
SCHEDULED PUBLIC APPEARANCES: NONE

CORRESPONDENCE AND SPECIAL REPORTS:

MEMO – REPORTING OF REALLOCATION OF FUNDING FOR FY 2014-2015

(memo accepted as presented), Matt Rauschenbach, Administrative Services Director/C.F.O.

The following reallocations of funding between divisions within the Electric Fund has been approved by the City Manager in order to cover overspent departments with inter-departmental funds, thus avoiding additional appropriations.

Electric Fund:

-Increased Power Line Maint Department	\$15,010
-Decreased Non-departmental	(15,010)

NCGS 159-15 states that this shall be reported to the Council at its next regular meeting and be entered in the minutes.

REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES:

HUMAN RELATIONS COUNCIL *(accepted as presented)*

MISSION STATEMENT

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

SCHEDULED PUBLIC APPEARANCES: None

OLD BUSINESS:

Update – Housing Symposium: Board member Recko provided the following updates:

City of Washington/Washington Housing Symposium
“A Home is more than Bricks and Mortar!”

- *Event scheduled on Thursday, July 30, 2015*
- *Tentative time from 8:30am – 1:30pm*
- *Keynote speaker will include a representative from HUD and/or NCHFA and a Realtor*
- *Welcome/Introductions: Contact Mayor and or County Commissioner for their availability*
- *Next meeting scheduled for Housing Coalition – key planning/strategies Wednesday, July 1, 2015.*

FYI – Appointments made by City Council on June 8, 2015: Chairman Hughes reviewed the following appointments made by City Council on Monday, June 8, 2015: Reappointed Remanda F. St. Clair and appointed Kelly J. Hammonds and Norman V. Hawn; terms to expire on June 30, 2018.

Board members acknowledged Board member Howard for her twelve (12) years of service to the Human Relations Council. Board member Howard stated she was happy to have worked with the Board and will continue to help in any way possible.

Appointment – of Chair and Vice-chair for Fiscal year 2015-2016:

By motion of Board member O’Pharrow seconded by Board member Recko, Council appointed Remanda F. St. Clair as Chair to the Human Relations Council for Fiscal Year 2015-2016.

By motion of Vice-chair St. Clair, seconded by Board member O’Pharrow, Council appointed Bonita Wright as Vice-chair to the Human Relations Council for Fiscal Year 2015-2016.

NEW BUSINESS: None

OTHER BUSINESS:

FYI – All FYI items and reminders were discussed inclusive of the May 12, 2015 report submitted to City Council, and financial report, and invoice for the Housing Symposium.

Interim City Manager, Bobby Roberson tasked the Human Relations Council Board members to consider exploring the issue that occurred in Ferguson and noted this will be discussed later during the year regarding what plan of action is required to move forward. Also, look into emergency housing for our citizens when and if we are hit by a Hurricane.

OPEN DISCUSSION: NONE(end of report)

APPOINTMENTS:

APPOINTMENT – TO THE BOARD OF COMMISSIONERS OF THE NORTH CAROLINA EASTERN MUNICIPAL POWER AGENCY

By motion of Mayor Pro tem Mercer, seconded by Councilman Beeman, Council appointed Interim City Manager Bobby Roberson as Second Alternate Commissioner to the North Carolina Eastern Municipal Power Agency Board of Commissioners.

APPOINTMENTS – VARIOUS BOARDS, COMMISSIONS, AND COMMITTEES

By motion of Councilman Brooks, seconded by Councilman Beeman, Council appointed Ray Midgett to the Recreation Advisory Committee to fill a vacant (**inside**) position, term to expire June 30, 2018.

By motion of Councilman Brooks, seconded by Councilman Beeman, Council appointed David C. Mays to the Recreation Advisory Committee to fill a vacant (**inside**) position, term to expire June 30, 2018.

By motion of Councilman Brooks, seconded by Councilman Beeman, Council appointed Patrick C. Griffin, to the Enlarged Planning Board, to fill a vacant position, term to expire June 30, 2017 in concurrence by the Beaufort County Commissioners.

