitt, seconded by Councilman Beeman, Council approved the contract with Beaufort County for provision of EMS services in the Old Ford and Clark's Neck fire districts.

NORTH CAROLINA
BEAUFORT COUNTY

THIS CONTRACT is made and entered into effective as of the 1st day of July, 2015, by and between the **CITY OF WASHINGTON**, a municipal corporation organized and existing under the laws of the State of North Carolina (**"CITY"**), and **BEAUFORT COUNTY**, a political subdivision of the State of North Carolina established and operating pursuant to the laws of the State of North Carolina (**"COUNTY"**).

WITNESSETH

WHEREAS, North Carolina General Statutes § 160A-11, 160A-461, and 153A-250 authorize municipalities and counties to contract for emergency medical services, including ambulance services, ("EMS").

WHEREAS, the **COUNTY** has negotiated with the **CITY** to obtain EMS for the fire districts named below under the terms and conditions contained herein.

NOW THEREFORE, pursuant to said relevant statutory authority, and for and in consideration of the mutual covenants and agreements hereinafter contained and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the parties hereto do hereby covenant and agree as follows:

A. **SERVICES**. The **CITY** agrees to provide EMS to the extent of the certifications of the responding crew(s) to those parts of Beaufort County currently designated as the Old Ford Fire District and the Clark's Neck Fire District. Upon receipt of a request for EMS in the aforementioned areas, the **CITY** shall dispatch an EMS vehicle with a crew of two (2) Emergency Medical Technicians, if available. The dispatched crew(s) shall render said EMS to the limit of their certifications and, in the event further medical treatment is required, transport those patients requiring further medical treatment via the EMS vehicle to the nearest hospital. Said EMS crew(s) shall not be responsible for fire control, rescue, or other activities not directly involving patient care.

B. **EMS FEES.** There shall be an EMS fee for each person who is provided emergency medical services and/or transported by the EMS vehicle. Said fees shall be subject to change and approval by the Washington City Council. Said fees shall be billed and collected by the **CITY** through its standard medical billing procedure. All funds collected by the CITY for services rendered shall be retained by the **CITY**.

C. **TERM**. The initial term of this Contract shall be for two (2) years, beginning on the 1st day of July, 2015 and ending on the 30th day of June, 2017. At the expiration of said initial term, this Contract shall automatically renew on the same terms and conditions as stated herein for successive one (1) year terms unless either party gives written notice of intent not to renew at least ninety (90) days before the expiration of any such term, including the initial term.

D. **COST OF EMS AND COUNTY PAYMENT**. The **CITY** and the **COUNTY** shall share the cost of maintaining EMS through the **CITY's** General Fund - Department 5310. The

COUNTY's share of said cost shall be $151,149.10 for year one of this Contract (July 1, 2015 through June 30, 2016) and $154,172.08 for year two of this Contract (July 1, 2016 through June 30, 2017). For any subsequent, successive one (1) year term for which this Contract is automatically renewed after the initial term, the **COUNTY's** share of said cost shall increase by two percent (2%) each such term. **CITY** shall provide **COUNTY** with written notice of the amount of **COUNTY's** share of said cost at least thirty (30) days prior to the commencement of any such subsequent, successive one (1) year term. Said amounts shall be due and payable from the **COUNTY** to the **CITY**, in advance and in equal quarterly installments, on July 1st, October 1st, January 1st, and April 1st of each year.

F. **EFFECT**. Upon acceptance and execution of this Contract by both parties, all previous EMS contracts between the **CITY** and the **COUNTY** for said areas shall be null and void.

IN WITNESS WHEREOF, after due authority given, the **COUNTY** has caused this Contract to be signed in its name by its Manager, and attested by its Clerk, and the **CITY** has caused this Contract to be signed in its name by its Manager, and attested by its Clerk.

PRE-AUDIT CERTIFICATE
This Contract has been pre-audited per North Carolina General Statute 159-28 in the manner required by the Local Government Budget and Fiscal Control Act.

Mark Newsome, Financial Officer
Beaufort County

ATTEST:

Katie Mosher, Clerk

BEAUFORT COUNTY

Ken Windley, Interim County Manager

PRE-AUDIT CERTIFICATE
This Contract has been pre-audited per North Carolina General Statute 159-28 in the manner required by the Local Government Budget and Fiscal Control Act.

