

Opening of Meeting

Pledge of Allegiance

Invocation

Roll Call

Approval of minutes from May 27 & June 14, 2021 (page 3)

Approval/Amendments to Agenda

PRESENTATION: Klint Price: Apprenticeship Certificate ~ Powerline Technician (page 30)

- I. Consent Agenda:
 - A. <u>Authorize</u> Recreation Director to apply for Public Beach & Coastal Waterfront Access Funds Grant to complete Phase II (West end) of Wetlands Boardwalk (page 31)
 - B. <u>Authorize</u> –Public Works Director to submit an application for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) discretionary grants (page 32)
- II. Comments from the Public:
- III. Public Hearing 6:00pm Zoning: None
- IV. Public Hearing 6:00pm- Other: None
- V. Scheduled Public Appearances:
 - A. <u>Discussion</u> Parley's Sip & Steam ~ Music/Outside Dining
- VI. Correspondence and Special Reports: None
- VII. Reports from Boards, Commissions and Committees:
 - A. Report Washington-Warren Airport Advisory Board
 - B. Report Anthony Tyre, Human Relations Council
 - C. Report Brown Library Board of Trustees (page 34)
- VIII. <u>Appointments:</u> Washington Electric Utilities Advisory Board & Recreation Advisory Committee (page 36)



IX. Old Business:

- A. Adopt American Rescue Plan Act (ARPA) Funding Resolution (page 39)
- B. <u>Award</u> Primary Cable Replacement Phase 2 & 3 Construction Labor Contract to River City (page 41)
- C. Adopt CDBG-NR Kelly Children's Home Grant Project Ordinance (page 44)

X. New Business:

- A. Approve Waiving \$50 Amplification Fee (page 47)
- B. <u>Approve</u> Groundsman Position for the Electric Department (page 48)
- C. Adopt Budget Ordinance Amendment for Grant Assistant Position (page 51)
- D. <u>Adopt</u> Budget Ordinance Amendment to Implement Customer Service/License Plate Agency Management Reorganization (page 53)
- E. Adopt Updated EMS Fee Schedule (page 57)
- F. Adopt New Fee Scale for Lockers at Moore Aquatic & Fitness Center (page 59)
- G. Adopt Budget Ordinance Amendment to Rectify Discrepancy in Current Fiscal Year Budget (page 62)
- H. Adopt Ordinance to Amend Chapter 28, Section 7 Recycling (page 64)
- I. Adopt -Bilateral Metering for Renewable Energy Facilities Rider (page 66)
- XI. Any other items from City Manager:
- XII. Any other business from the Mayor or other Members of Council:
- XIII. <u>Closed Session:</u>
- XIV. Adjourn: Until August 9, 2021 at 5:30pm in the City Council Chambers

CITY COUNCIL MINUTES WASHINGTON, NORTH CAROLINA

The Washington City Council met in a joint session with the Historic Preservation Commission on Thursday, May 27, 2021 at 3:00pm in the Council Chambers at the Municipal Building. Present: Donald Sadler, Mayor; Richard Brooks, Mayor Pro tem; Virginia Finnerty, Councilmember; Betsy Kane, Councilmember; William Pitt, Councilmember and Mike Renn, Councilmember. Also present: Jonathan Russell, City Manager; Jessica Green, Deputy City Clerk and members of the Historic Preservation Commission.

Mayor Sadler called the joint meeting to order.

- There's confusion over how new property owners are notified that they are in a historic district
 - O Discussion about the duty of the purchaser's realter/attorney obtaining the information during the due diligence period
 - o It being present on the deed
 - HPC Commissioner Burdi stated she didn't know how someone would know that they
 were in the district
 - Recommendation that a mass notification should be sent out to all property owners in the district
- Council member's made a statement about how the "guidelines" are recommendations
 - o It was mentioned by one of the commission members that the term "guidelines" will be changing to "Standards" in an upcoming meeting
- Discussion about vinyl in general
 - o There were questions on what's wrong with allowing vinyl in the district
 - Domini Cunningham explained that it contributes to the deterioration of the character of the district
 - A query of other Communities showed that vinyl is not a permitted material for windows or fences in the locations that responded
 - It was stated that a letter should be sent to the properties that have vinyl fences letting them know of the issues
 - Jonathan Russell requested that a draft be sent to him before going out to the property owners
- Domini Cunningham went into a brief discussion about the benefits of being a Certified Local Government mentioning the option for various grants and SHPO review of updates to the "Standards"
- There was a request to schedule John Wood to talk with the City Council
- Councilmember Renn wanted to know what would put us out of the good graces of the State Historic Preservation Office
- Information below regarding SOI Standards and CLG Decertification: Secretary of Interior's Standards:
- Part of the purpose of the CLG program is to "ensure the broadest possible participation of local governments in the national historic preservation program while maintaining standards consistent with the National Preservation Act, and the Secretary of Interior's "Standards and Guidelines for Archaeology and Historic Preservation" (HPF Manual, p. 9-1, Section A).
- HPF Grants Manual: https://www.nps.gov/preservation-grants/hpf manual.pdf

- **CLG Decertification:** (Guidelines for North Carolina's Certified Local Government Program, p.15. https://files.nc.gov/ncdcr/historic-preservation-office/CLG/2003_CLG_Guidelines.pdf)
- The SHPO may recommend decertification to the National Park Service after all of the following conditions have been met:
- The SHPO determines that a CLG's performance does not meet the performance standards specified in the Certification Agreement or referenced therein, including meeting established time periods, and
- The SHPO specifies to the CLG in writing ways to improve performance within a period of time by which deficiencies must be corrected or improvements must be achieved, and
- After the period of time stipulated by the SHPO, the SHPO determines that there has not been sufficient improvement.

ADJOURN

The meeting was adjourned until June 14, 2021 at 5:30pm in the City Council Chambers.

(subject to approval of City Council)

s/Jessica Green, Deputy City Clerk

CITY COUNCIL MINUTES WASHINGTON, NORTH CAROLINA

The Washington City Council met in a regular session on Monday, June 14, 2021 at 5:30pm in the Council Chambers at the Municipal Building. Present: Donald Sadler, Mayor; Richard Brooks, Mayor Pro tem; Virginia Finnerty, Councilmember; William Pitt, Councilmember and Mike Renn, Councilmember. Also present: Jonathan Russell, City Manager and Cynthia S. Bennett, City Clerk. Councilmember Kane was absent and excused.

Mayor Sadler called the meeting to order and Councilmember Pitt led the Pledge of Allegiance and delivered the invocation.

APPROVAL OF MINUTES:

By motion of Councilmember Pitt, seconded by Mayor Pro tem Brooks, Council approved the minutes of April 26, 27, 28 & May 10, 2021 as presented.