By motion of Councilman Beeman, seconded by Councilman Brooks, Council appointed Monica Ferrari, to the Historic Preservation Commission to fill a vacant position, term to expire June 30, 2016.

OLD BUSINESS:

APPROVE – PURCHASE OF NEW EMS TRUCK

This is a request for Council to approve the purchase of an EMS Truck from Select Custom Apparatus through a piggyback of the Florida Sheriff's Association in accordance with G.S. 143-129(g). This purchase is the same method and vendor that was used on the replacement of the previous EMS vehicle and will be of the same make and model. The purchase of this vehicle now will avoid additional costs that will be incurred with upcoming changes in standards for stretcher mounting in trucks, as well as modifications to existing stretchers for new mounting systems.

By motion of Mayor Pro tem Mercer, seconded by Councilman Beeman, Council approved the purchase and purchase order in the amount of \$148,066 for the 2015 EMS truck from Select Custom Apparatus.

Mayor Pro tem Mercer commended Chief Rose on getting a good price on this vehicle.

APPROVE – CONTRACTS WITH DAVEY TREE EXPERT SERVICE FOR FY 2015-16 FOR THE ELECTRIC FUND AND APPROVE CORRESPONDING PURCHASE ORDERS

Electric Director, Keith Hardt explained that in October of 2014 due to safety, performance and personnel management concerns, staff replaced Asplundh Tree Expert Company with Davey Tree Expert Company for right-of-way maintenance on the City's electric system.

Prices were solicited from the ElectriCities of North Carolina tree trimming bid schedule as well as Davey Tree Expert Service.

Description	Asplundh	Carolina Tree	Davey Tree
Working Foreman	\$29.85	\$34.15	\$35.19
Climber	\$26.91	\$29.39	\$31.28
Groundman	\$23.02	\$21.96	\$23.46
65ft. Aerial Device	\$41.09	N/A	\$29.63
Chipper	\$6.80	\$7.12	\$4.51
Estimated Annual Cost	\$265,553	Non-responsive	\$258,066

*Carolina Tree Service is not able to supply the 65ft. aerial device.

Mr. Hardt recommended continuation with our right-of-way maintenance with Davey Tree Expert Company. The recommendation is based on the current experience of the City's electric system with Davey Tree Expert Service. It is also based on our past poor experience with Asplundh, and that Carolina Tree cannot supply the 65 foot aerial device that is needed to reach our right-of-way overhangs.

Mr. Hardt noted the goal is to not trim anymore but just to spray. If the tree is located within the 15ft. right-of-way, it will be removed. Mayor Pro tem Mercer voiced this is a change in operating philosophy. Mr. Hardt explained that this process was discussed in the CIP, Budget and with the Electric Utilities Advisory Board ~ it is a money saving effort.

By motion of Councilman Beeman, seconded by Councilman Brooks, Council approved contracts with Davey Tree Expert Service for FY 2015-16 in the amount of \$260,000 for the entire year and in the amount of \$72,000 for a 13-week period for the Electric Fund and approved the corresponding purchase orders.

ADOPT/AMEND – CONTRACT AND RFP TO ALLOW CART VENDORS ON STEWART PARKWAY (3 LOCATIONS); AND AMEND THE CITY CODE CHAPTER 22, ARTICLE I, SECTION 22-5

In 2002 a vending contract was created for two locations on Stewart Parkway and one location on Havens Gardens for food vendors. The City sent out RFP's and a contract was entered into with Jimbo Jumbo's. The Recreation Department has received another request for vending on Stewart Parkway. Currently section 22-5 of the City Code prohibits peddling on the waterfront. During the May 11, 2105 Council Meeting, by motion of Mayor Pro tem Roberson, seconded by Councilman Brooks, Council voted to allow up to three vendors on Stewart Parkway and instructed staff to follow the RFP process as established in 2002.