Matt Rauschenbach, Chief Financial Officer
City of Washington

ATTEST:

Cynthia S. Bennett, City Clerk

CITY OF WASHINGTON

Brian M. Alligood, City Manager

COUNTY OF BEAUFORT
STATE OF NORTH CAROLINA

RBD 3-11-15

I, Rashonda B. Dolberry a Notary Public of the State ~~and County~~ aforesaid, certify that Katie Mosher personally appeared before me this day and acknowledged that she is Clerk of Beaufort County, a political subdivision of the State of North Carolina, and by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by Ken Windley, its Interim Manager, sealed with its corporate seal and attested by herself as its Clerk.

WITNESS my hand and official seal, this the 11th day of March. 2015.

Rashonda B. Dolberry
NOTARY PUBLIC

RASHONDA B. DOLBERRY NOTARY PUBLIC MARTIN COUNTY, NC

My Commission expires: January 9, 2018

COUNTY OF BEAUFORT
STATE OF NORTH CAROLINA

I, Reatha B. Johnson 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 City Clerk of the City of Washington, a North Carolina municipal corporation, and by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by Brian M. Alligood, its City Manager, sealed with its corporate seal and attested by herself as its City Clerk.

WITNESS my hand and official seal, this the 9th day of March, 2015.

Reatha B. Johnson
NOTARY PUBLIC

My Commission expires: 12/14/2019

REATHA B. JOHNSON NOTARY PUBLIC BEAUFORT COUNTY, NC

Contract for EMS Services (Old Ford, Clark's Neck) - 2015-2017

<u>DISCUSSION</u> – REQUEST FOR STREET CLOSINGS AND SALE OF CITY PROPERTY

John Tate explained that Mr. Leggett has signed a contract from Mr. Waters to purchase property located on Hudnell Street across from Eastern Elementary School. This property is located on Hudnell, but there is an alley and a small portion of Queen Street that they are requesting to be closed. They would like a portion of Chestnut Street closed as well, but that is not necessary at this time. Discussion was held regarding Chestnut Street and if it was not necessary for their building project, staff would like to hold off on Chestnut Street. Mr. Alligood is requesting Council to authorize staff to move forward with starting the process to closing the portion of Queen Street and the alley as well as starting the process for selling the triangular shaped portion of property owned by the City between Queen and Hudnell Streets.

By motion of Mayor Pro tem Roberson, seconded by Councilman Beeman, Council authorized staff to move forward with the process as requested.

R & G Enterprises, LLC
2525 Jay Circle
Greenville, NC 27858

Re: (1) Purchase of City Property between Queen and Hudnell Streets
(2) Request to close streets (portions of Chestnut, an alley and Queen Street)

Dear Mr. Alligood,
I am the Managing Member of R & G Enterprises, LLC, the company that has contracted to purchase property along Hudnell Street currently owned by William and Kathy Waters and shown in Plat Cabinet H, Slide 90-5 (Tax Parcel ##15027863 and 15027864). A copy of the recorded plat is enclosed for your convenience.

(1) There is a tiny triangle of property, owned by the City of Washington, formed by the intersection of Queen Street, Hudnell Street and the Washington Housing Authority parcel. R & G Enterprises, LLC hereby offers the sum of $2,000 to purchase this small parcel pursuant to NCGS §160A-269. I understand that the City may wish to retain easements for drainage and utilities, and I am willing to accept the property subject to them. This offer is contingent upon our closing upon the Waters property (and the Waters closings is contingent upon closing the 15' Alley and Queen Street).

(2) In addition, please initiate procedures under §160A-299 to close those portions of Chestnut Street, the 15' Undeveloped Alley and Queen Street shown on the plat, which run through and beside the subject property between the Washington Housing Authority property and Hudnell Street. This request is not contingent upon anything, as the Waters would like to have these streets closed and have requested to have them closed in the past.