VOTE: minutes	YES	NO
Mayor Pro tem Brooks	x	
Councilmember Finnerty	X	
Councilmember Kane	Absent	Absent
Councilmember Pitt	X	
Councilmember Renn	X	

APPROVAL/AMENDMENTS TO AGENDA:

- Remove: Old Business Item C: Adopt Resolution of Intent to Consider an Ordinance Amending the Charter for the City of Washington to Change the Length of Terms for the Members of City Council from Two Years to Four Years and Setting the Date for a Public Hearing
- Add New Business Item H: Resolution of Support for William G. Pomeroy Foundation Grant Application

By motion of Councilmember Renn, seconded by Mayor Pro tem Brooks, Council approved the agenda as amended.

VOTE: agenda	YES	NO	
Mayor Pro tem Brooks	X		
Councilmember Finnerty	X		
Councilmember Kane	absent	absent	
Councilmember Pitt	X		
Councilmember Renn	X		

CONSENT AGENDA:

By motion of Councilmember Renn, seconded by Councilmember Finnerty, Council approved the Consent Agenda as presented.

VOTE: consent agenda	YES	NO
Mayor Pro tem Brooks	X	
Councilmember Finnerty	X	
Councilmember Kane	Absent	Absent
Councilmember Pitt	X	
Councilmember Renn	X	

A. Adopt – Grant Project Ordinance Amendment for DEQ Wetlands Boardwalk Reconstruction Phase I Grant #8084

AN ORDINANCE TO AMEND THE GRANT PROJECT ORDINANCE FOR DEQ BOARDWALK RECONSTRUCTION CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2019-2020

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

<u>Section 1.</u> That the Estimated Revenues in the DEQ Boardwalk Reconstruction Grant Project Fund be increased or decreased in the following accounts and amounts:

121-3344-0521

Local Match

\$ 8,450

Section 2. That the following appropriation accounts in the DEQ Boardwalk Reconstruction Grant Project Fund be increased or decreased by the following amounts to fund down payment for launches and boardwalk:

121-4930-4502

Construction & Engineering

8,450

Land Sole

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 14th day of June, 2021.

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2020-2021

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

Section 1. That the following accounts of the General Fund appropriations budget be increased or decreased by the respective amounts indicated to fund the additional cost of the Phase 1 boardwalk project for a CAMA permit and Moss Landing connection:

010-4400-9203

Transfer to Grant Funds

\$ 8,450

et Sollo

010-6130-7400

Capital Outlay

(8,450)

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

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

Adopted this the 14th day of June, 2021.

MAYOR

ATTEST:

CITY CLERK

CARO

COMMENTS FROM THE PUBLIC: NONE

PUBLIC HEARING 6:00PM - ZONING: NONE

SCHEDULED PUBLIC APPEARANCES:

DISCUSSION - DIMITRIS SHEPPARD: COMMERCIAL TRUCK PARKING

Dimitris Sheppard discussed commercial truck parking in the city and expressed concerns with not being allowed to park his tractor trailer on Pennsylvania Avenue. The City Manager explained commercial truck parking is allowed in residential neighborhoods as long as the tractor and trailer are together. He also noted some city streets have weight restrictions. Mr. Sheppard stated he had received a note on his vehicle saying he couldn't park there. Mayor Sadler explained he had received complaints from residents in this area regarding commercial truck parking. Mr. Russell explained the ordinance has

not been changed and parking of commercial vehicles is still allowed as long as the tractor and truck are connected.

DISCUSSION - MARQUIS PARKER: COMMERCIAL TRUCK PARKING

Marquis Parker asked for confirmation that they can still park their tractor/trailer on Pennsylvania Avenue. Mr. Russell confirmed that as long as the tractor and trailer were connected there would not be a problem and no citations would be issued.

DISCUSSION - DERA VINCENT: YOUTH NON-PROFIT

Dera Vincent discussed "RATTLE" and their mission to provide a wrap-around community with outreach programs focusing on human rights, climate change, leadership/organizational development, and occupational rehab.

DISCUSSION - TINA BILLINGSLEA: JUNETEENTH EVENT

Tina Billingslea stated she is the advocacy director for RATTLE. Their organization became state certified two months ago. She discussed the importance of Juneteenth and suggested the City make this an official holiday.

CORRESPONDENCE AND SPECIAL REPORTS: MEMO - BUDGET TRANSFERS

	Department	Account Number	Object Classification	Amount		Department	Account Number	Object Classification	Amount
•	City Council	010-4110	0400	\$4700	FROM	010	4120	0400	\$1,000
T	City Manager	010-4120	0400	\$ 4700	то	010	4150	0400	\$1,000
purpos	se of: Funds to	cover UNC invoi	ce for LFNC Service	agreement.	For the purpos	se of: Funds to o	cover City Attorney		
e purpos	se of: Funds to	cover UNC invoi	ce for LFNC Service	agreement.	For the purpos	se of: Funds to o	Account Number	Classification	Amount
	e of: Funds to Department	Account Number	ce for LFNC Service Object Classification	agreement.	For the purpose		Account	Object	Amount 50,000
		Account	Object			Department	Account Number	Object Classification	

For the purpose of: Funds to cover City Attorney contract.

For the purpose of: To fund the security for the City Hall card swipe system.

	Department	Account Number	Object Classification	Amount		Department	Account Number	Object Classification	Amount
FROM:	030	8100	0400	\$5,000.00	FROM:	03 g	8230	0400	\$5,000.00
TO:	110	4312	4500	\$5,000.00	TO:	110	4312	4500	\$5,000.00
For the purp	pose of: Correct Polic	e Department pro	ject accounts.		For the purpose	of: Correct Police	: Department proj	ect accounts.	
	Department	Account Number	Object Classification	Amount		Department	Account Number	Object Classification	Amount
OM:	030	8100	7400	\$30,000.00	FROM:	030	8100	7400	\$1400.00
		0140	4500	\$30,000.00	TO:	030	8140	4500	\$1,400.00
the purpos	030 se of: Reallocate fu	Account	Hydrant Project. Object	Amount	For the purpo	ose of: Reallocate f	Account	ydrant Project. Object Classificatic	Amount
		nds for the Fire	Hydrant Project.		For the purpo		Account		
the purpos	ese of: Reallocate fu	nds for the Fire	Hydrant Project.	Amount 5000.00	For the purpose		Account	Object	Amount \$19,157.0 \$ 2,500.0
the purpos	Department	nds for the Fire Account Number	Hydrant Project. Object Classification			Departmen	Account Number	Object Classification	n \$19,157.0
OM:	Department 010 4	nds for the Fire Account Number	Hydrant Project. Object Classification 0207 0200 0700 0700	5000.00 4500.00 400.00 100.00	FROM:	Department 030	Account Number 8180	Object Classification 0200 5603	\$19,157.0 \$ 2,500.0 \$19157.0
OM:	Department 010 4	Account Number	Hydrant Project. Object Classification 0207 0200 0700 0700	5000.00 4500.00 400.00	FROM:	Department 030	Account Number 8180 8140	Object Classification 0200 5603	\$19,157.0 \$ 2,500.0 \$19157.0 \$ 2,500.0
ECOM:	Department 010 4 010 4	Account Number 400	Object Classification 0207 0200 0700 0703 oll for the year. Object	5000.00 4500.00 400.00 100.00	FROM:	030 030 pose of: Reallocat	Account Number 8180 8140	Object Classificatio 0200 5603 1303 1700 e accounts Object	\$19,157.0 \$ 2,500.0 \$19157.0 \$ 2,500.0

	Department	Account Number	Object Classification	Amount		Department	Account Number	Object Classification	Amount
FROM:	010	4400	0207	10000.00	FROM:	010	4400	0207	8800.00
TO:	010	4120	0200	10000.00	то:	010	4910	0400	8800.00

For the purpose of: transfer funds to cover payroll for the year.