Mayor Pro tem Mercer expressed concern with several areas of the contract:

- License Fee: It is **suggested** that a minimum annual license fee of \$1,800 be proposed by each vendor for each vending site location desired. *A fee should be set and this language should be revised.*
- Special Events include:
 1. EC Wildlife Arts Festival
 2. **Marine Market** *(Is all of Stewart Parkway closed for this event? Yes it is closed. If the portion of the street that the vendor has reserved is not closed for a special event, does he/she have to move? The vendor will have to get permission from the event organizer to maintain their location.*
 3. Summer Festival
 4. July 4th Festival
 5. Smoke on the Water
- Licensee shall not deliver to, or remove Licensee's vending cart or other equipment proposed for use from, its location on Stewart Parkway during the hours of **11:00 am to 1:00 pm** by means of a motor vehicle. *Why is vendor restricted during this time period?*
- Licensee shall provide and utilize a vending cart or container that shall be limited to one self-contained unit not larger than four feet by six feet in size and **six and one half feet in height** for the purpose of serving the approved food and beverage items. *Concern was expressed for the height of the cart which includes the cover over the cart – it was suggested that the height of the cart should be 7 ½' instead of 6 ½'.*
- The City reserves the right, in its sole discretion, to permit nonprofit organizations to hold events, conduct activities, and sell food, beverages, etc., either directly or indirectly through concessionaires of their own choice on Stewart Parkway as well as the accompanying promenade. Notwithstanding anything to the contrary herein, **the City reserves the right, in its sole discretion, to grant additional licenses for concessions on Stewart Parkway as well as the accompanying promenade.** *Mayor Pro tem Mercer suggested that the statement should read "...grant up to three sites for concessions on Stewart Parkway...."*
- Discussion was held regarding insurance coverage. The City Attorney explained this is the minimum standard requirement and is consistent with what we've done before.
- Revoke License: Offered for sale any food, beverages, or other items other than those specified herein. *Vendor should be given the opportunity to rectify the problem instead of immediately having the contract terminated.*
- Licensee shall keep or cause to be kept complete records of the business it conducts or transacts arising from this License as well as any additional records reasonably requested by the Manager and, upon request, provide any such records or reports that may be required by the Manager. *Concern was posed regarding this item.*

- Councilman Beeman asked, where will the vendor dispose of their trash? *A dumpster should be designated (possibly near dockmaster station) and maybe an additional \$25 fee for use of the dumpster. Mr. Holscher said the contract is subject to revision and not part of the RFP.*

Discussion was held regarding authorizing staff to issue the RFP for placement of vendor carts along Stewart Parkway with a due date of August 10th. The contract will need to be revised with the comments made tonight.

By motion of Mayor Pro tem Mercer, seconded by Councilman Brooks, Council asked staff to request RFP's for the placement of concessions (vendor carts) along Stewart Parkway - due date of August 10th.

By motion of Mayor Pro tem Mercer, seconded by Councilman Beeman, Council asked staff to revise the contract in response to the comments made tonight.

ADOPT – BUDGET ORDINANCE AMENDMENT TO PROVIDE FUNDING FOR KEYS LANDING CDBG GRANT CLAW BACK

The third installment of the Keys Landing CDBG grant claw back in the amount of \$75,000 was due July 1, 2015. Construction is complete on one non-qualifying LMI household and construction on two homes is nearing completion.

By motion of Mayor Pro tem Mercer, seconded by Councilman Pitt, Council adopted a Budget Ordinance Amendment to provide funding for the Keys Landing CDBG Grant claw back.

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2015-2016

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

Section 1. That the Estimated Revenues in the General Fund be increased in the amount of \$75,000 in the account Fund Balance Appropriated, account number 10-00-3991-9910.

Section 2. That the following account number in the Miscellaneous department of the General Fund appropriations budget be increased in the amount indicated to pay the CDBG grant claw back for the Keys Landing project:

10-00-4400-5701	Miscellaneous Expense	\$75,000
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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 July, 2015

ATTEST:

s/Cynthia S. Bennett
City Clerk

s/Jay MacDonald Hodges
Mayor

ADOPT – GRANT PROJECT ORDINANCE FOR CWSRF SEWER IMPROVEMENT PROGRAM

The City applied for and was awarded a \$2,000,000 loan from the CWSRF program. \$500,000 of the total loan will be in the form of principal forgiveness, with the balance being at 0% interest.