Please contact me and my attorney, John Tate, if there is anything you need from me or from the Waters regarding these items. Our due diligence period to purchase the property from Waters expires on April 15, and the street closure resolution needs to be published 4 times, once per week. Accordingly, your help in getting these items on the agenda for the March 9 council meeting would be most appreciated (the hearing and vote on street closure would then occur on April 13).
Sincerely,

R & G Enterprises, LLC	s/William R. Waters
s/Robert Leggett	Request the street closures described above
Member/Manager	

ANY OTHER ITEMS FROM CITY MANAGER: <u>DISCUSS</u> – OUTSIDE AGENCY FUNDING

City Manager, Brian Alligood explained the continuation budget process and requested direction from City Council regarding how to move forward with the Outside Agency funding request. Councilman Mercer noted that the majority of agencies said a major part of the funding they receive from the City is used for their utility bills, we need to go ahead and make the decision on who and how much to fund them. Discussion was held regarding the requested funding and how to possibly use that for their utility bills – instead of cash contributions, General Fund money would be used to pay their utility bill. Mayor Pro tem Roberson explained that the Human Relations Council should be removed from the outside agency funding request and treated like all of our other boards.

By motion of Mayor Pro tem Roberson, seconded by Councilman Brooks, Council voted to consider the outside agency funding under the normal budget process (put funding in as part of the continuation budget).

ANY OTHER BUSINESS FROM THE MAYOR OR OTHER MEMBERS OF COUNCIL: <u>NCLM</u>

Councilman Pitt reminded everyone of the NCLM Visioning of NC workshop that will be held in Greenville on April 21st (7:30am-10:30am).

AIRPORT NAME CHANGE

Councilman Mercer reminded staff that with the recently approved airport name change, the City Code will need to be updated to reflect the change from Warren Field to Washington-Warren Airport.

OTHER COMMENTS

Mayor Pro tem Roberson congratulated staff on the reduction in health insurance rates and contributed this to the Wellness in the Workplace program.

RECESS

RECOGNITION OF SCOUT

Councilman Mercer recognized Blake Beresheim as being in attendance. Blake is member of Boy Scout Troop 99.

APPROVE – CIP 2016-2020
Public Works

Councilman Mercer expressed concerns about prior year Capital Improvement Plans and the current CIP. Councilman Beeman inquired as to why there is not a separate line item for street repairs. Mr. Alligood explained that street repairs are listed under maintenance in the regular budget and we are currently working on a long-term plan to address street maintenance. Councilman Brooks commented that we can't change how things have been done in the past, that we need to figure out how to accomplish the tasks at hand.

Discussion was held regarding the Stormwater projects and the probability of having to increase the Stormwater fees to cover these repairs. Mr. Alligood said we know what the infrastructure needs are, but we have to figure out how to fund it. Martin-McGill will be making a presentation at the next Council meeting regarding Stormwater Technical and Financial Services. Mr. Alligood suggested that in regards to Stormwater in the CIP, Council should focus on FY2015-2016 due to the fact a 10 year technical and financial plan will be presented within the next few months that will address future projects. Mayor Pro tem Roberson requested that the equipment numbers be included in the CIP.