For the purpose of: transfer funds to cover overspent account.

	Department	Account Number	Object Classification	Amount
FROM:	010	4400	0207	3000.00
TO:	010	6110	0200	3000.00

For the purpose of: transfer funds to cover salaries

MEMO -PO'S > \$50,000

The following budgeted purchase orders that are in excess of \$50,000 have been issued for the month:

Amount \$65,134.00	Vendor Moseley Architects	<u>Description</u> AMENDMENT 1 - INCREASE BUILDING SIZE FROM 13,000 TO 17,000 SQ.FT.
\$74,902.02	Moseley Architects	DESIGN FOR NEW PD
\$110,000.00	Hydrant Mechanics	Fire Hydrant Rehabilitation, Repainting of 708 Fire Hydrants
\$193,500.00	Triple-R Electric Inc	Bid out through Dibble & Pledger / Electrical & Plumbing work for Wetlands Boardwalk Ph I
\$205,300.00	North American Substation Services LLC	Re-Gasket & Bushing Replacement
\$384,300.00	Rivers & Associates	ENGINEERING SERVICES FOR RUYON CREEK OUTFALL AND SHORT DRIVE PUMP STATION REHABILITATION PROJECT.

REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES: REPORT - WASHINGTON-WARREN AIRPORT ADVISORY BOARD

no report submitted

REPORT – ANTHONY TYRE, HUMAN RELATIONS COUNCIL

Anthony Tyre, Human Relations Council Chairman provide a brief update to Council focusing on the Juneteenth event and walking tour.

Juneteenth

History of a People Forgotten.

Juneteenth is a celebration of the emandpation of slaves in the United States. Originating in Galveston, Texas, Juneteenth is now celebrated annually on June 19th throughout the United States. It commemorates the anniversary date that Union Army General Gordon Granger finally delivered the news to Texas that slavery was abolished, June 19, 1865.

President Abraham Lincoln's Emencip Proclamation had officially slavery in Texas and the other states in rebellion against the Union almost two and a half years earlier. Enforcement of the Prodamation generally relied on the advance of Union troops. Texas being the most remote of the slave states had a low presence of Union troops as the American Civil War ended; so enforcement there was slow and Inconsistent.

Juneteenth Celebrations date back to 1866, at first involving church-centered community gatherings in Texas, it spread across the South and became more popular in the 1920s and 1930s. Celebration slowed during the Cvil Rights Movement of the 1960s. But grew in popularity again in the 1970s focusing on African American freedom and arts. The first selectation. calcination in Deadfort County (organize thescalonians Aldridge and Alethea Willer the late 1980s) was held at the Ware C Rosenwald School site. Junebanth is celebrated in most major cities across the United States. Activists desire Congress to recognize Juneteenth as a National Holiday.

Schedule of Events

10:15AM - 11AM - Placing of Hull Anderson Marker. Reception to follow at Freedom Park (Corner Gladden & Main)

11AM - Tours of Underground Railroad Museum and Historic Port of Washington Museum Learn history of Black Businesses on Main Street 1865-1965

1PM - Juneteenth Children's Read-In Harbor District Market NAACP's Community NAACP'S Community Prayer
Walk/Ride/Drive along the
"Preadom to Prosperity Walking
Trail" from the Underground Railroad
Museum to Bebe Park. The Mayor and the
95 East Riders Touring Motorcycle Club will
lead the processional.

2PM - "Pave the Way" Wall Dedication © P. S. Jones Memorial Park (P. S. Jones Museum Open to the Public after dedication) Vending & Children's Games Start at eebe Memorial & P. S. Jones Parks Black History Art Exhibit at Turnage Theatre, (Ends at 4pm)

3PM - 8PM Other Programs and Festivities at Beebe Park: List Includes:
Historic Juneteenth Displays: "Why We

- "Dollz in Motion" Dance School Jerusalema Dance Challenge
- Chess Tourname
- Face Painting & FREE Food for Kids
- And Much, Much More!

6PM - Meet & Greet at Freedom Park for cast of the movie, "Freedom of NC. Movie features Washington Native, DieDra Hurdle-Ruff (A Blues "Queen")

7PM - "Harriet", the Movie at Freedom Park (Downtown)

ENJOY

JUNETEENTH

in Washington, North Carolina A Day of Citywide Remembrance and Celebration of Freedom!



Saturday, June 19, 2021 From Downtown Washington To Beebe Memorial Park The Fun Is On! From 10AM - 8PM

Events planned and sponsored by area Associations, Nonprofits & Museums

Brochure & Walking Trall Coordinated By Washington-Beaufort County Human Relations Council (252) 975-9319

A STORY OF FLAGS & IDENTITY

Part of African-Americans history has been the struggie to establish identity in a homeland they dld not choose. Over time

different symbols emerged to connect a nation of people descendent from slaves of different tribes and cultures. These symbols have included the "Fist of Power/Freadom", most identifiable as part of the Black Panther message. Other symbols include ties to the Black, Red & Green colors of the native land, Africa. These colors have defined that connection for Blacks as far back as the 1920s when the African Communities League. (UNIA-ACL) adopted the Pen-African flag as the official symbol of Black price and freedom. Over time different variations of this flag have emerged. The original flag however simply bore the colors Red (for the Blood of enslaved ancestors), Green (for the plush Land of Africa) and Black (for the Paople).



In 1997, activist Ben Haith, founder of the National Juneteenth Celebration Foundation

(NJCF) created the Official Juneteenth flag. For two decades now, communities around the country have raised this flag in freedom ceremonies on Junetsenth. The red, white & blue fleg is full of symbolism. The white star represents Texas, the state where Juneteenth celebrations originated, and also represents the freedom of slaves in all 50 states. The burst means "new star" and represents a new beginning for African-Americans throughout the land. The arc across the bottom represents a new horizon for opportunities that lay ahead. chose the Red Winte and Blue color scheme as a reminder that slaves and their descendants were and ARE Americans.