By motion of Councilman Pitt, seconded by Councilman Beeman, Council adopted a Grant Project Ordinance for the recently awarded Clean Water State Revolving Fund sewer improvement program.

A GRANT PROJECT ORDINANCE FOR CWSFR SEWER GRANT CITY OF WASHINGTON, N.C. FOR FISCAL YEAR 2015-2016

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 Clean Water State Revolving Fund sewer improvement program.

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:

74-90-4930-0405	Engineering	\$ 300,000
74-90-4930-0401	Loan fee	2,000
74-60-4930-4500	Construction	<u>1,698,000</u>
	Total	\$2,000,000

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

74-90-3480-8900	CWSRF Principal Forgiven	\$ 500,000
74-90-3480-3400	CWSRF Loan	<u>1,500,000</u>
	Total	\$2,000,000

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 ordinance shall be furnish to the City Clerk, and to the Budget Officer, and to the Finance Director 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.

This the 13th day of July, 2015

ATTEST:

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

**s/Jay MacDonald Hodges
Mayor**

PUBLIC HEARING – ZONING: NONE

PUBLIC HEARING: OTHER 6:00PM

ADOPT – ORDINANCE TO AMEND CHAPTER 40. ARTICLE VI, SECTION 40-93, TABLE OF USES

Mayor Hodges opened the public hearing. City Attorney, Franz Holscher explained the public hearing tonight is regarding a City Code Ordinance Amendment and will require a 2/3 vote.

Dot Moate representing the Planning Board explained that the Planning Board received a request from Mr. Joe Davis IV to amend the Zoning Ordinance to include Private Dormitories as a Special Use in the R-9S (Residential) Zoning District.

The Planning Board met June 23, 2015 to discuss the request by Mr. Davis and made the following facts and conclusions:

1. Currently, Private Dormitories are allowed only within the City's RMF (Residential Multi-Family) Zoning Classification.

2. Mr. Davis plans to operate a post high school graduate prep school on the property located at 1110 North Market Street. The dormitory would be used to house the students attending the proposed school.
3. The Planning Board felt that the proposed amendment was inconsistent with any comprehensive plan, area plan or elements thereof.
4. The Planning Board felt the impact to the adjacent property owners and the surrounding neighborhood was **unreasonable**, and the benefits of the amendment would **not** outweigh any potential inconvenience or harm to the community.
5. The Planning Board felt the proposed use was **not** similar to other uses in the zoning district and was **not** compatible to the surrounding area and the zoning district.
6. In conclusion the Planning Board felt the request to amend the Zoning Ordinance to allow Private Dormitories, as a Special Use, in the R-9S Zoning District is **unreasonable** due to inconsistency with the zoning ordinance.

Based on the findings and conclusions the Planning Board voted 5-0 to recommend to City Council that the request to amend the Zoning Ordinance to include Private Dormitories as a Special Use in the R-9S (Residential) Zoning District **not be approved**.

Joe Davis, IV representing ScoutsFocus, came forward and explained his proposed project. He explained that he would like to use the property owned by his father at 1110 N. Market Street as a dormitory for the basketball project. Mr. Davis explained the purpose of the ScoutsFocus Recruiting business and the history of the program. Mr. Davis addressed and answered questions from the Council.

The following people spoke in opposition the text amendment:

Polk Culpepper	Alana Cameron	Sandra Hughes	Nita Arnold
Liz Barnhardt	Michael Tahaney	Laura (last name not provided)	

The following people spoke in support of the text amendment:

Joe Davis, IV	Joe Davis, III	Rob (last name not provided)
John Cantrell	Carl Holder	Ryan (last name not provided)
Ronnie Booth	Jonathan Chandler	Dasonte Porter

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

Mayor Pro tem Mercer reminded Council that the request before them tonight is whether or not to approve the requested text amendment that would allow dormitories in a residential area. If approved, this would allow dormitories in all residential areas – not just the location in question.

