

The Washington City Council met in a regular session on Tuesday, January 19, 2010 at 5:30 p.m. in the City Council Chambers at the Municipal Building. Present were: Archie Jennings, Mayor; Doug Mercer, Councilman; Ed Moultrie, Councilman; William Pitt, Councilman; Gil Davis, Councilman; Bobby Roberson, Mayor Pro tem; Jim Smith, City Manager; Cynthia Bennett, City Clerk; Reatha Johnson, Assistant City Clerk; and Franz Holscher, City Attorney.

Also present were: Matt Rauschenbach, Chief Financial Officer; Robbie Rose, Acting Fire Chief; Allen Lewis, Public Works Director; Gloria Moore, Library Director; John Rodman, Planning Director; Keith Hardt, Electric Director; Philip Mobley, Parks & Recreation Director; Mick Reed, Police Chief; Ray Midgett, Information Technology Director; Mike Voss, of the Washington Daily News; Delma Blinson of the Beaufort Observer; and Brandia Deatherage.

Mayor Jennings called the meeting to order and Councilman Moultrie delivered the invocation. Mayor Jennings reminded everyone to keep the people of Haiti in their prayers.

APPROVAL OF MINUTES

By motion of Councilman Mercer, seconded by Mayor Pro tem Roberson, Council unanimously approved the minutes of December 14, 2009 as presented.

APPROVAL/AMENDMENTS TO AGENDA

Mayor Pro tem Roberson stated concern over drainage issues at Iron Creek and noted this could be discussed at the Committee of the Whole meeting. Councilman Mercer noted he has a comment regarding the Fire Department Roster on the Consent Agenda. Mayor Jennings would like to add the following:

Item XII. Other business from the Mayor

- A. Goals for the City Manager for this year (presented at Comm. of Whole)
- B. Post due funds – committee needs to be formed
- C. Partnership for the Sounds membership approval for Mayor
- D. Reconsider Joint-Use Agreement for Kugler Field
- E. Reconsider date for Committee of Whole

Item X. Old Business

- F. Adopt Budget Ordinance Amendment for Sewer Improvements along Pennsylvania Avenue (\$23,572)

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

APPROVAL OF CONSENT AGENDA

Councilman Mercer voiced concern over several members on the Fire Dept. roster that live more than 20 miles from the City limits. He noted we should be mindful of residency restrictions. By motion of Councilman Mercer, seconded by Councilman Davis, Council approved the consent agenda, as presented.

- A. Approve – 2010 Fire Department Membership Roster
- B. Adopt - Budget Ordinance Amendment Accepting Grant Funds From Wal-Mart For Public Safety Education Materials (\$1,000)

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF WASHINGTON, NC FOR THE FISCAL YEAR 2009-2010

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

Section 1. That the Estimated Revenues in the General Fund by increased in the amount of \$1,000 in the account Contributions Fire/Rescue, account number 10-10-3434-8400.

Section 2. That account number 10-10-4340-5601, Materials for Public Education, Fire Department portion of the General Fund appropriations budget be increased in the amount of \$1,000 to provide funds for public safety education.

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 19th day of January, 2010.

s/Cynthia S. Bennett
City Clerk

s/N. Archie Jennings, III
Mayor

COMMENTS FROM THE PUBLIC

Mary Rudbeck, Past President of Washington Garden Club stated the Club endorses the PARTF Grant being applied for by the City of Washington Parks and Recreation Advisory Committee to help fund a Festival Park on the waterfront. This funding will help to secure and enhance waterfront access for citizens and visitors to Washington.

James Hardison of 319 Hudnell Street, voiced concern over vehicles blocking his driveway and not allowing him to exit his drive. He also voiced concern over the dust caused by the concrete, corn and gas company vehicles. Regarding City license plates, why can't they be presented where you pay for them at, such as the tax office, instead of a different location. Councilman Mercer suggested possibly painting the curb near Mr. Hardison's driveway to prohibit parking near his driveway.

PUBLIC HEARING TO ADOPT - RESOLUTION ADOPTING ADDENDUM TO THE PARKS AND RECREATION MASTER PLAN

Mayor Jennings opened the Public Hearing and will incorporate Mr. Mobley and Ms. Suggs' comments as part of the hearing process.

Philip Mobley, Parks and Recreation Director stated his department along with a PARTF Team is in the process of applying for a Parks and Recreation Trust Fund Grant (PARTF Grant) from the State of North Carolina and administered by the NC Department of Environment & Natural Resources. The Master Plan for the Festival Park as Addendum "A" needs to be adopted to become an addendum to the City of Washington Comprehensive Parks and Recreation Master Plan. By doing this it puts the City of Washington in a more favorable position, if we are allowed to apply for this grant. The Washington Recreation Advisory Committee, PARTF Application Team (public involvement groups) and City staff are recommending the addition of Addendum "A" to the City of Washington Comprehensive Parks and Recreation Master Plan.

Susan Suggs, Coastal Planning and Design, PLLC summarized the plans for Festival Park. Festival Park is located on the Pamlico River in downtown Washington on the Waterfront. It is bound by Water Street to the north, the Estuarium to the east, Pamlico River Promenade to the south and the former Maola Plant to the west. The property has been long regarded as public open space and has been used by the public for many organized and informal activities. The purpose of this Master Plan is to incorporate public input and use patterns with the physical characteristics of the site to create a site plan for the future development of the park that will enhance the setting and its utilization by residents and visitors.

Site analysis characteristics: Festival Park is located on the south side of Water Street. The River Promenade bordering the Pamlico River from the southern boundary

of the park property. The Estuarium is located to the east. The park is easily accessible to the public from sidewalks along Water Street and the River Promenade. There is public parking conveniently located across Water Street from the park. It is designated flood plain.

The property is an open lawn area with several oak trees along the River Promenade and crepe myrtles along the western property line. The entrance walkway to the Estuarium is developed with maples and a native wild flower garden. The site slopes gently to the shoreline of the Pamlico River. The shoreline has an existing bulkhead. The site was formerly developed with buildings and a City street. Soils are a composite of native soils and urban materials. There is an unattractive wastewater pump station on the east central side of this open space. The area between this pump station and Water Street contains many underground utilities. Trees cannot be planted on these utilities nor can buildings be constructed on these utilities. There is a storm drain line and associated utility easement crossing the site generally parallel to the Pamlico River. Parallel to the promenade west of the park, there is a broad swale that ends in a large catch basin. The collected storm water continues in pipes around the Estuarium to the storm water treatment best management practices along the boardwalk. There is a large concrete slab where these pipes turn toward Water Street. East of Festival Park is the customer entrance to the Estuarium facing Festival Park. There is a native plant garden on this side of the Estuarium with displays of environmental information. The lawn of Festival Park must withstand an incredible amount of abuse due to special events with heavy equipment and general foot traffic during these events. The site must also accommodate events using tents with lots of foot traffic. The North Carolina Division of Water Quality designated a fifty foot wide buffer along the Pamlico River where no buildings are permitted. Recreation use, benches and walkways are permitted. The open lawn is now used for activities ranging from lounging in the open air, picnics, casual recreation activities and for special events including community festivals, weddings and receptions.

Recreational Needs and Public Involvement:

This site has long been regarded as an open space on the Pamlico River for public use. The Renaissance Plan -Downtown Washington Strategic Plan and Implementation Projects dated 1996 designates this area as public park with an amphitheater. The Dixon Plan-Downtown Washington Revitalization Strategy dated August 2005 refers to this site as Festival Park 'providing a location for farmer's and artisan markets and festivals'.

In 2008, the City developed a Master Plan for Waterfront Recreation Facilities and Connections, a conceptual plan that builds upon the efforts of various groups that provide for continuous public waterfront access along the Pamlico River with connections to existing parks, downtown Washington and neighborhoods. A broad based focus group consisting of representatives of Downtown Washington on the Waterfront, City Council, City Planning Department, Parks and Recreation Advisory Commission, Parks and Recreation Department and a resident of the project area guided this planning effort. This Master Plan for Waterfront Recreation Facilities includes recommendations for Festival Park that include a multipurpose amphitheater, open area for informal play, picnic area near the Estuarium, shade trees, pedestrian dock and public restrooms. The Parks and Recreation Master Plan dated 2008 incorporated extensive public involvement. This plan recognizes the future development of Festival Park in multiple locations. In the analysis of Stewart Parkway and Waterfront Docks it recommends the development of a waterfront festival area. In Item 2 of the Recommendations and Action Plan. 2. Strategically incorporate or unify the land use plan and harbor management plan with the parks and recreation master plan. Develop a Waterfront Festival Area on existing property or acquire additional property. Item 11 of the recommendations: Incorporate history and tourism into parks and recreation to offer other potential recreation opportunities. Explore additional opportunities to capitalize on the waterfront and water recreation. This Parks and Recreation Master Plan supports the development of Festival Park.