Washington's "Freedom to Prosperity Walking Trail" The African-American Education & Business Experience



Underground Railroad Museum: Learn how slave used their ingenuity to assist in their own freedom



United Methodisi Church & the Post Office Property: Parts of property belonged to freed slaves. FUHC donated land to help start the first Methodist church



The Little Complex: the Lixxe Complex: Home and property of Shade & Emmit Little. Their shops on the vacant lot ware once reconstructed as a touring display in



Museums across the state. Dewely Dunta Practice: Office of the only Black dentist to Practice in Beaufort County Dr. William Beebe.



Renowned doctor and Incul Renowned doctor and local medical awarraner, Had a pharmacy on "4th Street" and built a home that is now Randolph Funeral Home, He and his wife also follows to the "15". bulk a home in the 700 block of Market Street. Metropolitan AME Zion Church: School ste for Blacks; center of Civil



Richards, corner or com-Rights refuge and planning, has oldest functioning pipe organ in the county. Busbe Memorial CMF Church: NC's First CME Church. Started by former slave, Bishop Joseph A Beebe (father of Dr. William Beebe). Also, former school site for Blacks.



Hitom Lodge #11: Served as a school and was a place of refuge for participants in the "Poor Peoples" Merch to Washington" during the Civil Rights Movement. Dowdy Complex: Corner Respess & 6th



Homes of Dowdy Brothers noted in the field of medicine and education (Left: Home of Dr. Haywood Dowdy, dentist) Karadalpin &

Cooper Homes: L. R. Randolph, Sr. started

the first schools for Blacks, initially located

others later sold bricks for a penny to build the first school on what is now the P. S. Jones

In homes. He and

Complex. Coppe

House is home of the

sister of one of the first 13 Black Neval Officers.



Cooper House (Spring Garden Baptist Church, not pictured, offered the Black Community its







P. S. Januar



Seebe Momorial Park: Former Cemetery for prominent Blacks. Lots of history in this Park's tones & markers.



P. S. Jones African-American Muleaum: Preserves the county's history of the Education of Blacks.





DIVERSITY

Our Services Are Through Four Broad Areas:

We promote and provide Training and Literacy.



We research and

Celebrate the rich

heritage of ALL citizens



We maintain public awareness of our services and reach out to those who need us as well as those who promote our services.







We advocate for Human Rights in Housing, Education, Hiring, Policing, ESL and ADA services.

WE CHOOSE TO UNDERSTAND!

For More Information Contact Us Via
Our Facebook Page Or
Call (252) 975-9319
(Artwork Licensed By CreativeCommons.org)

Washington-Beaufort County HUMAN RELATIONS COUNCIL

OUR GOAL: To facilitate the prevention and or resolution of problems in areas affecting the human relations of all citizens residing. working or trading in Washington/Beaufort County.

To this end, we promote and defend the right of all citizens to fair and impartial treatment regardless of race, sex, religion, creed, nationality, age, health, marital status, sexual orientation or economic status.

OUR PRIMARY TOOLS:

- Arranging opportunities for people to enjoy the rich diversity of our community,
- Providing and recommending education for citizens and community leaders that promotes understanding of diverse cultures and needs.
- Serving as an impartial forum to hear concerns from all factions of the community and to assist in resolution of disputes along any lines that divide us.

THE HUMAN RELATIONS COUNCIL serves at the pleasure of the Washington City Council. There are nine "Voting" and three "Emeritus" members. Emeritus members serve at

The HRC meets the 2nd Tuesday of each month at 5:30 PM in Washington City Council Chambers. The public is welcome and encouraged to attend meetings!

<u>APPOINTMENTS:</u> VARIOUS BOARDS, COMMISSIONS AND COMMITTEES Planning Board- (William Pitt – Liaison)

their own pleasure.

By motion of Councilmember Pitt, seconded by Mayor Pro tem Brooks, Council appointed Dr. Michael McDuffie to the Planning Board, to fill the expiring term of Fred Scales, term to expire June 30, 2024.

Enlarged Planning Board- (William Pitt - Liaison)

By motion of Councilmember Pitt, seconded by Mayor Pro tem Brooks, Council re-appointed Marie Freeman Barber to the Enlarged Planning Board, term to expire June 30, 2024.

Board of Adjustment - (Richard Brooks - Liaison)

By motion of Mayor Pro tem Brooks, seconded by Councilmember Renn, Council re-appointed Jeffery White to the Board of Adjustment, term to expire June 30, 2024.

By motion of Mayor Pro tem Brooks, seconded by Councilmember Renn, Council re-appointed Stanley Friedman to the Board of Adjustment, term to expire June 30, 2024.

Enlarged Board of Adjustment - (Richard Brooks - Liaison)

By motion of Mayor Pro tem Brooks, seconded by Councilmember Renn, Council appointed Mitchell St. Clair to the Enlarged Board of Adjustment, to fill the expiring term of Tim Cashion, term to expire June 30, 2024.

Alternate Member Enlarged Board of Adjustment - (Richard Brooks - Liaison)

By motion of Mayor Pro tem Brooks, seconded by Councilmember Renn, Council appointed Sam Barrow to the Alternate Member Enlarged Board of Adjustment, to fill the expiring term of Mitchell St. Clair, term to expire June 30, 2024.

Board of Library Trustees - (Betsy Kane - Liaison)

By motion of Councilmember Renn, seconded by Councilmember Finnerty, Council re-appointed Ray Midgett to the Board of Library Trustees, term to expire June 30, 2024.

By motion of Councilmember Renn, seconded by Councilmember Finnerty, Council re-appointed Stephen Moler to the Board of Library Trustees, term to expire June 30, 2024

I move that the City Council appoint ______to the Board of Library Trustees to fill the expiring term of Mara Graves, term to expire June 30, 2024. Appointment continued.

Historic Preservation Commission - (Virginia Finnerty -Liaison)

By motion of Councilmember Finnerty, seconded by Councilmember Renn, Council re-appointed Marion Booth to the Historic Preservation Commission, term to expire June 30, 2024.

By motion of Councilmember Finnerty, seconded by Councilmember Renn, Council appointed Beth Casey to the Historic Preservation Commission to fill the un-expired term of Collen Knight, term to expire June 30, 2023.

Washington Tourism Development Authority - (Virginia Finnerty - Liaison)

By motion of Councilmember Finnerty, seconded by Mayor Pro tem Brooks, Council appointed Arthur Jackson to the Washington Tourism Development Authority to fill the expiring term of Nick Sanders, term to expire June 30, 2024.

By motion of Councilmember Finnerty, seconded by Mayor Pro tem Brooks, Council appointed Manfred Alligood to the Washington Tourism Development Authority to fill the un-expired term of Clay Johnson, term to expire June 30, 2022.

Animal Control Appeals Board - (Mike Renn - Liaison)

By motion of Councilmember Renn, seconded by Mayor Pro tem Brooks, Council re-appointed Sam Wall to the Animal Control Appeals Board, term to expire June 30, 2024.

By motion of Councilmember Renn, seconded by Mayor Pro tem Brooks, Council appointed Glenwood Horton to the Animal Control Appeals Board to fill a vacant position, term to expire June 30, 2024.

