

The Washington City Council met in a regular session on Monday, March 13, 2017 at 5:30pm in the City Council Chambers at the Municipal Building. Present were: Mac Hodges, Mayor; Virginia Finnerty, Mayor Pro tem; Doug Mercer, Councilmember; Richard Brooks, Councilmember; Larry Beeman, Councilmember and William Pitt, Councilmember. Also present: Bobby Roberson, City Manager; Franz Holscher, City Attorney and Cynthia S. Bennett, City Clerk.

Mayor Hodges called the meeting to order and Councilmember Mercer delivered the invocation.

**APPROVAL OF MINUTES:**

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council approved the minutes of February 20 & 27, 2017 as presented.

***RECOGNITION: KEVIN ANDREWS ~ 200 YARD FREESTYLE 2017 STATE CHAMPION***



***RECOGNITION: KENNY & CRYSTAL GASKINS, HELEN BRINN, LILY JONES, SYDNEY SPENCER, JULIUS ODEN***



*The Mayor and City Council of the City of Washington commend the willingness to act and quick thinking of Kenny & Crystal Gaskins, Helen Brinn, Lily Jones, Sydney Spencer, Julius Oden On February 23, 2017, Kenny & Crystal Gaskins, Helen Brinn, Lily Jones, Sydney Spencer, Julius Oden came upon a motor vehicle crash that has just occurred on Main Street. After noting that the occupant needed assistance, Kenny & Crystal Gaskins, Helen Brinn, Lily Jones, Sydney Spencer, Julius Oden along with others assisted in getting the occupant out of the vehicle. It was observed that the occupant did not have a pulse and was not breathing. CPR was initiated and continued with the assistance of bystanders until EMS arrived on scene. Washington Fire Rescue EMS personnel continued to administer emergency care on scene and were able to revive the patient. The willingness to act and quick thinking of Kenny & Crystal Gaskins, Helen Brinn, Lily Jones, Sydney Spencer, Julius Oden is credited to the positive outcome of this incident.*

**APPROVAL/AMENDMENTS TO AGENDA:**

Mayor Hodges reviewed the requested amendment to the agenda:

- Add Closed Session: 143-318.11 (A)(4) Economic Development (Closed Session to be held after Reports from Boards, etc.)

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council approved the agenda as amended.

**CONSENT AGENDA:**

By motion of Councilmember Pitt seconded by Councilmember Brooks, Council approved the Consent Agenda as presented.

- A. Approve – Cemetery Trust Fund Budget Ordinance Amendment

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**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE  
OF THE CITY OF WASHINGTON, N.C.  
FOR THE FISCAL YEAR 2016-2017**

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

Section 1. That the Estimated Revenues in the Cemetery Trust Fund be increased in the amount of \$1,500 in the account Interest Earned, account number 12-30-3831-0000.

Section 2. That account number 12-30-6400-9205, Admin Charges to Cemetery Fund portion of the Cemetery Trust Fund appropriations budget be increased in the amount of \$1,500 for the increase in interest earned on the Trust investment.

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 13th day of March, 2017.

**ATTEST:**

**s/Cynthia S. Bennett  
CITY CLERK**

**s/Jay MacDonald Hodges  
MAYOR**

**COMMENTS FROM THE PUBLIC:**

Barbara Grimes - Opposed to 15<sup>th</sup> Street project as designed (superstreet). She prefers a center turn lane instead of the superstreet.

Floyd Brothers - Opposed to the 15<sup>th</sup> Street project because it will take people's property.

Maria Wilson – Opposed to the 15<sup>th</sup> Street project because people will lose their homes/properties. She estimated approximately forty-two properties will be drastically impacted from this project and fourteen homes will be lost. She is asking Council not to approve this project.

Tomp Litchfield – Opposed to the 15<sup>th</sup> Street project due to the impacts on businesses in this area. He is asking Council not to approve this project.

Pat Griffin – Opposed to the 15<sup>th</sup> Street project. He is concerned over an increase in impervious surface area if this project goes through. He expressed concern over U-turns and the removal of the stoplight at 15<sup>th</sup> and Washington Street.