Public Works 3/4/2015
CIP 2016-2020

Fund	Department	Project Name	Rank	2015-16	2016-17	2017-18	2018-19	2019-20	Total	Description
10-20-4510	**Street**	Vehicle replacement	1	80,000					80,000	2001 2 tn Dumptruck #455
10-20-4510		Vehicle replacement	2			120,000			120,000	1995Tandem Dumptruck #465
10-20-4511		Vehicle replacement	3				275,000		275,000	2012 Street Sweeper #462
10-20-4510		New equipment	4		130,000				130,000	120 hp Tractor for mowing R/Ws and airport
	Street	**Total**		**80,000**	**130,000**	**120,000**	**275,000**	**-**	**605,000**	
34-90-5710	**Stormwater**	Equipment replacement	1		115,000				115,000	2004 Backhoe #460
34-90-5710		Drainage improvements	2		200,000				200,000	Ditch work and pipe repairs in various locations
34-90-5710		Replace CMP along Simmons St.	3	1,200,000					1,200,000	Replace degraded CMP under Simmons Street
34-90-5710		Upstream imp. Jacks Creek basin	4		5,500,000				5,500,000	Phase 2 of Stormwater improvments Jacks Ck Basin
34-90-5710		Trash removal Jacks Creek	5			1,800,000			1,800,000	Automatic bar screens Jacks Creek pump station
	Stormwater	**Total**		**1,200,000**	**5,815,000**	**1,800,000**	**-**	**-**	**8,815,000**	
38-90-4710	**Sanitation**	Vehicle replacement	1		150,000				150,000	2006 Rear Loading Garbage Tk.# 482
38-90-4710		Vehicle replacement	2			80,000			80,000	2001 Flatbed Leaf Tk. #481
	Sanitation	**Total**		**-**	**150,000**	**80,000**	**-**	**-**	**230,000**	
30-90-8180	**Water**	Waterline Replacement	1		175,000				175,000	Loop water line in Spring Rd. trailer park
30-90-8140		Replace City owned BFP	2		30,000				30,000	Replace aging backflow prevention devices per state regs
30-90-8180		Waterline Replacement	3			160,000			160,000	Replace 2" galvanized waterline on Tarboro St.
30-90-8100		Replace backwash pump	4			60,000			60,000	
30-90-8140		Sandblast & Repaint Hydrants	5				80,000		80,000	Sandblast approx. 700 hydrants
30-90-8100		Replace filter feed pumps 1-3	6				75,000		75,000	
30-90-8140		Vehicle replacement	7					40,000	40,000	Replace 2010 3/4 tn Service truck
30-90-8100		Well upfit (1,2,5&6)	8				521,500		521,500	increase capacity to 1,000 gpm at 4 locations
30-90-8100		In-plant SCADA	9					200,000	200,000	
30-90-8100		Additional wells (4)	10					3,300,000	3,300,000	Add 4 new raw water wells as demand increases
	Water	**Total**		**-**	**205,000**	**220,000**	**676,500**	**3,540,000**	**4,641,500**	
32-90-8210	**Sewer**	Collection System Rehab.	1	100,000	100,000	100,000	100,000	100,000	500,000	Replace,line and repair sewer lines
32-90-8210		M.H. Rehab.	2	100,000	100,000	100,000	100,000	100,000	500,000	Line MH'S to prevent I & I
32-90-8210		Replace 6' M.H. 5TH& RESPESS	3	280,000					280,000	Replace of Rehab M.H. H2S Gas Damage
32-90-8230		Replace panel @ Spring Rd A	4	20,000					20,000	Replace control panel at Spring Rd. "A" lift station
32-90-8230		Replace panel @ Spring Rd B	5	20,000					20,000	Replace control panel at Spring Rd. "B" lift station
32-90-8220		Security Video system	6	25,000					25,000	
32-90-8200		Vehicle replacement	7		320,000				320,000	Replace 2009 sewer vac truck - cleans sewer daily
32-90-8230		Spare Pump for 5th & Respess	8		85,000				85,000	
32-90-8220		Spare recirculation pump	9			40,000			40,000	
32-90-8220		Convert to fine screens	10			300,000			300,000	convert from barscreens to fine screens
32-90-8230		Upfit Cherry Run Lift Station	11			50,000			50,000	Upgrade pumps, motors and controls
32-90-8230		Parallel force main Cherry Run	12			150,000			150,000	Additional parallel force main - based on demand
32-90-8230		Upfit 7th & Harvey Lift Station	13				75,000		75,000	Upgrade pumps, motors and controls
32-90-8230		4th pump at 5th & Respess	14				250,000		250,000	Additonal pump - based on demand
32-90-8220		Convert aeration basin to BNR	15				500,000		500,000	Convert from chemical to biological nutrient reduction
32-90-8220		Paint entire plant	16				150,000		150,000	
32-90-8230		Force main from 5th & Respess	17				1,000,000		1,000,000	Additional parallel force main - based on demand
32-90-8230		Upfit 4th & Hudnell Lift Station	18					75,000	75,000	Upgrade pumps, motors and controls

Fund	Department	Project Name	Rank	2015-16	2016-17	2017-18	2018-19	2019-20	Total	Description
32-90-8220		Upfit in-plant SCADA	19					500,000	500,000	
32-90-8220		Convert oxidation ditch 1 to BNR	20					1,500,000	1,500,000	Convert from chemical to biological nutrient reduction
	Sewer	**Total**		**545,000**	**605,000**	**740,000**	**2,175,000**	**2,275,000**	**6,340,000**	
	Public Works	**Grand Total**		**1,825,000**	**6,905,000**	**2,960,000**	**3,126,500**	**5,815,000**	**20,631,500**	

*No comments were made on the following divisions: Street, Sanitation, Water and Sewer.