Human Relations Council - (Mike Renn - Liaison)

By motion of Councilmember Renn, seconded by Mayor Pro tem Brooks, Council re-appointed Watsi Sutton to the Human Relations Council, term to expire June 30, 2024.

By motion of Councilmember Renn, seconded by Mayor Pro tem Brooks, Council re-appointed Lisa Williams to the Human Relations Council, term to expire June 30, 2024.

Washington-Warren Airport Advisory Board - (Mike Renn - Liaison)

By motion of Councilmember Renn, seconded by Mayor Pro ten Brooks, Council re-appointed C. Roy Whichard (outside) to the Washington-Warren Airport Advisory Board, term to expire June 30, 2024.

By motion of Councilmember Renn, seconded by Mayor Pro tem Brooks, Council re-appointed Trent Tetterton (inside) to the Washington-Warren Airport Advisory Board, term to expire June 30, 2024.

*Effective July 1, 2017: At least one member shall be a resident of the City.

PUBLIC HEARING 6:00PM- OTHER:

<u>ADOPT</u> – CONSISTENCY & REASONABLENESS STATEMENT AND ADOPT ORDINANCE TO AMEND CITY CHARTER, CHAPTERS 2, 6, 14, 34 AND 40 OF THE WASHINGTON CITY CODE FOR NCGS REQUIRED 160-D CHANGES

Mayor Sadler opened the public hearing at this time. Daniel Raul, WithersRavenel presented the following to Council.



Project Purpose

- Incorporate mandatory regulatory edits from N.C.G.S Chapter 160D
 - State regulations
- Zoning and subdivision regulation edits
- · Other minor changes
- Refresh Ordinance



160D Introduction

- Why Change? Why Now?
 - Combines and consolidates previous City regulations in 1964 per County regulations (in 153A) into Chapter 1600
- Deadlines
 - · Dimesor Francisco (alv.), 2003
 - Future Land Use Plans or Comprobension Plans June 1, 1022

160D Overview

- · Important elements that changed:
 - . Conflicts of Interest / Cath of Office
 - Combinional Use of largest to Special (see Permit
 - Conditional Zoning is permitted
 - Development Approval:
 - · Dernal Change and Vester Age.
 - Comprehentive Plan Regiment









Conflicts of Interest / Oath

- Clarifies rules for conflicts of interest

 - · Besprenches / familial or thus
 - error and a more of the contract of the contract of
- · Provisions when conflicts arise
 - * Parental and objections
 - Table members of Board vote to
- · Oath of Office required for all appointed boards

Conditional Zoning / Special Use Permits

· Elimination of the two-step process

- · Conditional Zoning

 - · Create site-specific regulations
- Special Use Permit
 - Replaces Conditional-Use Permit
 - Quasi judicial process





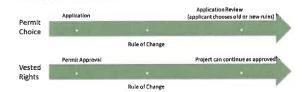






Permit Choice and Vested Rights

by giving a choice or "vesting rights" should the Town change the



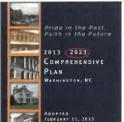
Minor Administrative Modifications

- · Minor Modifications to Development APPROVALS may be administratively
 - · Amount of change must be clearly specified in the ordinance and need for change must meet certain criteria.
- · Change of use or changes in density are considered Major Modifications
 - Major modifications require approval by standard process used for initial approva
- · Administrator may not make modifications to ordinance requirements









Future Land Use Plan or Comprehensive Plan

160D States that as a condition of having zoning, "a local government shall adopt and reasonably maintain a comprehensive plan.

Work Completed

- 160D Edits Drafted
- · First Draft of Documents Completed
- · Council Work Session
- Second Draft of Documents Completed
- Planning Board Meeting
- Final Draft of Documents Completed
- Public Hearing and Council Decision







Document Changes

- · Only 160D / State Required Changes
 - · City of Washington Children · Chapter 7 (Planning Board)
 - · Chapter 6 (Building Regulations)
- * 160D / State Required Changes / Additional Updates
- Chapter 40 (Zoning)

Notable Changes

- Allow Bars permitted as a special use in 61H
 - No such establishment shall be located within one hundred (300) feet from the nearest property (ne of a church, elementary or secondary school, publik, park, playground, (brary, or residentially stoned a coption).

 - The hours of operation shall be limited to 12 00pm 12 00pl
- community or operation shall be immed to 17 Object 18 Object 1









Notable Changes

- · Subdivision Review Board to Approve Final Plats with more than five lots.
 - Well approve if no major modifications or non-approved minor modifications of to the approximation of the approximation o
 - . Otherwise_modifications will go before City.
- Street Trees Required for Subdivisions.



Notable Changes

- Increased Parking Area Landscaping Standards

 - The primary standards are as follows:
 Parking areas with fifteen (15) or more parking spaces shall provide internal vegetation in the form of islands or peninsulas and shall designed as such:
 Four (4) shrubs shall be provided within the islands and/or peninsulas per fifteen (15) parking

 - One (1) large tree shall be provided within the islands and/or peninsulas per fifteen (15) parking spaces.
 - No parking space shall be more than sixty (60) feet from a large tree.





Notable Changes

- Garages and Carports allowed in side yard
 - · Previously only allowed in rear yard
- Incidental uses to home occupations
 - . Dicidental accessory uses are allowed for official frome artistry/obotography studios, etc.)



Notable Changes

Removed the highlighted items.

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Notable Changes

- New Uses will be Finalized After Future Comprehensive Plan and **Extended Public Involvement**
 - Provided language will allow Board of Adjustments ohear any non-listed, nonsimilar use as a Special Use Permit

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Notable Changes

- Require recreation space in multifamily and single-family developments
 Language previously provided the City with option to purchase land from development to use for recreation
 - Updated procedures either require the developer to provide recreation or a provide a payment in lieu.







Other Changes (Subdivisions)

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Other Changes (Zoning)

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Adoption Ordinance Consistency and Reasonableness Statement

ection 1: The orificance approximates the 4 pr Chapter and Chapter 2, 4, 14, 34, and 60 of the Backington Cary Code are CONSISTENT with

- 1. The NC Centeral Station, repairing adoption of implied ordinates amendments prior in Joby 1, 2022. The NC Centeral Station, repairing adoption of implied ordinates assemble to the prior of the International Conference on the International Conference on the International Conference on International Conf
- 2. The goals and eligestive of the Cay of Washington 2013-2025 Comprehensive Plan, including:

The CBs E-entellial the CBs of Washington hereby states

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certain 2: The architecture amendments to the Cyty Compter and Compters 2, 6, 14, 34, and 40 of the Washington City Cerls are REASONABLE and in the PUBLIC INTEREST for the following resource:

- Tambou is no conserve to promote the health, salory, cirkly, and the general welfit a of the Ciry
- 2. The restricts in the City Charter and Chapters 2, 6, 14, 34, and 40 of the City of Wardington's Code of Ordinances under the document compliant with GS 1660

Schedule & Next Steps

- · City Council Work Session -- April 22
- Planning Board Meeting May 25
- Public Hearing and Council Decision June 14







Jonathan Russell, City Manager provided the following background and findings: The North Carolina General Assembly approved changes to the North Carolina General Statutes governing City and County Authorities. The City of Washington City Code must be amended to reflect these changes by July 1, 2021 in-order to remain in effect. The required amendments effect the City Charter and Chapters 2, 6, 14, 34, and 40 of the City Code. On May 25, 2021, the Planning Board held a public meeting on this issue. After the meeting and discussion, the Board voted unanimously to recommend approval of the amendments to the City Code to City Council.