Both the Downtown Washington on the Waterfront organization and the City Parks and Recreation Advisory Committee have long supported the development of

Festival Park. In 2009, Land Design, a planning firm updated the plans for downtown Washington in a document 404 Design of Washington North Carolina. They involved the public using a series of interactive charettes. The resulting plans included festival park with the open lawn, an amphitheater, restrooms and children's' play feature. The report stressed the importance of this public park to the revitalization of downtown Washington.

The most recent planning effort for Festival Park involved members for the City's Parks and Recreation Advisory Commission, DWOW, the Committee for Revitalization of Downtown and City Staff. This group of involved citizens represents the interests of groups most impacted by the future development of the park. Their focus is to fine tune the master plan for Festival Park to be a plan that meets the needs and desires of the community and is practical to implement within budgetary constraints of the City. The 1/9/20 10 4 Festival Park resulting master plan is one that is cost effective and contains the most desired elements. In January 2010, this committee held a public meeting to present the site plan. Approximately 50 citizens attended the meeting with positive comments.

This plan for Festival Park provides for flexible use of the open lawn, events stage and picnic shelter. Uses of the park will include informal recreation, enjoyment of the riverfront scenery, festivals and gatherings, weddings, picnics, performances. The restrooms will benefit strollers on the Pamlico River Promenade and park users. The walkways and benches are features that are convenient and accessible. The children's play area is a family friendly feature. The centerpiece of Festival Park is the multi-purpose open lawn that can be used for general recreation, from which spectators can view performances and where special community events can be held. The site plan expands the utilization of the park property, enhances the Estuarium and builds upon the success of the Riverfront Promenade. Development of Festival Park will complement the efforts to continue to revitalize downtown Washington and the historic neighborhoods. The centerpiece of Festival Park is the multi-purpose open lawn that can be used for general recreation, from which spectators can view performances and where special community events can be held.

Mr. Mobley thanked those persons/committees assisting with the project and that it could not have been done without them. Mayor Jennings thanked Mr. Mobley for recognizing those assisting with the project and their support and assistance have made this project successful.

Public Comment

Don Stroud, President of Washington Area Historic Foundation stated the Foundation supports and endorses the PARTF Grant being applied for by the City of Washington and Recreation Advisory Committee to help fund a Festival Park on the waterfront.

A letter was received from Rebecca Clark and Monica Ferrari, Co-Chairs of the Off-Lease Dog Park Committee offering support in the efforts of the Parks and Recreation Department to obtain a grant for improvements to the green area on Stewart Parkway. They feel this park will be an asset to our community and a huge draw to downtown. The Off-leash Dog Park will support fund raising efforts to help offset the costs of building these improvements, which will benefit the community as a whole.

Ross Hamory, stated the Citizens for Revitalization Committee supports and unanimously recommends the Council endorse the grant application. This is the first step toward getting the park built.

Judy Hickson, 627 W. 2nd Street fully supports the efforts in applying for the grant for Festival Park.

Victoria Radar, 113 South Harvey Street strongly supports the efforts in applying for the grant for Festival Park.

Jerry Edmunds, Century 21/Downtown Washington, endorses and supports this project.

By motion of Councilman Davis, seconded by Councilman Moultrie, Council adopted a resolution adding "Addendum A" called "Master Plan for Festival Park" as an amendment to the City of Washington Comprehensive Parks and Recreation Master Plan. Councilman Mercer noted Council supports the concept only, that the drawing presented is not cast in stone.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASHINGTON
ADOPTING AN ADDENDUM TO THE PARKS AND RECREATION MASTER PLAN**

WHEREAS, on April 2008, the City Council of the City of Washington adopted the "Parks and Recreation Master Plan" as the comprehensive plan to address the recreational needs of the citizens of Washington and to make recommendations regarding programs and facilities; and

WHEREAS, the Recreation Master Plan sets goals and objectives for the City of Washington to acquire additional land and develop additional recreational facilities to address public needs; and

WHEREAS, the Recreation Advisory Committee has now initiated a Master Plan addendum to include the "Festival Park" area as a potential recreation and park site; and

WHEREAS, on January 7, 2010 the Recreation Advisory Committee held a special hearing in order to receive public comment on the potential use of the "Festival Park" for recreational activities and park space; and

WHEREAS, at its regular meeting of January 11, 2010 the Parks and Recreation Advisory Committee recommended the addendum of the "Festival Park" be adopted by City Council to be incorporated into the Parks and Recreation Master Plan; and

WHEREAS, the City of Washington's Waterfront Visualization and Reinvestment Strategy supported the creation of a "Festival Park" area that would be designed to support live performances, provide open space for people to relax, create children play areas, and allow opportunities for water access.

NOW, THEREFORE, BE IT RESOLVED that the City Council, after receiving public comments on the proposed addendum, supports the adoption of the "Festival Park" addendum to the Washington Parks and Recreation Comprehensive Master Plan.

ADOPTED, this the 19th day of January 2010.

s/Cynthia S. Bennett
City Clerk

s/N. Archie Jennings, III
Mayor

**PUBLIC HEARING - ADOPT – ORDINANCE ADOPTING AND
ENACTING A NEW CITY CODE**

Mayor Pro tem Roberson suggested continuing this item for 30 days to allow further review by Council and to allow the comments and concerns to be incorporated into the Code. Mayor Jennings explained we are bound to have the scheduled public hearing, then if Council wants to withhold action, that can be considered at the appropriate time.

Franz Holscher, City Attorney stated he is thrilled to be nearing the end of this long process and has confidence in the new code. There will also be an electronic version that will be updated as ordinance changes are adopted. Mr. Holscher, thanked his assistant Carolyn Stroud in doing a wonderful job with this project and further thanked Councilman Mercer for his thorough review of the changes. Jim Smith, City Attorney also thanked Cynthia Bennett, City Clerk and Carolyn Stroud for finalizing this project that has been looming for 5 years.

Mayor Pro tem Roberson voiced concerns with consistency with some titles in the code regarding Tax Collector, Finance Officer, etc.

There was no one present from the public to speak during the public hearing. Mayor Jennings closed the public hearing.

Councilman Mercer suggested Council assemble a list of concerns regarding the Code and forward those to Carolyn Stroud at the City Attorney's Office. Mr. Holscher said the ordinance could be adopted then make such changes as long as they were not substantive. Mayor Jennings suggested adopting the ordinance with the minor changes and subsequently adopting the other changes later. Carolyn Stroud stated the Code is a "snapshot" of the incorporated changes up to August 2009. The code will be updated on-line as ordinance changes are adopted and supplements will be printed on an annual basis.

By motion of Mayor Pro tem Roberson, seconded by Councilman Pitt, Council tabled the adoption of an ordinance enacting a new City Code until the February Council meeting.

BILL WALKER - LITTLE WASHINGTON SAILING CLUB

Bill Walker of the Little Washington Sailing Club explained they are an enterprise of DWOW, operating as a committee of DWOW. We support and enhance the goal of DWOW to bring revitalization, positive activity, and people to the downtown and waterfront areas.

GOALS:

- To provide the youth of our community (ages 10-18) an opportunity to participate in and enjoy our Pamlico River regardless of economic station.
- To learn the basics of sailing along with water safety, self confidence, self reliance, teamwork, and respect for the environment and others.
- To provide scholarships to the youth of the community on a need basis.
- To be self sustaining through program fees and private donations.

INAUGURAL 2009 SEASON:

Our 2009 season, (June 15 through August 14) was an unqualified success considering several challenges that were encountered.