Councilman Pitt discussed the educational aspect of the proposed program and didn't see proof where the program is associated with Beaufort County Schools or BCCC. Councilman Brooks expressed that he feels it is not right to have dormitories in a residential neighborhood. Councilman Beeman acknowledged that the Council will only be voting on the text amendment to allow dormitories in a residential neighborhood and not the basketball program proposed by Mr. Davis.

By motion of Mayor Pro tem Mercer, seconded by Councilman Beeman, Council accepted the recommendation of the Planning Board to **not** approve the Ordinance to amend **Chapter 40. Article VI, Section 40-93, Table of Uses**, by adding that **Private Dormitories** as a Special Use Permit within the R-9S Residential Classification.

*Recess

OLD BUSINESS CONTINUED:

DISCUSSION – UPDATE ON ELECTRIC ASSET SALE AND RATE SCHEDULE

Mayor Pro tem Mercer informed Council that he spoke with Graham Edwards (CEO of ElectriCities) and was advised the electric asset sale should be completed by July 31st. Mayor Pro tem Mercer suggested a 6% reduction for residential and small general service customers with an effective date of August 1st (subject to closure of sale).

By motion of Mayor Pro tem Mercer, seconded by Councilman Beeman, Council authorized a 6% rate reduction for residential and small general service customers with an effective date of August 1, 2015 (subject to the closing of the electric asset sale).

AUTHORIZE - INTERIM CITY MANAGER TO RENEW AND SIGN “AN AGREEMENT TO PROVIDE PROFESSIONAL CONSULTING AND RELATED SERVICES” WITH RETAIL STRATEGIES, LLC TO ASSIST THE CITY OF WASHINGTON IN RETAIL RECRUITMENT AND RETENTION EFFORTS FOR A COST OF \$15,000 FOR FISCAL YEAR 2015-2016

By motion of Councilman Pitt, seconded by Councilman Beeman, Council authorized the Interim City Manager to renew and sign “An Agreement to Provide Professional Consulting and Related Services” with Retail Strategies, LLC to assist the City of Washington in retail recruitment and retention efforts for a cost of \$15,000 for fiscal year 2015-2016.

Mayor Pro tem Mercer inquired if quarterly reports were supposed to be submitted from Retail Strategies and Mr. Roberson stated reports are to be submitted. RSI has noted recruitment success stories with the following establishments.

- Zaxby’s
- Little Caesars
- National Grocery Store
- Quick Service Restaurant
- Hibachi Japan
- Waffle House
- East Cost Wings

NEW BUSINESS:

AUTHORIZE – RECREATION MANAGER TO APPLY FOR THE RECREATIONAL TRAILS PROGRAM GRANT PRE-APPLICATION 2016

The Recreation Department has been working diligently with Sound Rivers Inc, formally PTRF, the Beaufort County Chamber of Commerce, and the Tourism Development Authority. We have applied for this grant and similar funding sources. The project is ready to build and we already have the CAMA permit for this project. There is a 25% cash or in-kind match.

Mayor Pro tem Mercer noted this is giving permission to only apply for the grant.

By motion of Councilman Brooks, seconded by Councilman Beeman, Council authorized the Recreation Manager to apply for the Recreational Trails Program Grant Pre-Application in the amount of \$26,000. This grant pre-application is to construct a canoe/kayak launch at the Havens Gardens Boat Ramp.

AMEND – CHAPTER 18, SECTION 123 – DESIGNATED PROHIBITED PARKING AREAS

The request is to prohibit parking on the north side of Main Street, twenty (20) feet west of the driveway to the Peterson Building parking lot. Currently, it is extremely difficult to see oncoming traffic west of this driveway when exiting the parking lot.

By motion of Councilman Beeman, seconded by Councilman Brooks, Council adopted an ordinance to amend Chapter 18, Section 123, Designated prohibited parking areas, in reference to no parking on West Main Street adjacent to the Peterson Building parking lot, as outlined in the attached ordinance, with an effective date of July 14, 2015.