There being no one to speak from the public, Mayor Sadler closed the public hearing at this time.

By motion of Councilmember Renn, seconded by Mayor Pro tem Brooks, Council adopted the consistency and reasonableness statement for the amendments to the City Charter and Chapters 2, 6, 14, 34, and 40 of the Washington City Code and adopted the ordinance to amend the City Charter and Chapters 2, 6, 14, 34, and 40 of the Washington City Code.

VOTE: 160-D	YES	NO	
Mayor Pro tem Brooks	X		
Councilmember Finnerty	X		
Councilmember Kane	Absent	Absent	
Councilmember Pitt	X		
Councilmember Renn	X		

THE CITY OF WASHINGTON

CONSISTENCY AND REASONABLENESS STATEMENT FOR THE AMENDMENTS TO THE CITY CHARTER AND CHAPTERS 2, 6, 14, 34, AND 40 OF THE WASHINGTON CITY CODE

The City Council of the City of Washington hereby states:

Section 1: The ordinance amendments to the City Charter and Chapters 2, 6, 14, 34, and 40 of the Washington City Code are CONSISTENT with:

- 1. The NC General Statute requiring adoption of updated ordinance amendments prior to July 1, 2021. The NC General Statutes that give local governments authority to regulate land use and development, previously located in N.C.G.S. Chapter 160A, Article 19, have been updated and recodified as N.C.G.S. Chapter 160D. Several changes were made to the City of Washington Chapter as well as Chapters of the Code of Ordinances, including Chapter 34, Subdivisions, and Chapter 40, Zoning, as a part of this ordinance amendment to adhere to the requirements of 160D and better align the Town with these requirements and best practices.
- 2. The goals and objectives of the City of Washington 2013-2023 Comprehensive Plan, including:
 - New development and redevelopment in the City will incorporate high standards of design that enhance the visual character of the community.
 - Washington will provide a safe and secure environment for those who live, work, and visit the City through high quality public safety facilities and systems.
 - Public facilities and public lands will be utilized at their highest and best use, except for public lands in environmentally sensitive locations, where conservation should be the objective.

Section 2: The ordinance amendments to the City Charter and Chapters 2, 6, 14, 34, and 40 of the Washington City Code are REASONABLE and in the PUBLIC INTEREST for the following reasons:

- 1. Zoning is necessary to promote the health, safety, order, and the general welfare of the City
- The revision to the <u>City Charter</u> and Chapters 2, 6, 14, 34, and 40 of the <u>City of Washington's Code of Ordinances</u> makes the document compliant with GS 160D.

Motion Made by: Make Rean

Motion Seconded By: A'Chard BRooks

ATTEST:

City Clerk Cight & Pot

Date: 6-14-21

July 12, 2021 Page 18 of 78

#21-3

AN ORDINANCE TO AMEND THE CITY CHARTER AND CHAPTERS 2, 6, 14, 34, AND 40 OF THE WASHINGTON CITY CODE

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

Section 1. That the CITY CHARTER AND CHAPTERS 2, 6, 14, 34, AND 40 be amended as outlined in the attached in order to make the document compliant with GS 160D.

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

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

Adopted this the 14th day of June, 2021.

Donald R. Sadler,

Mayor

ATTEST:

Cynthia S. Bennett,

City Clerk

OLD BUSINESS:

ACCEPT – RECOMMENDATION OF PLANNING BOARD AND APPROVE THE REQUEST FOR THE REVISED 17 LOT PRELIMINARY SUBDIVISION PLAT ON PARCEL #5686-50-6934

. Mayor Sadler requested to be recused. By motion of Mayor Pro tem Brooks, seconded by Councilmember Renn, Council recused Mayor Sadler at this time. Mayor Pro tem Brooks will lead this portion of the meeting.

Mike Dail, Community & Cultural Services Director provided the following background and findings: This is a revised request to create a 17 lot single family residential subdivision at the southeast comer of the intersection of Avon Avenue and Atkins Drive. The property is identified by the Beaufort County Tax Office as parcel # 5686-50-6934 and is currently zoned O&I (Office & Institutional) and R15S (Residential). City Council denied the former request on April 12, 2021. The major change to this version is a reduction of one lot to provide for some slightly larger lots and larger open space area. The subject property is currently The Racquet Club of Washington. The property is surrounded by single-family development. There is also multi-family development and commercial and office uses along Avon Avenue. The adjacent property to the north, south and east is zoned O&I (Office & Institutional) and R15S (Residential). The adjacent property to the west is zoned RMF (Residential Multi-family). On

May 25, 2021, the Planning Board held a public hearing on the request. After the hearing and discussion, the Board voted unanimously to recommend approval of the preliminary subdivision plat to City Council.

There were no questions from the Council at this time.

Bill Peele came forward and presented the following to Council:

Confercity Court Montes

Presentation To Washington City Council; Monday Evening; 6-14-21

My name is Bill Peele. 1 am speaking on behalf of my wife Dale Peele, and myself as representatives for Powell Place.

We are seeking your approval of our slightly revised 17 lot Preliminary Subdivision Plat for Powell Place - Parcel # 5606-506934.

As you know, by a vote of 2-3, our prior Preliminary Subdivision Plat was not approved by you at your May 10 meeting. To preserve our legal rights, our attorney told us that we had to file a lawsuit within 30 days, which we did. At the same time, as a show of our continuing good faith, we also went back through the planning process to, as requested, formally combine lots 8 and 9, more clearly show the requested 1 acre "recreational" area, and to renumber the lots – all to make it even more clear that we have met every requirement in the City's code of ordinances.

Our revised plat again has been approved by the TRC, by all reviewing city staff, by the city planner, and by the city manager. And on May 25th, the Planning Board unanimously voted to approve our revised subdivision map.

In summary, we have done everything that has been asked of us – and more. Tonight, we come before you one last time in good faith. It is not just our private property rights that we have tried to protect, but also our good faith efforts to design a development that is going to be good for the City.

When we decided to go through the planning process again in good faith, we spoke with our attorney and asked him to dismiss the lawsuit we previously had filed as a show of good faith to each of you and to the City. Our voluntary dismissal was filed on May 26, 2021, and copied to Franz Holsher, and to the City Manager, Jonathan Russell with our respectful request that this information be shared with each of you, the city council members.