Polk Culpepper – Opposed to the 15<sup>th</sup> Street project. He reviewed with Council his reasoning for opposing the plan: (1) design is inappropriate for 15<sup>th</sup> Street and the City of Washington as a whole (2) A synchronized street is inappropriate for this area (3) during construction, homes and businesses will be in a severe state of disruption. He asked Council to vote against the project.

Mary Day Mordecai – expressed that she and her husband, Ned Hulbert are opposed to the 15<sup>th</sup> Street project. They are urging Council to take this decision very seriously.

**SCHEDULED PUBLIC APPEARANCES: NONE**

**PUBLIC HEARING – ZONING - 6:00PM: NONE**

**PUBLIC HEARING – OTHER – 6:00PM:**

**ADOPT - ORDINANCE TO AMEND CHAPTER 40 ARTICLE IV, SECTION 40-93  
TABLE OF USES, BY ADDING HOMELESS SHELTERS FOR WOMEN AND  
CHILDREN AS A SPECIAL USE**

Mayor Hodges opened the public hearing and John Rodman presented the request to Council. A request has been made by the City of Washington Planning Board for a text amendment to allow Women and Children's homeless shelters as a Special Use. This use is not specifically addressed in the Zoning Ordinance. The Planning Board voted unanimously to recommend to City Council to approve the text amendment. This use will have to be approved

by the Board of Adjustment with a special use permit and all adjoining property owners would be notified.

Mayor Hodges opened for the floor for public comment regarding the request.

Susan Zachary stated she is on the Board of Directors of Open Door Community Center. The shelter will provide dignity and respect for women that find themselves in a homeless situation - this is what God has been telling us to do for many years.

Dot Moate explained the request is from Open Door Community Center and they are asking for permission to amend Ch. 40 to allow this use. Ms. Moate noted they will talk to all of the neighbors before they move forward with this project.

John Rebholz – discussed the causes of homelessness and noted that Beaufort County schools currently have 85 students classified as homeless.

Sally Love stated it has been too long since we have had a women's shelter in Beaufort County. This is a united effort to get this project going.

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

By motion of Councilmember Mercer, seconded by Councilmember Beeman, Council accepted the recommendation of the Planning Board and approved the Ordinance to amend Chapter 40, Article II and Article IV of the Washington Code of Ordinances in order to allow **Shelters for Homeless Women and Children** as a Special Use in the R-6S (Residential), R-9S (Residential), R-15S (Residential) and O&I (Office & Institutional) zoning districts.

**An Ordinance to Amend Chapter 40, Zoning, Article II & Article IV,  
of the Washington City Code**

WHEREAS, NCGS 160A-385 authorizes local governments to amend ordinances regulating land use within their jurisdiction; and

WHEREAS, the amendment set out below is made in accordance with NCGS 160A-364; and

WHEREAS, the amendment set out below is intended to promote the public health, safety, and welfare by amending the City Code to define and regulate **Shelters for Homeless Women and Children**, and to add prescribed conditions for such uses.

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

Section 1. That **Chapter 40. Article II, Definitions, Section 40-25. Words and terms defined**, be amended by adding:

***Shelters for Homeless Women and Children***. An establishment operated by a governmental or non-profit organization intended to be used solely for temporary occupancy by homeless women and children.

Section 2. That **Chapter 40. Article IV, Section 40-93, Table of Uses**, be amended by adding that **Shelters for Homeless Women and Children** will be permitted only by Special Use Permit issued by the City of Washington Board of Adjustment within the R-6S (Residential), R-9S (Residential), R-15S (Residential) and O&I (Office & Institutional) zoning districts.

Section 3. That **Chapter 40. Article V, Section 40-119, Index to Listed Uses**, be amended by adding as follows:

(ww) **Shelters for Homeless Women and Children**

Section 4. That **Chapter 40. Article V, Section 40-120, Listed Uses, Specific Criteria**, be amended by adding **Shelters for Homeless Women and Children** as follows:

(ww) **Shelters for Homeless Women and Children.**

- (1) The minimum lot size shall be 15,000 square feet.
- (2) No facility shall be located within one-half mile (2,640 feet) of any existing domestic violence shelter or shelter for the homeless, as measured from the nearest property line of the lot on which the proposed facility is to be located to the nearest lot line of an existing domestic violence shelter or shelter for the homeless.
- (3) **Size Limits.** The maximum number of clients permitted to be served (eating, showering or sleeping) nightly shall not exceed the total number of beds provided within the facility or one person per one hundred twenty-five (125) square feet of floor area, whichever is less.
- (4) Continuous on-site supervision must be maintained during all hours of operation.
- (5) The facility must be located within a building operated by a government agency or nonprofit organization.
- (6) **Security Plan.** The Security Plan shall include provisions for onsite security including lighting, security cameras, and other measures appropriate to provide for adequate health and safety of clients and management and to aid in avoiding the potential for nuisances near the site. The operator shall also demonstrate that emergency service providers including the Police Dept., Sheriff's Office, the local Fire Department and the appropriate EMS have been adequately notified and will provide services to the shelter.
- (7) **Length of Stay.** Individual occupancy is limited to six or fewer consecutive months and shall not exceed three hundred (300) days within a 12-month period.
- (8) **Onsite Waiting and Intake Areas.** A minimum of five percent of the total square footage of a homeless shelter shall be designated for indoor on-site waiting and client intake areas.
- (9) **Off-street parking** shall be provided, in accordance with Article XVIII. Parking.

Section 5. This Ordinance shall become effective upon its adoption.

Section 6. All Ordinances or parts in conflict herein are repealed.

Adopted this the 13th day of March, 2017.

**ATTEST:**

**s/Cynthia S. Bennett**  
**CITY CLERK**

**s/Jay MacDonald Hodges**  
**MAYOR**

**PRESENTATION – COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING CATEGORIES**

Mayor Hodges opened the public hearing. Kevin Richards, Mid-East Commission reviewed the CDBG categories with Council. Noting the second public hearing would be more project specific.

**CITY OF WASHINGTON-1<sup>st</sup> PUBLIC HEARING**

This is the first of two public hearings that are required to apply for Community Development Block Grant or CDBG funds. It just explains the CDBG program. The second public hearing will be project specific. There are a number of different types of funds available through the NC Community Development Block Grant program.

1. Community Development Block Grant-Infrastructure grants for public water and wastewater infrastructure. In 2013, the North Carolina General Assembly allocated Community Development Block Grant funds to the Infrastructure program and transferred funds to the Division of Water Infrastructure to administer. This transfer ended the Housing Rehabilitation program portion of the CDBG Program. The CDBG Infrastructure grants are intended to improve the life of low to moderate income people.
2. The Community Development Block Grant for Economic Development (CDBG-ED) provides grants to local governments that partner with a pro-profit business to bring public infrastructure improvements and building renovation services.
3. The CDBG- Downtown Redevelopment Fund is designed for infrastructure upgrades of downtown buildings in order to meet current code requirements. The upgrades should be for vacant or underutilized downtown commercial buildings. An underutilized building is defined as a property that is less than fully utilized or used below its potential. This fund is designed to return vacant or underutilized commercial buildings to economic use for new and/or expanded business. The goal of the fund is the prevention or elimination of urban blight.
4. A local government applicant must propose a project in conjunction with a private for profit business that proposes to renovate a vacant and/or underutilized downtown building for commercial or mixed-use development. This investment is intended to encourage job creation. In order to be eligible, documentation must be provided showing that the buildings(s) or specific project area(s) in an underutilized building(s) have been vacant thirty (30) days or more prior to the date of the pre-application conference. Funds are limited to a minimum of \$300,000.00 and a maximum of \$500,000.00 municipality.
5. Tier 1 communities are not required to match the funds. Evidence of commitment of all funding sources must be submitted at the time of application.

Mayor Hodges opened the floor for comments. There being no comments from the public, Mayor Hodges closed the public hearing.

By motion of Mayor Pro tem Finnerty, seconded by Councilmember Brooks, Council agreed to continue the process to apply for Community Development Block Grant Funds and proceed with the second public hearing that will be more project specific.