HIGHLIGHTS:

- Enthusiastic and committed group of volunteers.
- 47 students.
- 5 students were awarded scholarships. 3 of the students were referred by Bishop Jones of Purpose of God and Beaufort County Department of Social Services.
- Many positive comments from the community at large and student parents/guardians. Some parents have become volunteers for the 2010 season.
- Great support from DWOW, the Washington Daily News, and City agencies.

2009 Challenges:

- LWSC was inexperienced with this type of program.
- As an unknown entity, fund raising and sponsorship was a challenge. (cost without scholarship is \$200)
- Our CAMA permit restricted us to using only 3 of our 6 dinghies at the Estuarium dock
- The dinghies had to remain in the water resulting in fouled hulls and barnacle damage to the bailers.
- We had 4 additional scholarships to offer but we could not locate kids who could pass the swim test requirement.

2010 Season:

Our new season is off to a great start. With our inaugural season behind us we now have experience to draw upon. Here are some of the projected highlights for this year.

- We have approx. 30 volunteers on our roles.

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- CAMA has agreed to issue us a "Temporary Special Use Permit" which will allow us to base our operation anywhere along the Washington waterfront without restriction as to the number of boats or amount of platform square footage.
 - Grady White has come on board as a new sponsor.
 - We are purchasing 4 additional sections of floating platform to join with the one we have currently at the Estuarium dock. The 5 sections,(8ft. x 20ft.) when joined together, will provide a 20ft. x 40ft. platform. This will allow us to utilize all of our dinghies as well as take them out of the water each day.
 - We will have more emphasis on student awareness and recruitment within the middle and high schools of the community.
 - The swim lessons provided by the Boys and Girls Club at the Aquatic Center will help some underprivileged kids qualify for scholarships.

Needs Request of City Council

- Permission to use one of the free docks on the Washington waterfront (preferably J or K dock) from mid April through mid September. The platform will be stored ashore during the off-season.
- Waive the 2 day maximum stay requirement for the free docks.

Councilman Pitt suggested having an alumni session for those that have completed the course to allow them to come back and sail. Mr. Walker noted that some of the members have donated their time and larger sailboats to allow graduates to experience sailing on larger sailboats. Councilman Moultrie feels this is a constructive and positive step for the young people in this area. Philip Mobley, Parks and Recreation Director stated we should prepare a lease agreement with the Sailing Club to outline the terms of the agreement.

Jeff Hunnings, Pirates Pub and Grill voiced concern over the dinghies taking up space for other boaters that need to dock to come eat and shop in downtown Washington, especially on the weekends. Mr. Walker will talk with Mr. Hunnings to coordinate this effort with the least impact on all.

By motion of Councilman Moultrie, seconded by Councilman Pitt, Council granted permission to the Little Washington Sailing Club to use ½ of dock "J" and waive the two day maximum stay requirement for the free docks.

**DENISE NEUNABER – NC COALITION TO END HOMELESSNESS
(CONTINUUM OF CARE)**

Bianca Gentile, Special Projects introduced Denise Neunaber, Executive Director of the NC Coalition to End Homelessness. Mrs. Neunaber presented a slide presentation to Council regarding homelessness. As of January 28, 2009 there were 12,746 homeless persons in North Carolina; with Beaufort County reporting 10 single men as homeless. Jim Smith, City Manager noted the reason there is only 10 men being reported as being homeless, is our shelter only holds 10 and we have currently do not have a women's facility. The applications for Continuum of Care funds are available every year. Ms. Neunaber suggested the following recommendations to the City:

1. Provide staff for CoC Regional Committee
2. Assess homelessness & at-risk of homelessness population
3. Ensure population is included in census
4. Become an Organizational Member of NCCEH

HPRP Program	Housing Status	Situational Characteristics
McKinney-Vento Or HPRP	Literally Homeless	<ul style="list-style-type: none"> Staying in emergency shelter or transitional housing, including hotel or motel voucher paid for by a social service or charitable organization, OR Staying in place not meant for human habitation (e.g. streets, parks, and abandoned buildings), OR Leaving current housing or institutional setting and has no safe, non-emergency housing to stay in tonight, AND Lack the resources and support networks needed to maintain or obtain safe, non-emergency housing tonight
HPRP	Imminently Homeless Housed and at imminent risk of losing housing	<ul style="list-style-type: none"> Currently housed and being evicted, being asked to leave, or need to leave for other reason (e.g. health/safety concerns, unaffordable rent, institutional discharge, host family/friend risk, family conflict, etc.) AND Expected to lose their housing within one week (7 days), AND Lacking the resources and support networks needed to maintain or obtain housing
	Precariously Housed: Housed and at-risk of losing housing	<ul style="list-style-type: none"> Currently housed and potentially at-risk of losing housing due to eviction, being asked to leave, or need to leave for other reason (e.g. health/safety concerns, unaffordable rent, service termination, host family/friend risk, family conflict, etc.) AND May or may not have resources and support networks needed to maintain or obtain housing
Not Eligible for Assistance	Stably Housed	<ul style="list-style-type: none"> Currently housed and not at-risk of losing housing, AND/OR Have resources and support networks needed to maintain or obtain housing

ADOPT – AMENDMENT TO 2009-2010 CAPITAL IMPROVEMENT PLAN TO INCLUDE FESTIVAL PARK

Jim Smith, City Manager stated in order to strengthen the grant application the Capital Improvement Plan will need to be amended to include the park improvements. Councilman Mercer has difficulty with putting approximately \$600,000 for this project in the FY10/11 budget year. He would prefer the funds be spread over a broader period of time.

A motion was made by Councilman Davis and seconded by Mayor Pro tem Roberson to amend the 2009/2010 CIP (Capital Improvement Plan) to include the Festival Park project. Councilman Davis stated the amount is the total cost of the grant, if we were to get the grant we would only have to come up with half of that amount for the match. We will have 24 months from approval time to come up with our portion, in turn covering several budget years. Councilman Davis states this is not committing any funds, this allows the mechanism to apply for the grant. If the grant is not approved the money will not be spent. Councilman Mercer again voiced concern over the CIP amendment showing the entire \$590,250 in next budget year and would prefer this be shown over several budget years. Mayor Pro tem Roberson made a note that the Community was planning on raising funds to help support this project. Voting for the motion: Councilman Davis, Mayor Pro tem Roberson, Councilman Pitt, Councilman Moultrie. Voting against: Councilman Mercer. The motion carried 4-1.

AUTHORIZE - MAYOR TO SIGN APPLICATION FOR 2009-2010 NC PARKS AND RECREATION TRUST FUND GRANT

The City of Washington Parks and Recreation Department has been working with a team of citizens over the last two months specifically for this grant. This grant continues to be a work in process as they have been working and meeting to put together this application before the deadline dated February 1, 2010. Also, with public involvement and in cooperation with the C4R Advisory Committee and Sub-Committee for this park site, the Washington Recreation Advisory Committee and Sub-Committee for this park site, a Public Meeting was held on January the 7th at 5:30 pm in the Peterson Building with a public showing of the site plan for this application. All these groups and meetings have been positive in our effort to develop this park site and meet the deadline for this grant application.

This PARTF Grant requires a 50/50 cash match by the City of Washington. This grant (Project) can be constructed over a three year period which will allow us to spread the City's 50% cost over a three budget period. But through donations and gifts to the

City for this project the cost to the City will be lower than a 50% cost, DWOW is already holding money for site improvements and other denotation are pending at this time. The Washington Recreation Advisory Committee and C4R Sub-Committees, PARTF Application Team (Public involvement group) Citizens at the Public Meeting held January 7, 2019 and City staff are on record as supporting this positive venture. By applying for the PARTF Grant (50/50) cash match it will allow the City to move forward with the C4R (Land Design Plan).

By motion of Councilman Davis, seconded by Councilman Moultrie, Council authorized the Mayor to sign the application for the 2009-2010 North Carolina Parks and Recreation Trust Fund Grant.

CONSIDER – REQUEST OF NC ESTUARIUM TO RELOCATE THE WESTERN BOUNDARY OF THEIR JOINT-USE AGREEMENT

By motion of Councilman Mercer, seconded by Councilman Davis, Council agreed to continue this request until February. Jim Smith, City Manager stated we didn't want any conflict between the boarders in the grant application with the request for new boarders. This is no reflection of staff's recommendation to move the boarders or the intention to do so.