Now, we are here seeking final approval of our revised Powell Place preliminary subdivision plat as your show of good faith to us in carrying out the subdivision rules, and recognizing that our proposed plat meets all City requirements. We respectfully request that each of you follow your sworn duty to consider what your very capable city staff and Planning Board have presented, and vote to approve. Thank you.



Hon Some 14 2021 IN THE GENERAL COURT OF JUSTICE SUPERIOR COURT DIVISION FILE NO. 21-CVS-VOLUNTARY DISMISSAL WITHOUT PREJUDICE

NCRCP 41(a)(1)

POWELL PROPERTIES EAST, LLC; MARBEN, LCC; DALE POWELL PEELE; and WILLIAM R. PEELE, III, Plaintiffs.

CITY OF WASHINGTON and WASHINGTON CITY COUNCIL,

STATE OF NORTH CAROLINA COUNTY OF BEAUFORT

Defendants.

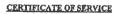
Pursuant to Rule 41(a)(1) of the North Carolina Rules of Civil Procedure; and in light of the positive approval vote and comments rendered yesterday evening by the City of Washington Planning Board, whose Members expressly stated that the City Council has no basis in law or fact to deny approval of Plaintiffs' revised subdivision plat; and in a show of goodwill and good

faith, Plaintiffs now voluntarily dismiss this action, without prejudice. Plaintiffs hope that this show of good will and good faith will not go unnoticed by Defendant City Council when Plaintiffs' revised subdivision plat comes before the City Council, with unanimous support from City Staff and the City's Planning Board, during the Council's June 14, 2021 meeting.

This 26th day of May, 2021.

Clark Wright, Jr. NC State Bar No. 1116 Davis Hartman Wright PLLC 209 Pollock Street New Bern, NC 28560 Ph: 252-514-2828 Fx: 252-514-9878 icw@dhwlegal.com Attorneys for Plaintiffs

DAVIS HARTMAN WRIGHT PLLC Attorneys at Law 189 Pollock Street New Bern, NC 18560



The undersigned certifies that a copy of Plaintiffs' Voluntary Dismissal, WITHOUT' Prejudice has been served on the persona listed below by electronic mail and depositing a copy in the United States Mail, postage prepaid, addressed as follows:

Franz F. Holscher, Esq. Rodman, Holscher, Peck & Edwards, P.A. 320 North Market Street Washington, NC 27889 filearhoe.net Attorneys for Defendants

This 26th day of May, 2021

. Clark Wright, Jr. N.C. Bar No. 11163 DAVIS HARTMAN WRIGHT PLLC 209 Pollock Street New Bern, NC 28560

Telephone: (252) 514-2828 Facsimile: (252) 514-9878 Email: icw@dhwlegal.com Attorneys for Plaintiffs

Alice Phillips came forward and noted the neighbors remain opposed to the proposed development.

The following motion was made by Councilmember Finnerty: I move that City Council accept the recommendation of the Planning Board and approve the request for the revised 17 lot preliminary subdivision plat on parcel #5686-50-6934. Motion fails for lack of a second.

A motion was made by Councilmember Renn, seconded by Mayor Pro tem Brooks that upon due consideration of the recommendation of the Planning Board, information submitted by city staff as well as the applicant, input received from the public during this as well as previous City Council meetings, and the City's subdivision ordinance, I move that Council deny the applicant's request for a revised 17 lot preliminary subdivision plat for parcel # 5686-50-6934 (Powell Place) based upon, among other things, the following:

- 1) Non-compliance with applicable specific standards of the City's subdivision ordinance, including but not limited to hose highlight by city staff;
- 2) Inconsistency with the general standards as well as purposes contained in the City's subdivision ordinance, including but not limited to public safety, traffic, density, and welfare issues; and/or
- 3) The detrimental impact this subdivision would have on surrounding landowners, the nearby community, and the character of the existing development in the nearby area.

Motion carried 3-1 with Mayor Pro tem Brooks. Councilmember Rem and Councilmember Pitt voting for the motion and Councilmember Finnerty opposing.

VOTE: Powell Place Revised	YES	NO	
Mayor Pro tem Brooks	x		
Councilmember Finnerty		x	
Councilmember Kane	Absent	Absent	
Councilmember Pitt	X		
Councilmember Renn	x		

Mayor Sadler joined the meeting at this time.

ADOPT - BUDGET ORDINANCE AMENDMENT FOR SOLID WASTE VEHICLE

BACKGROUND AND FINDINGS: This Budget Ordinance covers the expenses for the additional maintenance of vehicles/equipment because of equipment failures on aged equipment, for the remainder of the current fiscal year. This maintenance was due to repair of existing equipment prior to receiving new equipment. (Account: 038-4710-1700 & 038-4710-7401). This Budget Ordinance also covers expenses for installment purchase of equipment, tax & tags of equipment purchased this year.

By motion of Councilmember Finnerty, seconded by Mayor Pro tem Brooks, Council adopted the Budget Amendment Ordinance in the amount of \$58,200.00.

VOTE:	YES	NO	
Mayor Pro tem Brooks	X		
Councilmember Finnerty	X		
Councilmember Kane	Absent	Absent	
Councilmember Pitt	X		
Councilmember Renn	X		

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2020-2021

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

<u>Section 1.</u> That the following accounts of the Solid Waste Fund revenue budget be increased or decreased by the respective amounts indicated:

038-3991-9910

Fund Balance Appropriated

\$ 58,200

Section 2. That the following accounts of the Solid Waste Fund appropriations budget be increased or decreased by the respective amounts indicated to fund the repair of solid waste vehicles prior to replacement and additional vehicle purchase cost:

038-4710-1700

Maint/Repair Vehicles

\$ 40,000

038-4710-7401

Installment Purchases

18,200

Total

\$ 58,200

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 14th day of June, 2021.

MAYOR

ATTEST:

CITY CLERK

Seal CAROLINA

ADOPT – RESOLUTION OF INTENT TO CONSIDER AN ORDINANCE AMENDING THE CHARTER FOR THE CITY OF WASHINGTON TO CHANGE THE LENGTH OF TERMS FOR THE MEMBERS OF CITY COUNCIL FROM TWO YEARS TO FOUR YEARS AND SETTING THE DATE FOR A PUBLIC HEARING (item removed)

NEW BUSINESS:

<u>APPROVE</u> – REMAINING 80 HOURS OF REQUIRED PAID EPSL UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT BE ALLOWED TO ROLL TO REGULAR SICK TIME

BACKGROUND AND FINDINGS: Diane Juffras at the UNC School of Government wrote an article regarding the American Rescue Plan Act and the ability of local government employers to now take a credit against social security and Medicare tax payments if they voluntarily extend emergency paid sick leave (EPSL) and emergency family medical leave (EFMLA) through September 30, 2021. If a local government decides to voluntarily extend these provisions and take the tax credits, it must provide an additional 80 hours of paid EPSL beginning April 1, 2021 and the first 10 days of EFMLA leave under this extension must now be paid time. The Families First Coronavirus Response Act enacted in March 2020 required employers to provide 80 hours of EPSL and allowed an expansion of the jobprotection benefits under the Family Medical Leave Act to include COVID-related use. City of Washington complied with the requirements under this Act. As of this writing all City employees have been given the opportunity to receive a COVID vascination. Based on the original EPSL and EFMLA provisions, the provision by the City to allow for additional COVID related leave and the opportunity for all employees to receive the COVID vaccination, it is recommended that the Council not voluntarily extend EPSL and EFMLA as allowed under the American Rescue Plan Act. It is further recommended that employees with any hours remaining from the 80 hours of required paid EPSL under the Families First Coronavirus Response Act be allowed to roll that time to regular sick leave.