**CORRESPONDENCE AND SPECIAL REPORTS:**

**MEMO – GRACE MARTIN HARWELL SENIOR CENTER – CENTER OF EXCELLENCE**

*(Accepted as presented)*

*The Division of Aging and Adult Services awards certifications at the level of Merit or Excellence based on the recommendations of a site review team. Certifications are initially awarded for 1 year and re-certifications are awarded for 5 years. In February 2017, the Grace Martin Harwell Senior Center was recertified as a Senior Center of Excellence. This certification will carry the center through 2022, which means the GMH Senior Center will operate as a Senior Center of Excellence for a total of 11 years. Centers of Excellence provide exemplary services and opportunities to their communities and serve as mentors and models to developing centers. This is a high honor and I am very proud of the Grace Martin Harwell Senior Center staff and volunteers.*

**MEMO – JULY 4, 2017** *(Accepted as presented)*

*In March of 2012, City Council authorized the City Manager to sign the Release, Hold Harmless and Indemnification agreement with Bridge Harbor, LLC. City Council also authorized the City Manager to sign the Agreement with East Coast Pyrotechnics, INC. The Manager was authorized to sign these agreements for future years as long as the release or agreement did not change.*

*The Release, Hold Harmless and Indemnification Agreement from the City to Bridge Harbor, LLC for the use of Bridge Harbor, LLC's property during the July 4, 2017 has been executed.*

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*The Agreement with East Coast Pyrotechnics has also been executed. The City will again, partner with the Washington Harbor District Alliance for the July 4<sup>th</sup> festivities.*

**REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES:**  
**HUMAN RELATIONS COUNCIL** *(Accepted as presented)*

**SCHEDULED PUBLIC APPEARANCES:** NONE

**OLD BUSINESS:**

**Discussion/Approve – Ed Peed Commemoration Service:** Board member Lawrence requested all interested members of the board who wish to be interviewed meet at WITN-TV Station on Friday, February 17, at 5:40 am.

Board members agreed to meet at Fire Station One at 10:00 am the morning of the Commemoration service for Edward Peed. The set up will be the same as previous years. Menu created and approved by members of HRC Board.

**Discussion – “Be Brave: Race Together”:** Board member Griffin provided an update on the meet and greet “Be Brave: Race Together” project held on Saturday, January 28, 2017 at 11:00 am. He expounded on attendee’s, issues addressed, and the participation of citizens in attendance. Board member Griffin noted it was a successful meeting and those in attendance requested to keep the project moving forward. Next meeting date tentatively scheduled for the 4<sup>th</sup> Saturday in March at 9:00 am.

**NEW BUSINESS:** NONE

**OTHER BUSINESS:**

**FYI** – All FYI items and reminders were discussed inclusive of the January 10, 2017 report submitted to City Council and the financial report.

**OPEN DISCUSSION:**

Council liaison Pitt requested update(s) from Washington Police & Fire Services, Kimberly Grimes. Ms. Grimes stated the Gang Free NC Symposium: Session II will be held on Friday, April 7, 2017 at the First United Methodist Church from 8:00 am – 4:00 pm. The event is free but requires pre-registration with lunch being provided. Registration must be received by Friday, March 31 in order to participate.

Secretary Johnson informed board members that Ms. Florence Lodge wishes to be reconsidered for reappointment. By consensus, the board along with Council liaison Pitt agreed to provide Ms. Lodge with an application and her name will be submitted to City Council for appointment on Monday, February 27, 2017.

**APPOINTMENTS: RECREATION ADVISORY COMMITTEE**

By motion of Councilmember Brooks, seconded by Beeman, Council appointed Meredith Loughlin to the Recreation Advisory Committee to fill a vacant un-expired (inside) position; term to expire June 30, 2017.

**CLOSED SESSION –(A)(3) ATTORNEY/CLIENT PRIVILEGE AND**  
**(A)(4) ECONOMIC DEVELOPMENT**

By motion of Councilmember Mercer, seconded by Councilmember Brooks, Council agreed to go into closed session at 6:20 pm under NCGS§143-318.11 (A)(3) Attorney/Client Privilege and (A)(4) Economic Development.

By motion of Councilmember Mercer, seconded by Councilmember Brooks, Council agreed to come out of closed session at 6:45pm.

**OLD BUSINESS:**

**AUTHORIZE** – MANAGER TO SIGN THE GRANT APPLICATION FOR A PUBLIC ACCESS GRANT FROM DCM IN ORDER TO IMPROVE THE PEDESTRIAN BOARDWALK ALONG THE WATERFRONT

John Rodman reviewed the request with Council by explaining the Division of Coastal Management awards about \$1 million a year in matching grants to local governments for projects to improve pedestrian access to the state's beaches and waterways. Funding for the Public Beach and Coastal Waterfront Access Program comes from the N.C. Parks and Recreation Trust Fund. Local governments may use access grants to construct public access facilities, including parking areas, restrooms, dune crossovers and piers. Projects range in size from small, local access areas to regional access sites with amenities such as large parking lots, bathrooms and picnic shelters. Towns and counties also may use the grants to replace aging access facilities. In addition, local governments can use the funds to help acquire land for access sites or to revitalize urban waterfronts.