AN ORDINANCE TO AMEND CHAPTER 18, ARTICLE V, SECTION 18-123: DESIGNATED PROHIBITED PARKING AREAS, OF THE WASHINGTON CITY CODE
BE IT ORDAINED by the City Council of the City of Washington, North Carolina:

Section 1. That Chapter 18 Section 18-123 – Designated prohibited parking areas, be amended to add the following:

Main Street (north side), twenty (20) feet west of the driveway to the Peterson Building.

Section 2. All ordinances in conflict with this ordinance are hereby repealed.

Section 3. This ordinance shall become effective July 14, 2015.

This the 13th day of July 2015.

ATTEST:

s/Cynthia S. Bennett
City Clerk

s/Jay MacDonald Hodges
Mayor

**AUTHORIZE – THE MANAGER TO EXECUTE PROFESSIONAL SERVICES AGREEMENT
WITH ARK CONSULTING GROUP, PLLC FOR DRAINAGE IMPROVEMENTS**

The FY 2015-2016 budget included funding for additional needed drainage improvements around Washington. These included improvements in the Jack’s Creek drainage basin between 7th and 9th Streets and near Willow Street as well as improvements between Alderson Road and Reed Drive in Smallwood. With the execution of this agreement, Ark Consulting Group will perform the engineering services necessary including design, bid and construction observation and administration services necessary for this work to be completed. Mr. Roberson stated Ark Consulting Group has members that were once part of Rivers & Associates.

By motion of Council Pitt, seconded by Councilman Brooks, Council authorized the Manager to execute the Professional Services Agreement with Ark Consulting Group, PLLC for drainage improvements and approved the corresponding purchase order.

**ADOPT – DECLARATION OF OFFICIAL INTENT TO REIMBURSE FOR FISCAL YEAR
2015/2016 INSTALLMENT PURCHASE EXPENDITURES INCURRED PRIOR TO THE
ISSUANCE OF DEBT**

Installment financing is budgeted for January 2016. This declaration authorizes the City to reimburse itself for Council approved expenditures prior to the issuance of debt. Also, it is anticipated that requests will be made for some purchases prior to the issuance of debt due to necessity, the ability to complete this fiscal year, and to avoid price increases.

By motion of Mayor Pro tem Mercer, seconded by Councilman Beeman, Council adopted a Declaration of Official Intent to Reimburse for Fiscal Year 2015-2016 installment purchase expenditures incurred prior to the issuance of debt.

DECLARATION OF OFFICIAL INTENT TO REIMURBRSE

This declaration (the “Declaration”) is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of the City of Washington, North Carolina (the “Issuer”) with respect to the matters contained herein.

1. **Expenditures to be Incurred.** The issuer anticipates incurring expenditures (the “Expenditures”) for budgeted installment purchases (the “Projects”).
2. **Plan of Finance.** The issuer intends to finance the costs of the Projects with the proceeds of debt to be issued by the Issuer (the “Borrowing”), the interest on which is to be excluded from gross income for Federal income tax purposes.
3. **Maximum Principal Amount of Debt to be Issued.** The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Projects is \$527,500.
4. **Declaration of Official Intent to Reimburse.** The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

Adopted this the 13th day of July, 2015

ATTEST:

s/Cynthia S. Bennett
City Clerk

s/Jay MacDonald Hodges
Mayor

AUTHORIZE - INTERIM CITY MANAGER TO SIGN THE AGREEMENT WITH SELECT PHYSICAL THERAPY HOLDINGS, INC. AND REHABCLINICS, INC. ~ POST-OFFER EMPLOYMENT TESTING (POET) & POST EMPLOYMENT FIT FOR DUTY TESTING FOR THE CITY OF WASHINGTON

Bill Lurvey, Risk Manager, explained on June 8, 2015 the City Council approved adoption of the Post-Offer Employment Testing (POET) & Post Employment Fit for Duty Testing Policies. The testing will be conducted within the protocols and procedures of the WorkSTEPS corporation by Select Physical Therapy. Mr. Lurvey explained this will lower Worker's Compensation claims.

By motion of Councilman Pitt, seconded by Councilman Brooks, Council authorized the Interim City Manager to sign the Agreement with Select Physical Therapy Holdings, Inc. and RehabClinics, Inc. to provide functional employment testing for the City of Washington.