ELECTRIC

Mayor Pro tem Roberson asked about the projected completed date for the Whitepost to Slatestone project (Transmission Division) and Councilman Mercer noted that Council keeps pushing it back.

Discussion was held regarding Load Management. Mr. Alligood explained the majority of this is the ongoing maintenance of this project. Councilman Mercer inquired if the Load Management program was costing us money or making us money. He continued by stating the Council needs to determine if we are going to stay in the Load Management Program or get out of it completely.

Discussion was held regarding Downtown Electrical Improvements. Councilman Mercer inquired if this would be setup as a project ordinance, potentially placing $300,000 per year in a fund and we should also be looking at water and sewer as well. Mr. Alligood said a plan would need to be developed for this project.

Electric Fund 2
CIP 2016-2020

Fund	Department	Project Name	Rank	2015-16	2016-17	2017-18	2018-19	2019-20	Total
Electric	**Distribution**	2nd Street / 5th Street Feeders Rebuild ***(in progress)*** **							0
		Grimesland Road Feeder Rebuild ***(in progress)***	D2	90	310	310			710
		River Road Feeder Rebuild						100	100
		Midway Feeder Rebuild					50	350	400
		NC 32 North Feeder Rebuild (in progress)	D1	325					325
		Free Union Feeder Rebuild					25	110	135
		15th Street Feeder Rebuild ***(Bonner to Washington)***					120		120
		Downtown Feeder Rebuild						250	250
		Cherry Road Feeder Rebuild	D3	65	650				715
		Avenue Road feeder Rebuild			50	500			550
	Transmission	Highland Drive 34 kV Feeder Rebuild			50	700			750
		Forest Hills 34 kV Feeder Rebuild					50	700	750
		White Post to Slatestone 34kV Tie ***(in progress)***	T1	100	600	600			1,300
		White Post to Slatestone 12kV Tie				100	400	400	900
	Substation	New Main Substation 34 kV Feeder			400				400
		Main Substation 12 kV Circuit Exits **							
		2nd Street / 5th Street							0
		Market Street / 15th Street	S1	120					120
		Substation 34 kV Breaker Replacement				50			50
		Main B3 Breaker Replacement	S2	50					50
		Main B4 Breaker Replacement			50				50
		Substation Reclosers	S3	50	50	50	50	50	250
		Substation 34 kV Regulators				100			100
	Future Substation Construction & U	Industrial Park Substation				200	1,800		2,000
		Industrial Park Substation 34 kV Feeder				75	250		325
		Slatestone Substation Upgrade			200	1,800			2,000
		Main Substation 115 kV Upgrade					200	1,600	1,800
	Miscellaneous	Load Management Switches	M1	150	150	150	150	150	750
		Warehouse parking lot (2/3)		50					50
		Electric Meter Test Board Replacement			100				100
		Peak Shaving Generator Overhaul/Replacement				600		600	1,200
		Dept of Energy Reg'd Street/Area Light Replacement					150	150	300
		Downtown Electrical Improvements	M2	300	300	300	300	300	1,500
	Administration Vehicles	Vehicle #624 - SUV			35				35
	Meter Shop Vehicles	Vehicle #620 - 1/4 Ton Pickup						30	30
		Vehicle #653 - 1/4 Ton Pickup					30		30
		Vehicle #655 - 1/4 Ton Van		25					25
		Vehicle #656 - 1/4 Ton Pickup					30		30
		Vehicle #659 - 1/4 Ton Pickup					30		30