There are three alternatives to improving the boardwalk:

1. Construct new concrete based boardwalk.
2. Construct new wooden boardwalk.
3. Repair existing wooden boardwalk.

A public access grant was used to construct the original boardwalk in 2001 at a cost of \$355,250. The grant was in the amount of \$100,000 and the City's match was \$255,250. The pre-application is due April 10<sup>th</sup>. We do have an open application with the new fishing pier at Havens Gardens but we can submit this application as well. Mr. Rodman noted the boardwalk is in need of repair and we can take advantage of these grant funds to repair or replace the boardwalk.

Councilmember Mercer discussed several observations with replacing the access walkways near Moss Landing. Mr. Rodman noted the linear footage in the quote includes the access walkways. He asked how could you construct the boardwalk without disturbing the wetland. John Rodman noted the contractor would be familiar with how to do that. Do you need a CAMA permit for this project? Mr. Rodman noted if we are replacing pilings then we would. Councilmember Mercer also asked that if we apply for grant and they award an amount less than we applied for, do we have the right to refuse the grant at the time it is offered. Mr. Rodman noted that Council would not be obligated to accept the grant. Councilmember Mercer stated he has received comments saying concrete is too hot during the summer and unpleasant to walk on. He also commented there is no indication we would get a grant to do the other half of the boardwalk.

Councilmember Brooks asked when the walkway was originally constructed and what the lifespan of concrete is. Mr. Rodman responded it was built in 2001 and noted concrete has a life expectancy of 25+ years. Councilmember Brooks noted he was in favor of applying for the grant using concrete slats as well as applying for a future grant for the other half of the walkway.

Councilmember Pitt stated that concrete is hard to walk on and he would be in favor of wood; Mayor Hodges disagreed. Mayor Pro tem Finnerty inquired if Mr. Rodman had received any complaints regarding the walkability of the concrete slats at the new pier and Mr. Rodman said he had not.

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council authorized the Manager to sign the Public Beach and Coastal Waterfront Access Grant application to improve Phase 1 of the pedestrian boardwalk along the waterfront and wetland pond using concrete slats. Motion carried 3-2 with Council members Mercer and Pitt opposing.

**AUTHORIZE – MAYOR TO SIGN THE CONTRACT AGREEMENT FOR GRANT NUMBER 2017-115-3201-2587 “RIBEYES OF WASHINGTON” AND ADOPT GRANT PROJECT ORDINANCE**

Kevin Richards, Mid- East Commission reviewed the grant requirements with Council. The City was awarded a \$25,000 Building Reuse Grant on February 16, 2017. The grant requires that the restaurant create five full-time jobs – funding is based on \$5,000 per job. These jobs must be maintained for six consecutive months. The grant is a two-year grant (eighteen months for renovations and six months for the jobs). The grant requires a Legally Binding Commitment and Promissory Note from the building owner. The grant period is from February 16, 2017 – February 16, 2019.

Justin Pate with Ribeyes came forward and noted he has already hired eight employees and has plans to hire an additional twelve. He explained renovations will begin next week and a projected opening date of the first week of May 2017.

By motion of Mayor Pro tem Finnerty, seconded by Councilmember Beeman, Council authorized the Mayor to sign contract agreement for Grant Number 2017-115-3201-2587 "Ribeyes of Washington" subject to addressing certain contingencies in the Grant Agreement and the Legally Binding Commitment including a Promissory Note/Notice and adopted the Grant Project Ordinance.

**A GRANT PROJECT ORDINANCE FOR  
RIBEYES BUILDING REUSE GRANT  
GRANT # 2017-115-3201-2587  
CITY OF WASHINGTON, N.C.  
FOR FISCAL YEAR 2016-2017**

**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. The project authorized is for the NC Department of Commerce Building Reuse Grant for the Ribeyes of Washington Project.