DISCUSSION AND STATUS OF CURRENT GRANTS

Bianca Gentile, Special Projects reviewed several of the funding opportunities/projects with Council. (Bureau of Justice – Rural Law Enforcement) Mayor Pro tem Roberson noted that when an employee is hired under a grant they should be hired under a contract basis noting that when the grant/contract ends, their position is terminated and they are not guaranteed a full time position with the City. Jim Smith, City Manager stated this particular grant allows the utilization of a current employee. Councilman Mercer stated the current employee's position was funded by a grant which was ending and Council agreed the individual could continue employment under the new grant. Mr. Smith stated their is not a direct relationship between the individual employee and the grant funding, the position would be eliminated.

In regards to USDA Rural Development grants and/or loans, Councilman Mercer inquired when staff was authorized to apply for grants/loans of such a large amount. Mr. Smith stated the Council authorized staff last year to apply for ARRA (stimulus grants and loans) with the understanding if grants are received, Council has to authorize the acceptance of said grants. Therefore all grants or loans are tentative until accepted or authorized by Council. Mayor Jennings suggested that we continue to receive input from Council to determine the size, site location and funding opportunities for the new Police facility. Councilman Mercer asked if the loan was approved by USDA for \$4.35 million and we only decided to use half of that amount could we turn down the other remaining portion Mr. Smith stated we are allowed to only borrow what we need.

The current Emergency Operations Center is currently housed at Fire Station #2 funding is available to support construction of a new EOC within the new Police Department. This is a onetime annual grant opportunity which would cover \$457,000 for approximately 1400 sq. ft. within the police facility and requires a 25% match from the City. This includes a construction and equipment budget needed to operate an EOC. It is noted the current location is only a temporary location and does not allow for the proper personnel of 12, due to size limitations there is only room for 5 personnel to operate out of the EOC.

Councilman Mercer voiced concerns over the Energy Efficiency Conservation Block Grant. Ms. Gentile stated this grant only includes lighting retrofits and has included the Boys and Girls Club and the N.C. Estuarium with a savings of approximately \$14,000 per year. Mr. Smith stated these numbers have been confirmed by the State Energy Office and now includes a total of ten buildings. We are proposing to use the available funds for the lighting upgrades in ten buildings.

Mayor Jennings asked if there were any other questions regarding the grants, if not we ask Ms. Gentile to provide this summary every month. Councilman Mercer has concerns with staff applying for grants above \$5000 prior to applications being submitted. He voiced concern over the following statement on the summary report, "It is important for the council to discuss whether or not City staff may file grants without council's prior approval." By concurrence Council agreed to prior approval before applications are submitted. Mr. Smith stated that stimulus funding opportunities are a onetime funding source. These opportunities open and close very quickly. This can reduce the opportunities that the City has to apply for grants, such as we find out about grants and the applications are due two weeks later. We would likely have to pass over certain grants. Mayor Jennings stated Council does its best work when we have the opportunity to prepare properly and submit a better grant application. Ms. Gentile stated there are programs "in play" and new programs are made public regularly, although the unveiling of new, stimulus related program is expected to slow down significantly. Councilman Moultrie thanked Ms. Gentile for her efforts in finding grants for the City.

Grant Program	Project	Applied/Deadline	Amount	Other	Status
Bureau of Justice: Rural Law Enforcement	2-year gang/crime investigator, plus license plate recognition technology for patrol cars	Yes: award notification September 30	\$191,408 DEPT: PD	*Award reflects actual amount.	\$191,308 awarded; all ARRA reports current.
Bureau of Justice: Local Solicitation	Hire Law Enforcement Development Planner	Yes: award notification July 31	\$40,234 DEPT: PD	Direct appropriation	\$40,234 awarded; all ARRA reports current.
USDA Rural Development: community facilities	Construction of New Police facility	October, 2009	Project estimated @ \$4.35M	Loan package submitted Must determine site, so it may go through environmental state clearinghouse	\$4.35M Loan/grant request submitted to USDA on 10.17.09 Grant: \$100K (tentatively awarded)
Dept. of Homeland Security	Construction of new police facility; EOC	Pre-app due Jan. 20th, 2010 Final February 12 th , 2010	TBD: Dependent on square footage of EOC	Funding is available to support construction of an Emergency Operations Center (EOC) within new PD	\$TBD: Highly competitive federal process
Build American Bonds	Construction of new police facility	Submit request to LGC	\$TBD:	Bonds program available from 2009-2010	\$TBD: 35% reimbursement of interest paid from federal government/tax credit
Weatherization Assistance Program	Create city centered weatherization program (average of \$4K per home to weatherize)	N/A	\$800,000 (MCCA manages funds)	MCCA to lease office space at City Hall Lease start date: 1/06/10	\$800,000 in home renovations, plus 6 contractor jobs to be created and 1 coordinator hired.
Energy Efficiency Conservation Block Grant	Lighting retrofit project on 9 municipal buildings and two civic buildings (Estuarium and boys and girls club)	Jan. 15 th and Jan 31st 2010	Max. request: \$200,000 10% match Grant development: BG	Developed local energy plan to qualify for program. Project developed per results of Detailed Energy Audit Bianca: manage/finance	\$200,000 /max request. Will submit for a lighting retrofit project on 9 municipal buildings and 2 local nonprofits. (1 yr project, competitive grant but not untouchable)
State Energy Program	Existing and new Construction homes weatherization program (no income limitations)	Guidelines will be released early January, 2010	Pending RFP No dept assigned	Under this opportunity City could launch a revolving loan fund allowing homeowners to weatherize homes w/no or low interest loans	\$TBD: Waiting for the Request For Proposals (RFP)
Main Street Energy Fund	Energy retrofits for public and private buildings/street lighting	January 31, 2010	\$250,000 DEPT: Planning/BG/D WOW	50% grant/match (no admin allowed) DWOW assisted with handing out info, advertising on Public Access.	\$250,000; available. Little interest from building owners. City may want to consider looking into street lighting retrofits.
Alternative Fuel Vehicles	Improve municipal vehicular emissions	TBD	N/A	Developed Green Fleet Policy. Will partner with NC Solar Center on Application. Relationship established.	\$TBD: waiting for RFP on state level

American Recovery and Reinvestment Act (Stimulus) funding opportunities/projects

Non-American Recovery and Reinvestment Act (Stimulus) funding opportunities/projects

Grant Program	Project	Applied/Deadline	Amount	Other	Status
Federal Emergency Management Agency : NC Division of Emergency Management	Repetitive Loss; Houses	August, 2009* Letter of Interest submitted (May, 09)	\$293,755 Notification: July, 2010 DEPT: Planning and Public Works	Partnered w/ Washington Park and HCP to elevate/demo structures suffering from repetitive environmental damage	\$293,755: Total project budget. Partnered with County (HCP managing) to submit joint application. 4/15 homes qualify for participation within City. Application submitted, fundable project.
Federal Emergency Management Agency : NC Division of Emergency Management	Repetitive Loss: Old Health Department	August, 2009 Letter of Interest submitted (May, 09)	\$184,000 (covers acquisition and demo costs) Notification: July, 2010. Dept: Planning	Increase in budget reflects use of 2010 property values and actual demo estimates	\$184,000 requested. City must match 25% project total with in kind or cash matches. Application submitted, pending federal approval. Fundable project.
Federal Emergency	Culvert Project	LOI due May, 2010	Dept: Public Works		Culverts will be a NCDEM priority next

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Management Agency : NC Division of Emergency Management					funding cycle (FY10)
NC Department of Transportation : Bicycle Master Plan Project	Master Bike Plan, City of Washington	December 4, 2009	\$35,000 Dept: Parks and Recreation	Worked with Parks and Recreation Dept. 20% or \$7,000 match required. If awarded, Parks Recreation Dept will manage.	\$35,000 Request Submitted to NCDOT per planning efforts for city bike/greenway plan. Will link to Greenville/Washington Greenway system. Pending approval.
North Carolina Housing Finance Agency: Urgent Repairs Program	Low income home repairs	December 11, 2009	\$75,000 Dept: Planning/BG	Planning department will manage the repair of low income homes. \$5K per home available	\$75,000 project. Requested and pending approval. Highly competitive grant climate (slim chance of award)
Community Development Block Grant (CDBG) : Housing development grant	Washington Housing, Inc.	Yes, submitted October, 2009	\$250,000 (22,700 admin) Dept:Planning/BG	Application submitted and pending approval	\$250,000. Grant award expected in May, 2010. Competitive grant environment
Historic Preservation Grant	Rehab plan, Old City Hall	Feb. 12, 2010	\$25,000 Up to Dept: Planning/bg	Match can be either kind or cash, 40% required	\$10,000 request expected. Use funds to develop plan for old city hall. Fundable project.