ANY OTHER BUSINESS FROM THE CITY MANAGER DISCUSSION – PROPOSED POLICE/FIRE/EMS STATION

Interim City Manager, Bobby Roberson explained that the report has been completed for the proposed new Police/Fire facility at the intersection of North Bonner and East 5th Streets. He included several front elevations for review along with a proposed estimated budget. All of the property is owned by the City and was purchased through CDBG and the FEMA buy out programs. The discussion should focus on the next step to implement the next phase for the building. This proposed structure is to house both the Police and Fire/Rescue/EMS, as submitted.

Mayor Hodges stated he understood the building would cost in the range of \$3 million or less. Mr. Roberson noted the difference in cost (\$5.2 million) is due to combining the facilities (Police/Fire/EMS station). Staff felt like it was more economically feasible to combine the facilities. Mr. Roberson noted it was his understanding the estimated land cost for this type of facility would be close to \$750,000 to a million dollars, and that's the reason staff chose this site.

Mayor Pro tem Mercer said he does not recall the Council discussing combining facilities. He requested a breakdown of the cost between Police & Fire. Mayor Pro tem Mercer suggested a small fire station on the east side and possibly make Fire Station One as Administrative office for Police. Director Drakeford noted the current fire station allows too much public access. Mr. Drakeford said that talking with other police and fire chiefs, there is a movement to start building combination departments because you're able to get two for almost the price of one. The current plans are bare minimum plans.

Mr. Roberson noted that, if built, the facility would be out of the 100-year flood plain, but the parking lot serving the facility could be in that flood plain.

Councilmembers Brooks and Pitt inquired about the impact on the budget if we decide to construct this facility. Councilman Beeman expressed concern with the financial issues but noted both facilities are in need of replacement.

For several years, the City has been setting aside part of its general-fund revenues into a reserve fund to help pay for capital expenditures such as building a new police station. That reserve designation is expected to generate \$167,000 this fiscal year.

Council directed staff to provide a breakdown on Police/Fire regarding the cost for each division to construct the new combined facility.

DISCUSSION – VEHICLES IN CIP

Interim City Manager, Bobby Roberson explained that the City of Washington will be purchasing vehicles in the up-coming fiscal year 2015-2016. In years past, we have purchased the majority of our automobiles under State contract below the \$20,000 amount. Because the price has been below the \$20,000 threshold, the City has purchased the automobiles and reported the purchase as consent agenda items. The City staff would like to continue this process in the up-coming fiscal year.

Mayor Pro tem Mercer commented he was concerned with replacing pickups with an SUV. As long as the vehicle is replaced with the same type of vehicle he doesn't have a problem with that. Council needs to know before budget is approved if vehicles are being replaced with a different type or at least inform Council before staff buys a vehicle.

**ANY OTHER BUSINESS FROM THE MAYOR OR OTHER MEMBERS OF COUNCIL:
DISCUSSION – 8U/12U BABE RUTH WORLD SERIES**

Councilman Beeman reminded everyone that the 8U/12U softball teams are pursuing the next step in their process by participating in the Babe Ruth World Series in Florida. Several fundraising events will be held throughout the area to assist the teams with expenses.

DISCUSSION – JULY 27TH COUNCIL MEETING

By motion of Councilman Pitt, seconded by Councilman Brooks, Council voted to forego the July 27th Council meeting and meet again at the next regular meeting on August 10, 2015.

CLOSED SESSION: UNDER NCGS§143-318.11(a)(6) PERSONNEL

By motion of Councilman Pitt, seconded by Councilman Beeman, Council agreed to enter into closed session under NCGS § 143-318.11(a)(6) Personnel at 8:10pm.

By motion of Councilman Beeman, seconded by Councilman Brooks, Council agreed to come out of closed session at 8:44pm.

ADJOURN:

By motion of Councilman Beeman, seconded by Councilman Brooks, Council adjourned the meeting at 8:45pm until Monday, August 10, 2015 at 5:30 pm, in the Council Chambers.

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