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:

57-60-4930-4500	Construction	\$26,250
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Section 4. The following revenue is anticipated to be available to complete this project:

57-60-3480-3300	Building Reuse Grant	\$25,000
57-60-3352-0000	City Match	<u>1,250</u>
	Total	\$26,250

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 this 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.



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This the 13<sup>th</sup> day of March, 2017.

ATTEST:

s/Cynthia S. Bennett  
CITY CLERK

s/Jay MacDonald Hodges  
MAYOR

**NEW BUSINESS:**

**ADOPT – ORDINANCE TO AMEND CHAPTER 2, ARTICLE XVII, LIBRARY BOARD  
- TO UPDATE BOARD MEMBERSHIP**

Councilmember Mercer suggested amending the wording to reflect the following “Trustees shall meet on a schedule which shall be adopted each December” instead of setting a specific day of the month and time for the meeting.

By motion of Councilmember Mercer, seconded by Mayor Pro tem Finnerty, Council Accepted the recommendation of the Library Board and adopted an Ordinance to Amend Chapter 2, Administration, Article XVII, Library Board, of the Washington City Code in order to increase the number of members on the Board of Trustees from six to seven members.

**An Ordinance to Amend Chapter 2, Administration, Article XVII,  
Library Board, of the Washington City Code**

WHEREAS, NCGS 153A-261 recognizes that the availability of adequate, modern library services and facilities is in the general interest of the people of North Carolina and a proper concern of the State and of local governments; and

WHEREAS, NCGS 153A-265 authorizes the governing body of a county or city may appoint a library board of trustees. The governing body shall determine the number of members of the board of trustees (which may not be more than 12), the length of their terms, the manner of filling vacancies, and the amount, if any, of their compensation and allowances. The governing body may remove a trustee at any time for incapacity, unfitness, misconduct, or neglect of duty; and

WHEREAS, the amendment set out below is made in accordance with NCGS 153A-265; and

WHEREAS, the amendment set out below is intended to help provide modern library services and facilities in the general interest of the City of Washington.

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

Section 1. That **Chapter 2, Article XVII, Library Board, Section 2-455, Board created**, be amended by changing:

(a) *Membership composition; appointment; term.* There shall be and hereby is created the Library Board of Trustees for the George H. and Laura E. Brown Library, consisting of ~~six (6)~~ seven (7) members. The trustees shall be appointed by the City Council in accordance with section 2-531(a) and shall serve ~~six-year~~ three year staggered terms. The terms of two (2) members expire on June 30 of each odd-numbered year.

Section 2. That **Chapter 2, Article XVII, Library Board, Section 2-457, Proceedings**, be amended by changing that:

The Library Board of Trustees shall appoint a secretary and such other subordinates as may be authorized by the City Council. The Chairman of the Board shall be a citizen of the city. ~~Meetings of the Board of Trustees shall be held at the call of the chairman~~ The Board of Trustees shall meet on a schedule which shall be adopted each December and at such other times as the Board of Trustees may determine. The Board shall adopt such rules or bylaws as it deems appropriate in accordance with section 2-532. All meetings of the Board of Trustees shall be open to the public. The Board of Trustees shall keep minutes of its proceedings, showing the vote of each member upon every question or, if absent or failing to vote, indicating such fact, and shall also keep records of its other official action.

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

Section 4. All Ordinances or parts in conflict herein are repealed.  
Adopted this the 13th day of March, 2017.

ATTEST:

s/Cynthia S. Bennett  
CITY CLERK

s/Jay MacDonald Hodges  
MAYOR

**ANY OTHER ITEMS FROM CITY MANAGER:**

**ISO – BUILDING CODE EFFECTIVENESS GRADING SCHEDULE**

Dean Burbage, Chief Building Inspector reviewed the following notice with Council and explained we will have a regression in our BCEGS (Building Code Effectiveness Rating Schedule). The current rating on commercial property is a 3 out of 10 while residential property is a 4 out of 10. Due to the State being behind schedule on adopting the building and technical codes, we are expecting a regression to a score of 7 in commercial and an 8 in residential. Mr. Burbage noted we will not see an increase in homeowners insurance with these changes.