Project management

Grant Program	Project	Applied/Deadline	Amount	Other	Status
Community Development Block Grant (CDBG) : Capacity Building grant	Washington Housing, INC	Y; drawdown process beginning	75,000 (10% admin) Dept: planning/BG	Partnered with Washington Housing, Inc. Matt/I reorganizing CDBG oversight to ensure goals are met	Grant's first drawdown was made and annual site visit in September, 2009.
NOTE: Also managing Bureau of Justice grants to ensure compliance with ARRA reporting requirements;					

Summary American Recovery and Reinvestment Act Funding Opportunities

Not awarded project (application declined)	\$0	
Technical assistance	N/A	ECU Geography department, W/G Greenway mapping
Income	\$ 1,207,542.00	LEPD, Gang Investigator, CDBG Capacity, weatherization, USDA Grant (pending acceptance of loan)
Pending awards (submitted applications)	\$ 5,097,755.00	Loan USDA, Old Health Department, Repetitive Loss, Greenway planning, Urgent Repairs Application, CDBG Housing Development
Money on the table (no application submitted to date)	\$ 450,000.00	Energy Efficiency Conservation Block Grant Program (EECBG), Main Street Funding, Alternative Fuel Program, State Energy Program
Total Project Portfolio	\$6,755,297.00	Project management, stimulus and other funds

Other 2010 Departmental Grants (active or identified)

Grant Program	Project	Applied/Dead- line	Amount	Other	Status
DEPARTMENT: PARKS AND RECREATION, Philip Mobley					
NC Recreational Trails Program	"Build 3000" walkway along Jack's Creek	Yes	\$100,000	25% match. Funds have been allocated through admin/cash	\$100,000 awarded.
Boating Infrastructure Grant Program (BIG-P)	Construct 12 Transient Slips along Waterfront	Yes	\$200,000	Match allocated: \$25,300 cash match and \$104,676 in-kind match	Project in Process, Will begin CAMA permitting process soon
The North Carolina Parks and Recreation Trust Fund (PARTF)	Develop Festival Park	February 1, 2010	\$575,000	50% match, although you 3 years do allocate	Grant currently being developed with team of volunteers from public and private sector
DEPARTMENT: PLANNING AND COMMUNITY DEVELOPMENT: John Rodman					
Div. of Coastal Management – Public Beach & Coastal Access Grant	Waterfront Dockmaster and Public Restroom Facilities for western end of Stewart Parkway (Maritime Quarter)	Pre-application due March 2010 - DEPT: PLANNING	\$325,000	10% match of grant award with 5% of that amount available as in-kind Final Application , May, '10 Awarded, September, '10	\$3 million available for 20 coastal counties - \$200,000 average grant award
DEPARTMENT: FIRE, Interim Chief Robert Rose					
FEMA 2009 Fire Act Grant	Replacement of 22 complete sets of turn-out-gear	Yes DEPT: FIRE	\$50,930	\$2,546- required.'	Award number has been posted on online application; have not received official notification.
DEPARTMENT: POLICE, Chief G. M. Reed					
NC Gov Crime Commission	2 year drug market / gang reduction called Project Next	Awarded 07/01/2008 DEPT: POLICE	284,212	\$71,053.00	Grant is active and in final year
NC Gov Crime Commission	2 year drug market / gang reduction called Project Next Step based on needed to continue civilian staff salary	1/29/2010 DEPT: POLICE	\$69,370	\$17,342.00	Will apply by 01/29/2010
US Department of Justice: Office of Justice	Bulletproof Vest Partnership Program	Awarded FY 2008 DEPT: POLICE	\$ 6,822.50	Paid 50% of Vest purchases, max 20	Still active through 2010
NC League of Municipalities	Soft Body Armor Reimbursement Program	Yearly DEPT: POLICE	\$2,500	\$250 per vest, 10 max	N/A
CEDAP - Commercial	Providing technology and equipment, along with the	As requested	N/A	N/A	No funds available 2009

Equipment Direct Assistance Program	training required to operate that equipment.	DEPT: POLICE			
The Counterdrug Technology Assessment Center (CTAC)	Provides LE equipment for the purpose of fighting the war on drugs.	As requested DEPT: POLICE	N/A	N/A	As Needed
NC Crime Control & Public Safety Law Enforcement Services (LESS)	Provides excess Department of Defense equipment free of charge to state and local law enforcement agencies to use in law enforcement activities.	As requested DEPT: POLICE	N/A	1/2 % of requested equipment value.	As Needed
NC Gov Highway Safety Program - Grant	Initiative to combat the increase in drunk driving arrests and impaired driving accidents in the surrounding counties.	March 31, 2010 DEPT: POLICE	\$25,000 - \$30,000	Estimated 25% Match	N/A
DEPARTMENT: PUBLIC WORKS, Allen Lewis					
Rural Center: Infrastructure	Extension of 16" water line from Industrial Park to BC water tower to serve Flanders Filters	Awarded; DEPT: PUBLIC WORKS	\$500,000	\$23,462- allotted	Project complete. To be closed out end of January '10
CDBG: Economic Development	Extension of 16" water line from Industrial Park to BC water tower to serve Flanders Filters	Awarded DEPT: PUBLIC WORKS	\$336,600	No match	Project complete. To be closed out end of January '10
CDBG: Infrastructure	24" gravity sewer line along Pennsylvania Ave	Awarded DEPT: PUBLIC WORKS	\$500,000	\$40,000- allotted	Scheduled for completion January '10
DPPEA	Roll-out cart recycling grant	No deadline Grant submitted DEPT: PUBLIC WORKS	\$100,000	No match required from agency but \$100,000 is needed to completely fund project	Very good chance project will be awarded. Notification: February, 2010.
DEPARTMENT: LIBRARY, GLORIA MOORE					
NC State Library: LSTA Technology Assistance	Mobile Lab Unit; to purchase laptops to teach computer literacy classes, install wireless upstairs	Feb 17 , 2010	\$25,0000	20% Match, not yet allocated	Letter of Intent submitted, will submit application on 2.17.09 and notification, June 2010
DWOW: Beth Byrd and Board of Directors					
USDA: Farmer Market Promotion Program (FMPP)	Promoting domestic farmers' markets	April 2010	\$5,000	No Match	No read on status.
Total 2010 Departmental Active or Identified Grant Opportunities			\$3,335,435		

Total Potential Funding Impact Summary		
Not awarded project (application declined)	\$0	
Income	\$ 1,147,142.00	LEPD, Gang Investigator, CDBG Capacity (admin), weatherization, Gang Investigator, USDA Grant
Pending awards (submitted applications)	\$ 5,225,061.00	Loan USDA, Old Health Department, Repetitive Loss, Greenway planning, Urgent Repairs Application, CDBG Housing Development
Money on the table (no application submitted to date)	450,000.00	Energy Efficiency Conservation Block Grant Program (EECBG), Main Street Funding, Alternative Fuel Program, State Energy Program
Total Stimulus/Non-stimulus Project Portfolio	\$6,722,203.00	
Departmental Active/2010 Identified Grant Opportunities	\$3,335,435.00	
TOTAL FUNDING POTENTIAL 2010	\$10,057,638.00	

*PROJECT MANAGEMENT is collaborative in many cases. City staff does a good job working across departmental lines to ensure fiduciary compliance and grant goals are met in a timely manner.

BASEBALL & SOFTBALL FEES

Mayor Jennings reminded Council of the prior discussions regarding the proposal of baseball and softball fees being increased from \$30 to \$50. Council acknowledged the increase was due to increased lighting expenses at the complex and other various reasons. Therefore the Council suspended the fee increase until further discussions could take place. Councilman Mercer noted we need to try to do everything to keep our cost down to allow everyone the chance to play ball.