Fund	Department	Project Name	Rank	2015-16	2016-17	2017-18	2018-19	2019-20	Total
	Substation / LM Vehicles	Vehicle #657 - 1/2 Ton Pickup			30				30
		Vehicle #680 - SUV					35		35
		Vehicle #681 - 1/2 Ton Pickup				40			40
	T&D Vehicles	Vehicle #614 - SUV		35					35
		Vehicle #609 - 2 Ton Truck					65		65
		Vehicle #601 - 2 Ton Truck - Construction Body ***(upgrade)***					55		55
		Vehicle #613 - 2 Ton Truck - Construction Body							0
		Vehicle #615 - 2 Ton Truck - Construction Body						55	55
	T&D Equipment	Vehicle #602 - Line Truck						260	260
		Vehicle #603 - Line Truck				260			260
		Vehicle #617 - Line Truck							0
		Vehicle #607 - Bucket Truck					260		260
		Vehicle #618 - Bucket Truck			260				260
		Vehicle #682 - Bucket Truck					260		260
		Vehicle #608 - Dump Body			55				55
		Vehicle #610 - Trencher		85					85
		Vehicle #612 - Tractor				100			100
		Vehicle #623 - Tractor					55		55
		Wire Tensioner			70				70
		Total		**1,445**	**3,360**	**5,935**	**4,365**	**5,105**	**20,210**

20,210

GENERAL FUND

*Police Department – General Discussion regarding vehicle replacement

*Fire Department – SCBA air packs & cylinders: Robbie Rose, Fire Chief explained that the bottles have a 15 year life so all the pieces will be replaced.

*Planning Department – Discussion was held regarding the Maritime Market and why is it in the CIP now and it hasn't been included before. Questions were asked about potential funding for the Maritime Market. Mr. Alligood noted that part of the funding would be to put the plan together, we are also looking for grant funding for this as well.

Discussion was held regarding the Caboose Rehab project. Mayor Pro tem Roberson noted he didn't want to spend any money on this. Mr. Alligood explained that we either need to spend money on this and make it look nice or spend money and get rid of it. Mayor Pro tem Roberson and Councilman Mercer suggested that we get rid of the caboose. Mr. Alligood explained that this is a conversation that Council needs to have. Mr. Alligood said there may be an opportunity with some of our downtown groups that might want to take this up as a project.

*IT Department - Discussion was held regarding Downtown Wi-Fi and Councilman Mercer noted Council distinctly said no to this project last year. Mr. Alligood explained that this was a recommendation from the Dock Advisory Committee and they felt very strongly about implementing this to help draw boaters to the docks. Councilman Pitt commented that Wi-Fi is a vital component of the community and this is probably the third component of economic development. Councilman Pitt further explained that there is help from AT&T for funding for underserved communities. Councilman Mercer commented that if we can't find $30,000 in grant funding to fund this project then remove it from the CIP.

By motion of Mayor Pro tem Roberson, seconded by Councilman Beeman, Council voted to remove the Wi-Fi project from the FY2015-2016 and place it in the FY2016-2017 CIP. Motion carried 4-1 with Councilman Pitt opposing.

Councilman Mercer noted that the majority of the IT projects actually fall under the regular operating budget and not capital improvement projects. Mr. Alligood noted that the total for the Security Assessments Improvements Project makes it fall under the CIP. It was suggested that instead of breaking down the project into individual pieces, to group it under "Security Assessment Improvements".

Discussion was held regarding GIS and Mr. Rauschenbach explained we are currently waiting on additional information for the Electric Department portion of this project.