1000 Bishops Gate Blvd., Suite 300  
Mt. Laurel, NJ 08054  
tel. 1 800 444-4554



February 28, 2017

Mr. Dean Burbage, Chief Building Official  
Washington  
102 East Second Street, PO Box 1988  
Washington, NC 27889

Re: Building Code Effectiveness Grading Schedule  
Washington, Beaufort County, NC

Dear Mr. Burbage:

Insurance Services Office, Inc. (ISO) is responsible for evaluating all jurisdictions that have a building code enforcement department. Working on behalf of insurance companies around the country, ISO uses the Building Code Effectiveness Grading Schedule (BCEGS®) to recognize the building codes in effect in your community and how your community enforces its building codes. ISO provides the information to insurers, which may use the evaluations in underwriting for property insurance in the community.

The concept is simple: municipalities with well-enforced, up-to-date codes should demonstrate better loss experience, and insurance rates can reflect that. The prospect of reducing losses and ultimately lowering insurance costs provides an incentive for communities to enforce their building codes rigorously.

The anticipated upshot: safer buildings, less damage, and lower insured losses.

The BCEGS program assigns each municipality a BCEGS classification — a number from 1 to 10. Class 1 represents exemplary commitment to building-code enforcement.

ISO previously visited Washington to evaluate your building-code enforcement. Our survey resulted in a Class 4 for residential buildings and a Class 3 for commercial buildings constructed in or after that year.

ISO is now preparing to review your community once again to determine whether to revise your BCEGS gradings. We've prepared a questionnaire that will help us determine your community's appropriate classifications. We've already filled in the questionnaire with information from our last survey of your community.

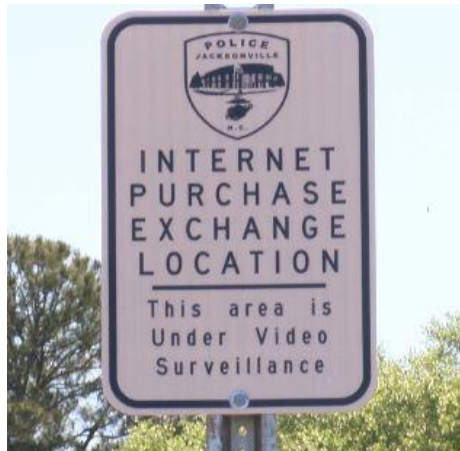
**ANY OTHER BUSINESS FROM THE MAYOR OR OTHER MEMBERS OF COUNCIL:**

**DISCUSSION – BUSINESS CARDS (COUNCILMEMBER PITT)**

Councilmember Pitt suggested that each member of Council have their business cards located at the Customer Service desk on first floor of the Municipal Building. He noted that this was a voluntary action for Council members. (no action taken by Council)

**DISCUSSION – INTERNET PROCUREMENT ZONE (COUNCILMEMBER PITT)**

Councilmember Pitt suggested that the Washington Police Department be used as an internet purchase exchange location. He noted people are purchasing items on the internet (Facebook, Craigslist, etc.) and meet at various locations in the City to make those exchanges. The Police Department would be a much safer location to conduct those transactions. Councilmember Pitt explained the following municipalities are already using the Police Department as an internet purchase exchange location (Greenville, Williamston, and Jacksonville). Councilmember Beeman noted this was a great idea, but was concerned over possible parking issues. Chief Drakeford stated he did not foresee many people making those sales exchanges at one time and his department would make this process work. The Police Department is already used as a safe zone for child custody exchanges.



**CLOSED SESSION: UNDER NCGS §143-318.11 (A)(3) ATTORNEY CLIENT PRIVILEGE, (A)(4) ECONOMIC DEVELOPMENT AND (A)(5) ACQUISITION OF PROPERTY**

By motion of Councilmember Pitt, seconded by Councilmember Brooks, Council agreed to go into closed session at 7:10 pm under NCGS§143-318.11 (A)(3) Attorney/Client Privilege, (A)(4) Economic Development and (A)(5) Acquisition of Property.

By motion of Councilmember Beeman, seconded by Councilmember Brooks, Council agreed to come out of closed session at 7:45pm.

**ADJOURN:**

By motion of Councilmember Pitt, seconded by Mayor Pro tem Finnerty, Council adjourned the meeting at 7:45pm until Monday, March 27, 2017 at 5:30pm, in the Council Chambers.

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