In support of the fee decrease was Dallas Tucker of the Softball League and he urged Council to strongly consider going with the \$30 fee for the upcoming season as it helps with maximum participation. The fee will be \$30 for everyone.

By motion of Councilman Mercer, seconded by Councilman Davis, Council retained the \$30 fee for softball and baseball participants for the coming year.

DISCUSSION: OLD HEALTH DEPARTMENT

Mayor Jennings stated we need to clarify exactly where we are in this process due to the various pools of money that are involved. Jim Smith, reminded Council that

we purchased the old health department from a non-profit group that was in default at the time. At that time, we were informed by FEMA they were only going to pay for the building, but not the land although financially, this still works out for us. Bianca Gentile stated we purchased the property for approximately \$67,798.72. The adjusted property value is \$54,352, we are allowed to recoup project management fees in addition to grading and seeding for a total net acquisition of \$73,000 through the FEMA acquisition program. Mayor Jennings noted the property under the building is not encumbered through this process.

TOURISM DEVELOPMENT AUTHORITY

Lynn Lewis, TDA Director submitted the December/January report to Council. While the Board of Directors for the WTDA haven't officially met since its November meeting, the WTDA has been turning out a number of projects for the new year.

- January — June 2010 official calendar of events will be released within the week. It is currently being printed locally.
- 2010 updated county maps are in production. The WTDA took the lead in this project, initiating updates, changes and corrections to the official map. Partners were sought to assist in funding the maps.
- To date, three billboards (2 south and 1 north) have been secured on Highway 17 before the bypass encouraging travelers to use Business 17. The billboards are in the design phase. Three Washington hotels have partnered on these billboards. Additional billboards are being considered as they become available.
- Three new board members received their orientation to the WTDA. Topics of the orientation included: funding, relationship with the City, role in the community, programs, and current marketing efforts.
- We participated in the Association Executives of North Carolina annual trade show to attract meetings to the Civic Center. This was the 3rd year of participating in the show. Awareness of Washington and the Civic Center is growing.
- With the launch of the new website in November, internet inquiries and traffic are up significantly from the previous site.

DOWNTOWN WASHINGTON ON THE WATERFRONT

Beth Byrd, DWOW submitted the DWOW and Citizens for Revitalization reports to Council. DWOW currently has staff and volunteers involved in many projects: Citizens for Revitalization Committee. Formed committee which built consensus on vision, retained LandDesign and created the Visualization and Reinvestment Strategy for downtown Washington. DWOW provided financial and administrative support, as well as leadership.

Saturday Market- weekly farmers market and monthly artisan market held in downtown Washington attracting hundreds to downtown Washington.

Little Washington Sailing Club Completed successful first season of youth sailing classes, teaching 47 students with the involvement of over 30 volunteers from the boating community.

Harbor Management Plan Committee Helping to protect our most valuable asset.

Old City Hall Use Study Hoping to spur revitalization efforts for this distinct historical structure

Spring Sweep Clean-up day for downtown

When it was discovered that the City of Washington's Façade Improvement Grant Program had not been funded, DWOW recommended to City Council that the central business district would be better served by reassigning DWOW's \$15,000 appropriation for alley improvements to the façade grant improvement program, which the City Council approved. With the help of many volunteers, downtown organizations and sponsors DWOW is proud to bring these events to downtown:

BC Traditional Music Festival-April 2009

Major financial supporter of the first BC Traditional Music Festival brought to you by the BC Arts Council.

Pickin on the Pamlico August 2009 4th Annual DWOW fund raiser that brings a memorable evening of great music & great local seafood to the Pamlico river banks for over 550 people. Even though we experienced deplorable weather causing a 50% drop in bar sales we were still able to make very close to previous year's profits of \$9,000.

Pirates Beach Music Festival -September 2009

Attracted over 2,000 people from many parts of NC and other areas. Event raised \$8,000 for a permanent music park on the old Evans Seafood property site and \$4,000 for DWOWs coffers.

Smoke on the Water -October 2009

Annual festival traditionally put on by the Merchants Association. DWOW assumed many of the responsibilities of the non functioning Association.

Washington Haunts... A Ghost Walk October 2009

Walking tour of historic sites. Tour groups met outside a downtown restaurant which reported a 25% increase in sales for the night.

Art Walk November 2009

Very successful evening brought to you in conjunction with the BC Arts Council promoting all of downtown's many art galleries.

7th Annual Christmas Flotilla & Toys for Tots Campaign -December 2009

Bringing hundreds of people downtown to kick off the holiday season.

Hometown Holiday December 2009

A festive night to listen to the carolers, visit with Santa and shop downtown. DWOW instituted and publishes these promotional pieces for Downtown.

Downtown Happenings-a monthly electronic newsletter that highlights downtown businesses, different events happening that month and interesting buys one might find downtown. Sent to approximately 1,000 people from the DWOW contact database.

Washington Dollar— promotional piece that helps attract visitors to Washington into downtown stores via discount offers. Distributed through the Washington Visitor Center, the Dockmaster Office and the Chamber of Commerce.

'Visit Washington' tourism brochure distributed to all N.E. State Visitor Centers created in partnership with the WTDA and Merchants Association. DWOW has worked diligently to create alliances with all downtown organizations, where in the past there were none. BC Arts Council, WTDA, Chamber of Commerce, Washington Area Historic Foundation, PTRF, the Turnage and others are all working together to make downtown Washington a better place. Prior to the death of the Downtown Merchants Association President - Gary Tomosulo, DWOW was in talks exploring the possibility that DWOW and the Merchants Association merge so that the two organizations become a more cohesive group to service the unique needs of the downtown. Mr. Tomosulo was in favor of this idea but we were not able to accomplish the task of merging before his untimely death. DWOW continues to work towards this endeavor. Administration has developed good working relationships with City Staff and assists the City and Parks and Recreation whenever possible.

FINANCIAL REPORTS

Matt Rauschenbach, Chief Financial Officer noted the reports will be discussed in full at the Committee of the Whole meeting. Council members will email Mr. Rauschenbach their questions regarding the financial statements. During the transition committee meeting, it was recommended that a summary sheet of the funds be presented, which was done. We would also like an estimated fund balance on a monthly basis.

Capital Improvement Plan is posted on the City's webpage for Council review. We would like to focus on two segments this time using years 2-5 as a planning document. The threshold for CIP projects is \$25,000. He would like Council to consider including extraordinary items that come up that may not be included in the original CIP. Looking at years 2010-2011 will be the cornerstone for what we budget next year. Mayor Jennings noted the CIP review is a good topic for the Committee of the Whole in February. Councilman Mercer suggested that the IT Department be responsible for submitted the list for replacement computers and new computers would come from the respective department. The budget schedule will be discussed at the Committee of the Whole on February 2nd.

Mr. Rauschenbach pointed to the Budget Transfer in the FYI section of the agenda stating the Budget Officer transferred \$1,000 in the General Fund from the Planning/Zoning Department to the Recreation Administration Department to provide funds for a survey of the downtown festival park area on January 4, 2010. NC GS 159-15 states that this shall be reported to the Council at its next regular meeting and be entered in the minutes.

FIREMAN'S RELIEF FUND

Councilman Mercer noted the two gentlemen have done an outstanding job and recommends re-appointing both of them. By motion of Councilman Mercer, seconded by Councilman Pitt, Council reappointed William Alligood and Raymond Williams to the Fireman's Relief fund for a new term of two years, term to expire in January 2012.

**APPROVE – AMENDED HANGAR GROUND SITE LEASE AGREEMENT
FOR MR. CRAIG GOESS**

Mr. Smith noted this lease is similar to the ground lease to Public Relations Transportation, L.L.C. A prior draft was approved by Council October 12, 2009. Mr. Goess intends to invest an additional \$10,000 to \$15,000 in the hangar and wishes to have a full 25 years to depreciate the improvements before turning the hangar over to the City.

A motion was made by Councilman Pitt and seconded by Mayor Pro tem Roberson to approve the amended hanger ground site lease agreement for Craig Goess. Franz Holscher noted Council has previously approved this lease and needed to reapprove subject to the additional six year term. After much discussion, a vote was taken on the motion. Voting for the motion: Council members: Pitt, Moultrie, Davis and Roberson; Against: Councilman Mercer. Motion passes 4-1.