General Fund 2/16/:
CIP 2016-2020

Fund	Department	Project Name	Rank	2015-16	2016-17	2017-18	2018-19	2019-20	Total	Description
General	Police	Patrol Vehicles	1	136,000					136,000	Replacement of Vehicles
		Patrol Vehicles	1		111,000				111,000	Replacement of Vehicles
		Air Conditioners	2		33,000				33,000	Replacement of AC unit in dispatch
		Patrol Vehicles	1			143,000			143,000	Replacement of Vehicles
		Patrol Vehicles	1				148,000		148,000	Replacement of Vehicles
		Patrol Vehicles	1					152,000	152,000	Replacement of Vehicles
	Police	**Total**		**136,000**	**144,000**	**143,000**	**148,000**	**152,000**	**723,000**	
	Fire/EMS	Cardiac Defibrillator	1	30,000					30,000	Cardiac monitor & defibilator for paramedic level
		Ambulance	2	160,000					160,000	Replacement for 2008 EMS unit # 430
		Fire Engine # 3	3		450,000				450,000	Replacement for 1988 Fire Engine #236
		Utility Vehicle/ Pick up Truck	4		30,000				30,000	Replacement for 2005 Pick up Truck # 238
		Ambulance	5			150,000			150,000	Replacement for 2011 EMS unit #432
		Fire Engine # 2	6			450,000			450,000	Replacement for 1996 Fire Engine #233
		SCBA Air Packs & Cylinders	7	75,000	75,000	75,000	75,000		300,000	Replacement for 30 2008 SCBA & air cylinders
		Cardiac Defibrillator # 112	8					30,000	30,000	Replacement for 2012 Cardiac Defibilator #112
		Fire Engine # 1	9					450,000	450,000	Replacement for 2000 Fire Engine # 231
	Fire/EMS	**Total**		**265,000**	**555,000**	**675,000**	**75,000**	**480,000**	**2,050,000**	
	Planning	Code Enforcement Vehicle		25,000					25,000	Replacement of vehicle #121
		Way finding Phase II		50,000					50,000	Complete way finding project
		Streetscape Improvements			225,000				225,000	streetscape work
		Maritime/Farmer's Market Improvements		40,000	210,000				250,000	Continue waterfront improvements
		Caboose Improvements			20,000	130,000			150,000	Caboose rehab
		Wi-Fi - Waterfront Area		30,000					30,000	Wi-Fi on the waterfront
	Planning	**Total**		**145,000**	**455,000**	**130,000**	**0**	**0**	**730,000**	
	IT	City Hall virtual thin clients		37,800	48,000				85,800	30 units
		Jack's Creek fiber run		31,079					31,079	Replace remaining canopy
		Maintenance yard fiber			5,000				5,000	Maintenance yard to garage, Public Works
		Security assessment improvements:								
		Two ASA firewalls with IPS		18,513					18,513	
		Syslog server Solar winds		17,295					17,295	
		IP network migration		13,400					13,400	
		Internal vulnerability scan		700					700	
		External IP vulnerability scan		3,800					3,800	
		Switch upgrades		49,224					49,224	
		Upgrade AP controller		9,518					9,518	
		GIS Project - City Wide		24,200	50,000				74,200	Planning/inspections yr. 1, PW yr. 2. electric yr. 3
	IT	**Total**		**205,529**	**103,000**	**0**	**0**	**0**	**308,529**	
										(308,529)
	Finance	Financial software		50,000					50,000	
		Utility software		100,000					100,000	
	Finance	**Total**		**150,000**	**0**	**0**	**0**	**0**	**150,000**	

*Finance Department - Discussion was held regarding Logics Software. Mr. Rauschenbach explained there are different components that can be purchased (Financial and Utility).

*Warehouse - Discussion was held regarding the lighting project at the warehouse. Mr. Rauschenbach explained this project is to replace the lighting in the storage portion of the warehouse. Councilman Mercer discussed a possible LED replacement program. Mr. Alligood explained this is a project we can do "in house" and we will not need to have an outside vendor perform the replacements.

*Municipal Building Maintenance - Discussion was held regarding Municipal Building Maintenance. Mayor Pro tem Roberson inquired about replacing the heating system with a zone system. Mr. Alligood noted there are some issues that we need to deal with regarding windows and general maintenance. Councilman Mercer discussed the potential of solar panels on the roof. Mr. Alligood explained that staff will look into this possibility.