ACCEPT – AMERICAN RECOVERY INVESTMENT ACT GRANT FROM DEPT. OF JUSTICE AND ADOPT GRANT PROJECT ORDINANCE AMENDMENT (\$191,308)

- For the past several years, the Washington Police Department has operated an investigator position utilizing funding from the Governor's Crime Commission. That funding expired at the end of the fiscal year, June 30, 2009 and additional funding requests were subsequently denied.
- During the FY 2009-2010 Budget Discussion, Council authorized funding for the position for FY 2009-2010; and was advised during the presentation of Ms. Gentile on April 27, 2009 of anticipation of grant funding from the Department of Justice a Drug/Gang Investigator position, along with technology for two (2) years.
- On September 22, 2009 the Washington Police Department was notified of receipt of grant funding for a Gang/Drug Investigator position. On December 22, 2009, upon receipt of formal grant review, the Washington Police Department was notified of the formal grant award in the amount of (\$191,308). This is a two (2) year grant cycle awarding with no local match requirement.

By motion of Councilman Davis, seconded by Councilman Moultrie, Council accepted the American Recovery Investment Act Grant from the Department of Justice and adopt a Grant Project Ordinance Amendment (\$191,308).

APPROVE – APPROPRIATE FUNDS IN THE AMOUNT OF \$77,627 FROM FY 08/09 TO FY 09/10 FOR WIRELESS PUBLIC SAFETY COMMUNICATIONS UPGRADE

Jim Smith, City Manager noted that in June of 2009, funds in the amount of (\$77,627) in the 2009-2010 budget were appropriated for the Wireless E911 Upgrades to the Police Department's E911 Communications System. These upgrades allow for the Communication Center to receive wireless E911 calls within the City limits, and for Washington to become eligible to receive funding from the State E911 Board once more. Due to an oversight, a purchase order was not generated before the end of June 2009

and those appropriated funds were not brought forward to fiscal year 2009/2010 though the work was initiated and the upgrade is complete. There was an administrative error due to the fact this was not brought forward with the other purchase orders in September 2009 and this is the only way to correct that. The amendment was applied to last fiscal year during budget discussions. An invoice is due and this budget ordinance is necessary to provide funds.

On June 15, 2009 Council authorized funding one half of a \$40,000 independent study to evaluate options for the City and County E911 Communications operations. The County declined to participate. We have proceeded with the RFP (request for proposal) process and have received four responses. We did not receive the anticipated grant funding.

Councilman Mercer reviewed the history of this item with Council to bring the new members up to date.

A motion was made by Councilman Mercer and seconded by Mayor Pro tem Roberson to deny the budget ordinance to re-appropriate funds in the amount of \$77,627 from the Fiscal Year 2008-2009 to Fiscal Year 2009-2010 to pay for wireless E911 upgrades.

Discussion. Mr. Smith noted the purchase orders were approved by Council and this is a legitimate debt of the City. We are open to have an independent consultant come in and review this. Mr. Rauschenbach stated there is adequate funding in the E911 fund balance to cover the equipment updates, the funds will not be appropriated from the General Fund. Mayor Jennings suggested a workshop be held at the Committee of the Whole to fully discuss the E911 program and hopefully the County will have representation at this meeting.

Motion to deny the budget ordinance to re-appropriate funds in the amount of \$77,627 from the Fiscal Year 2008-2009 to Fiscal Year 2009-2010 to pay for wireless E911 upgrades fails with a vote of 1-4. Voting for the motion: Councilman Mercer; Against: Council members: Roberson, Pitt, Davis and Moultrie.

By motion of Mayor Pro tem Roberson, seconded by Councilman Davis, Council agreed to have a full review of the information on the E911 system at the next Committee of the Whole meeting scheduled for January 25, 2010 (Comm. of Whole was rescheduled later in the night to February 2nd at 8:00am) and ask for participation from the County at this meeting.

**APPROVE – NATIONAL LEAGUE OF CITIES PRESCRIPTION
DISCOUNT CARD PROGRAM**

Jim Smith, City Manager explained as a member of National League of Cities (NLC) the City can offer residents a FREE prescription discount card that provides average savings of 20% off the retail price of prescription medication. This will provide residents who are without health insurance or a traditional pharmacy benefit plan, or have prescriptions not covered by insurance will have a method to obtain medications at a discount. The City will be provided with marketing material and tools to promote and launch the program. Printed ID cards and display materials (customized with the City name and logo) will be provided to give City residents easy access to the program. The City will work with a CVS Caremark representative to launch the prescription discount card program which takes approximately eight weeks after receiving the application.

Listed below are some of the benefits that will be provided:

- Average savings of 20%
- Easy access, nine out of 10 pharmacies nationwide participate in the program
- No enrollment or membership fees
- No limit on how many times the card can be used
- No age requirements
- All family members are covered

-
- Pet medications that are also used to treat a human condition are covered

By motion of mayor Pro tem Roberson, seconded by Councilman Moultrie, Council approved joining the National League of Cities (NLC) Prescription Discount Card Program at no cost to the City in collaboration with NLC.

DISCUSSION - WILDLIFE ARTS FESTIVAL –DOCK DOG CLARIFICATION

Kristi Hardison, Special Events stated on May 11, 2009 we presented information regarding the dock dog competitions to coincide with the Wildlife Show. We requested the City to assist the guild by sharing in the cost and requested a 50/50 split of the cost. Councilman Jennings, seconded by Mayor Pro tern Mercer, made a motion to commit \$5,750 from the current budget for the addition of the Dock Dog Competition to the Wildlife Show for the weekend of February 4-7, 2010.

During the discussion, Mayor Jennette asked if the water for the tank would be purchased from the City. At that time, we were not sure of the events location, but felt sure that the water would be purchased from the City. We are seeking clarification to confirm whether the Guild will only be responsible for the \$2,500 net cost or if we will be responsible for the \$2,500 plus the cost of the water, which is \$250. The charge on a cubic foot basis will be a total of \$246.83 + \$5 for each section of fire hose needed. The estimated number of hoses, without an exact location for the tank, will be two. Ms. Hardison stated the guild pays the \$2500 and anything over that the City pays.

By motion of Councilman Davis, seconded by Councilman Moultrie, Council agreed to support the Wildlife Arts Festival with an additional \$250 from fund balance to cover the cost of the water for the dock dog competition.

**ADOPT BUDGET ORDINANCE AMENDMENT FOR SEWER IMPROVEMENTS
ALONG PENNSYLVANIA AVENUE (\$23,572)**

Allen Lewis, Public Works Director explained that we are in the process of making sewer improvements along Pennsylvania Avenue between James Drive and Havens Street. Due to change orders as a result of conditions in the field, we need to reallocate \$23,572 from the contingency line item of this project into the construction line item. This cost is due to the need for an additional manhole to replace and existing manhole near the intersection of Havens Street and Pennsylvania Avenue. It has become apparent during construction that the existing manhole is not structurally sound and is in need of being replaced. This project should be completed in the next few weeks and we are not aware of any other issues that should cause the need for further expenses beyond the current project budget.

By motion of Councilman Mercer, seconded by Councilman Pitt, Council adopted a budget ordinance to re-allocate funds for sewer improvements along Pennsylvania Avenue in the amount of \$23,572.

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF
WASHINGTON, NC FOR THE FISCAL YEAR 2009-2010**

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

Section 1. That the Contingency portion of the CDBG Grant Fund Pennsylvania Avenue Sewer Extension project be decreased in the amount of \$23,572, account number 71-90-8000-9900.

Section 2. That account number 71-90-8000-4500, Construction portion of the CDBG Grant Fund Pennsylvania Avenue Sewer Extension project be increased in the amount of \$23,572.

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 19th day of January, 2010.

s/Cynthia S. Bennett
City Clerk

s/N. Archie Jennings, III
Mayor

**AUTHORIZE– MANAGER TO SIGN BROWN STREET BRIDGE REPLACEMENT
ENGINEERING AGREEMENT**

Franz Holscher, City Attorney asked if Council chose to approve the document to allow staff and the Attorney to correct some internal inconsistencies in the document and to add a pre-audit certificate.