General Fund
CIP 2016-2020

2/1

Fund	Department	Project Name	Rank	2015-16	2016-17	2017-18	2018-19	2019-20	Total	Description
	Warehouse	Roof					63,000		63,000	
		Parking lot (1/3)		25,000					25,000	
		Lighting		32,530					32,530	
	Warehouse	**Total**		**57,530**	**0**	**0**	**63,000**	**0**	**120,530**	
	Municipal Bldg.	**Rehab maintenance**		**50,000**	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**	
	Library	RFID tags			37,500				37,500	
		Exeterior security cameras				25,000			25,000	
		Expand parking lot					25,000		25,000	
		Replace carpet& furniture						30,000	30,000	Reading room, multi-purpose room, & lounge
	Library	**Total**		**0**	**37,500**	**25,000**	**25,000**	**30,000**	**117,500**	
	Recreation	Havens Gardens Upgrade	1	500,000	300,000	200,000			1,000,000	Complete walkway under Hwy 32 bridge, replace playground equipment, add a splash park, replace fishing pier, replace bulkhead, repair/upgrade shelters and bathrooms.
		A/F Dehumidifier Replacement	2	240,850					240,850	Replace dehumidification equipment and add Evacuator System.
		A/F Roof Repair	3	40,000					40,000	Roof system is deteriorating.
		Bobby Andrews Ctr. Roof Repl.	4	54,579					54,579	Replace roof at gym
		Beebe Park Super Block	5						-	Restrooms, playground equipment, tennis courts, parking.
		A/F Interior Painting	6		30,000				30,000	Repaint interior after dehumidification system is replaced.
		Soccer Complex	7			150,000	800,000		950,000	Acquire land and build new lighted soccer fields. Including concession stand, bathrooms, storage shelter, and picnic shelters.
		Jacks Creek Greenway Phase II	8				80,000		80,000	Build Phase II of the Jack's Creek Greenway (boardwalk) along Jack's Creek from Bonner Street to connect to Havens Gardens.
		Expansion of McConnell Baseball and Softball Complex	9					500,000	500,000	Expansion of 3 additional baseball and softball fields; including fencing and lighting. Upgrade bathroom facilities.
	Recreation	**Total**		**835,429**	**330,000**	**350,000**	**880,000**	**500,000**	**2,895,429**	
Grand Total				**1,844,488**	**1,674,500**	**1,373,000**	**1,241,000**	**1,212,000**	**7,344,988**	

*Library - Discussion was held regarding RFID tags on books. Mr. Alligood explained that the tags assist in check in/check out and theft reduction and improves efficiency.

*Recreation – Discussion was held regarding Havens Gardens Upgrade. Mr. Alligood explained the amount for the PARTF match should be $250,000 and the total for this project should be less than $1,000,000. Staff will make the corrections.

Discussion was held regarding the dehumidifier replacement at the Aquatics & Fitness Center, this item was originally in the FY20-21 budget and the roof repairs were originally in the FY18-19 budget. Mr. Alligood explained that both of these items have been moved to the FY15-16 budget. The dehumidifier is near the end of its useful life. We want to do a scheduled shutdown of this facility and be ready to replace the equipment. Our concern is if we continue to put this item off, the equipment will die and we would have an extended lead time on acquiring the equipment, thus extending the time the facility could be closed. Councilman Mercer noted that this equipment has not worked correctly since it was originally installed. Mr. Alligood explained that if the dehumidifier is not replaced the entire structure will be compromised. Councilman Brooks added that equipment made today would be better than what was made in years past.

Discussion was held regarding roof repairs. Mr. Alligood explained that the humidity level is creating problems with the roof at the Aquatics and Fitness Center.

Discussion was held regarding the roof at the Bobby Andrews Center. Mr. Alligood explained that we are focusing on maintenance of the existing facilities.

Discussion was held regarding Beebe Park Super Block. Mr. Alligood noted that we have submitted a grant in which we partner with the school systems and the Boys & Girls Club. There is an opportunity to go in and provide some additional infrastructure there. The project fits all of the desires that the Kate B. Reynolds Foundation looks for; it focuses on health and wellness in the community. We can apply for $150,000 for each grant cycle, with the probablity of being funded 100%. The grant is a multi-year grant (4-5 years).

Discussion was held regarding the Soccer Complex. Mayor Pro tem Roberson inquired about the potential for a site selection process for acquiring the land. Mr. Alligood explained that will be part of the long range plan for this project.

Mayor Pro tem Roberson inquired about the status of Bug House Park. Kristi Roberson explained that this is on the Parks and Recreation Advisory boards priority list, just not on the top 10 list. We are looking at adding tennis courts at Beebe Park. Councilman Beeman asked if there is still the possibility of adding tennis courts at the complex? Kristi Roberson noted this is being looked at as a possibility.

CLOSED SESSION: NONE

ADJOURN:

By motion of Councilman Pitt, seconded by Councilman Brooks, Council adjourned the meeting at 7:35 pm until Monday, March 23, 2015 at 5:30 pm, in the Council Chambers.

Cynthia S. Bennett, CMC
City Clerk