Allen Lewis, Public Works Director stated at the November 10, 2008 Council meeting, Council authorized the Mayor and City Clerk to execute a municipal agreement for participation in the NCDOT Municipal Bridge Program. The program provides federal aid funds for 80% of the project cost with the remaining 20% being a local match by the City. The project is in the STIP with \$500,000 in funding requiring a \$100,000 match. After requesting letters of interest from engineering firms per the municipal agreement, 20 submittals were received. We selected a Ramey Kemp & Associates, Inc. to serve the City on this project.

By motion of Councilman Mercer, seconded by Councilman Pitt, Council authorized the manager to enter into an engineering agreement with Ramey Kemp & Associates, Inc., to perform engineering and other services necessary for the Brown Street bridge replacement project at Jack's Creek.

**ADOPT – ORDINANCES AMENDING CHAPTER 2, ADMINISTRATION REGARDING
TIME, CHANGE IN DATE, AND ORDER OF BUSINESS OF CITY
COUNCIL MEETINGS**

Mayor Jennings noted this item has been discussed earlier and we are operating under this proceedings tonight.

By motion of Councilman Mercer, seconded by Mayor Pro tem Roberson, Council continued this item until the review of the City Code is complete.

ADOPT – ENERGY MANAGEMENT PLAN

Jim Smith, City Manager stated the grant is only for the lighting project, and not the chillers, although the Energy Management Plan shows all changes that could be done, but are not cost effective. Summary data was submitted to Council stating the City of Washington will submit an application to participate in the Energy Efficiency Conservation Block Grant program, an American Recovery and Reinvestment Act opportunity offered through the State Energy Office. Up to \$200,000 may be requested. The City proposes to use funds for a lighting retrofit project that will upgrade ballasts and blubs in 8 city buildings, the Boys and Girls Club and the Estuarium. Lighting Upgrades will include:

- T-12 to T-8 Retrofits
- Incandescent to CFL Retro fits
- LED Exit Sign Retro fits

A complete lighting survey was conducted to determine the type and quantities of existing lighting fixtures and the light levels within the buildings. The lighting survey also identified existing lighting load intensities and potential savings for each intervention. This project is estimated to save over \$1 4,500/year in utility bills and 488 million BTU's annually. A grant match is not required, but if offered gives priority to an application. The project is estimated to open and close within a 12-month time period, as a measurement and verification component requires the City to track energy savings. In order to apply for funds, a municipality must have an energy management plan aligning with the goals of the grant proposal. The existing energy plan was developed using the results of the Detailed Energy Audit conducted by TAC and followed a "sample energy plan" template supplied by the State Energy Office.

A motion was made by Councilman Mercer, seconded by Councilman Davis adopt the Energy Management Plan, a requirement for the Energy Efficiency

Conservation Block Grant program. Discussion. There being no further discussion the motion passed unanimously.

**APPROVE – BUDGET ORDINANCE TURNAGE THEATER TAX INCENTIVE CREDIT
(\$38,532)**

Matt Rauschenbach, CFO explained the \$38,532 is the total for the remaining six years to cover the agreement. The City entered into a seven year agreement to provide a portion of the Turnage Theater Tax Incentive credit. 2008-2009 was the first year of the agreement with an incentive of \$6,743. \$40,800 was appropriated in 2008-2009 but the \$34,057 balance was not carried over into 2009-2010 with a purchase order and as a result went into fund balance. Six years remain and based on the current year amount funds of \$38,532 are needed to cover the balance of the agreement.

Councilman Mercer voiced concern over the amount to be appropriated, and suggested the appropriation be set each year to coincide with the tax valuation and the current year would be \$6,422. Mr. Rauschenbach stated we wanted to make sure this item didn't fall through the crack and this would simplify the process, by appropriating the entire amount.

By motion of Mayor Pro tem Roberson, seconded by Councilman Pitt, Council approved a budget ordinance to appropriate General Fund balance for the Turnage Theater Tax Incentive Credit in the amount of \$6,422 or a sum adequate to cover the current year taxes.

**AN ORDINANCE TO AMEND THE BUDGET ORDINANCE
OF THE CITY OF WASHINGTON, N.C.
FOR THE FISCAL YEAR 2009-2010**

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

Section 1. That account number 10-00-4650-4511, Turnage Theater Tax Incentive, Economic Development department of the General Fund appropriations budget, be increased in the amount of \$6,422 to provide funds for the City's portion of the incentive.

Section 2. That account number 10-00-3991-9910, Fund Balance Appropriated portion of the General Fund revenue budget, be increased in the amount of \$6,422.

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 19th day of January, 2010.

s/Cynthia S. Bennett
City Clerk

s/N. Archie Jennings, III
Mayor

GOALS FOR THE CITY MANAGER FOR THIS YEAR

The Mayor asked Council to submit 3-5 goals for the City Manager.

PAST DUE FUNDS – COMMITTEE NEEDS TO BE FORMED

Mayor Jennings asked Council to appoint a Committee to make recommendations to the Council on how to deal with the past due funds. A motion was made by Councilman Davis, seconded by Councilman Pitt to form the subcommittee consisting of: Council members Moultrie, Roberson and Mercer.

PARTNERSHIP FOR THE SOUNDS MEMBERSHIP APPROVAL FOR MAYOR

A motion was made by Councilman Davis, seconded by Councilman Mercer to approve Mayor Jennings' membership as a representative of the City Council on the Partnership for the Sounds board.

RECONSIDER JOINT-USE AGREEMENT FOR KUGLER FIELD

Mayor Jennings stated he and the City Attorney have been contacted by the school board regarding the use of Kugler Field. The school board is asking the City to reconsider the joint use agreement to allow the Church League Softball teams to continue using Kugler Field. Discussion. Franz Holscher noted if Council agreed he would bring this agreement before Council in February.

A motion was made by Councilman Mercer and seconded by Mayor Pro tem Roberson to review a proposal by the Beaufort County Board of Education for the use of Kugler Field. Councilman Davis discussed the Community Schools Act with Council. The motion passed unanimously.

RECONSIDER DATE FOR COMMITTEE OF WHOLE

Mayor Jennings asked Council to reconsider the date for the Committee of the Whole. Council discussed alternate dates for the meeting. A motion was made by Councilman Mercer, seconded by Mayor Pro tem Roberson to move the Committee of the Whole from January 25th at 5:30pm to February 2, 2010 at 8:00am. The motion passed unanimously.

Mayor Jennings made a ruling to allow a vote for Council to proceed with the City Code change to amend Chapter 2 which includes among other things, changing the meeting time to 5:30pm. Councilman Davis challenged the Mayor's ruling to allow a vote. Mayor Jennings called for a vote for allowing his ruling. Voting for allowing the Mayor's ruling were Council members: Roberson, Pitt, Mercer and Moultrie; against: Davis. The Mayor's ruling to allow a vote to proceed with the ordinance change stands by a vote of 4-1. A vote was taken to proceed with the ordinance to change the City Code to move the meeting time to 5:30pm. Voting to proceed with the ordinance change were Council members: Mercer, Pitt, Roberson and Moultrie. Against: Davis. Therefore, the Council will hold its regular meetings at 5:30pm by a vote of 4-1.

CLOSED SESSION – UNDER NCGS 143-318.11(A)(3) ATTORNEY/CLIENT PRIVILEGE, JAMES ALLEN TRIP VS. CITY OF WASHINGTON AND NCGS 143-318.11(A)(5) ACQUISITION OF PROPERTY LOCATED IMMEDIATELY SOUTH AND EAST OF THE CURRENT HIGHWAY 17 BRIDGE

A motion was made by Councilman Mercer and seconded by Mayor Pro tem Roberson, Council entered into closed session under NCGS 143-318.11(A)(3) Attorney/Client Privilege, James Allen Tripp vs. City of Washington and under NCGS 143-318.11(A)(5) Acquisition of property located immediately South and East of the current Highway 17 bridge.

A motion was made by Councilman Mercer, seconded by Councilman Moultrie to come out of closed session at 10:25pm.

ADJOURN

By motion of Councilman Davis seconded by Mayor Pro tem Roberson, Council adjourned the meeting until February 2, 2010 at 8:00 am in the Council Chambers at the Municipal Building for the Committee of the Whole meeting.

**Cynthia S. Bennett
City Clerk**