By motion of Councilmember Pitt, seconded by Mayor Pro tem Brooks, Council voted not to voluntarily extend EPSL and EFMLA as allowed under the American Rescue Plan Act and further voted that employees with any hours remaining from the 80 hours of required paid EPSL under the Families First Coronavirus Response Act be allowed to roll that time to regular sick leave.

VOTE: 80 hours	YES	NO	
Mayor Pro tem Brooks	X		
Councilmember Finnerty	X		
Councilmember Kane	Absent	Absent	
Councilmember Pitt	X		
Councilmember Renn	X		

<u>ADOPT</u> – GRANT PROJECT ORDINANCE FOR THE AMERICAN RESCUE PLAN (ARP) DISTRIBUTION

BACKGROUND AND FINDINGS: The initial estimate for the City of Washington is \$2,780,000. One-half, \$1,390,000, distributed by June 15, 2021 and the remainder by June 15, 2022. Funds are to be utilized within federally authorized guidelines by December 2024. The Mid-East Commission will be managing this grant for the City.

By motion of Councilmember Renn, seconded by Councilmember Finnerty, Council adopted a Grant Project Ordinance for the American Rescue Plan (ARP) distribution.

VOTE: ARP funds	YES	NO	
Mayor Pro tem Brooks	X		
Councilmember Finnerty	x		
Councilmember Kane	Absent	Absent	
Councilmember Pitt	X		
Councilmember Renn	X		

A GRANT PROJECT ORDINANCE FOR American Rescue Plan (ARP) CITY OF WASHINGTON, N.C. FOR FISCAL YEAR 2020-2021

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

Section 1. The project authorized is for the American Rescue Plan fund \$2,780,000 distribution..

 $\underline{Section~2.} \qquad \text{The officers of this unit are hereby directed to proceed with the project within the terms of the grant agreements.}$

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

122-4954-7411 General Fund Projects

\$2,780,000

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

122-3358-0526

American Rescue Plan

Funds

\$2,780,000

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.

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

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

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

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

This the 14th day of June, 2021.

Attest:

ants Box



<u>ADOPT</u> – NCGS REQUIRED AMENDMENT CHANGING THE TERM HISTORIC PRESERVATION GUIDELINES TO HISTORIC PRESERVATION DESIGN STANDARDS

BACKGROUND AND FINDINGS: The North Carolina General Assembly approved changes to the North Carolina General Statues governing City and County Authorities. Based on these changes the City of Washington HPC Design Guidelines must be amended to reflect these changes by July 1, 2021 in-order to remain in effect. The required amendment is to change the term Design Guidelines to Design Standards in the title and all references of such in the body of the document.

By motion of Councilmember Finnerty, seconded by Mayor Pro tem Brooks, Council adopted the NCGS required amendment to the HPC Design Guidelines, changing the Term Design Guidelines to Design Standards in the title and all references of such in the body of the document.

VOTE: HPC Standards	YES	NO	
Mayor Pro tem Brooks	X		
Councilmember Finnerty	x		
Councilmember Kane	Absent	Absent	
Councilmember Pitt	X		
Councilmember Renn	X		

<u>AWARD</u> – VEGETATION MANAGEMENT CONTRACT BACKGROUND AND FINDINGS:

BACKGROUND AND FINDINGS: Lucas Tree Expert has performed this work the past four years after being awarded the competitive bid. The proposed contract is for two years, FY 2022 and FY 2023, and includes a 1.5% increase per year. Staff is pleased with the level of service provided.

By motion of Councilmember Finnerty, seconded by Councilmember Renn, Council awarded the Vegetation Management Work contract to Lucas Tree Experts and authorized Macon Respess to execute.

VOTE: Vegetation Mgmt.	YES	NO	
Mayor Pro tem Brooks	x		
Councilmember Finnerty	X		
Councilmember Kane	Absent	Absent	
Councilmember Pitt	X		
Councilmember Renn	X		

DISCUSSION – UTILITIES DEPOSIT, POLICY REVIEW

Jonathan Russell discussed the Utilities Deposit Policy with Council. Currently, if a customer is late with 3 payments in a 36 month period they are assessed a deposit. We will review policies from surrounding municipalities and follow back up with Council at a future meeting.

DISCUSSION - PURCHASING POLICY REVIEW

Jonathan Russell discussed the Purchasing Policy with Council and discussed the need for a more detailed women/minority list. This list will be reviewed and updated on a semiannual basis and we will continue to review and expand our purchasing policy.

DISCUSSION - NOISE ORDINANCE & AMPLIFICATION PERMIT FEE REVIEW

Jonathan Russell reviewed the current amplification permit fee and noise ordinance with Council. Staff will review policies from neighboring municipalities and bring back an update in July.

<u>ADOPT</u> - RESOLUTION OF SUPPORT FOR WILLAM G. POMEROY FOUNDATION FOR A GRANT

By motion of Councilmember Renn, seconded by Mayor Pro tem Brooks, Council adopted a resolution of support for the William G. Romeroy Foundation in order to allow the City to apply for a History Grant to obtain signage/markers similar to the Hull Anderson sign (Washington Folklore Trail project).

City of Washington, North Carolina Resolution of Support by Governing Body of Applicant for the William G. Pomeroy Foundation History Grant

WHEREAS,	The <u>City of Washington</u> has a need for activities that may increase visits and sightseeing across the community, and
WHEREAS,	The <u>City of Washington</u> is eligible for the William G. Pomeroy History Grant program to install markers for the Washington Folklore Trail project, which constitute a marked tour for folk tales and historic landmarks, and
WHEREAS,	The <u>City of Washington</u> intends to submit an application through the <u>History Grant</u> program in support of this historic marker project,

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, NORTH CAROLINA:

That the <u>City of Washington</u> adopts the Washington Folklore Trail Project described above

That the <u>City of Washington</u> is hereby authorized to file an application on behalf of the George H. and Laura E. Brown Library for the William G. Pomeroy History Grant program and to execute the project upon application approval.

That the <u>City of Washington</u> will provide for efficient operation and maintenance of the project on completion of markers installation.

That the <u>City of Washington</u> has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project.

Adopted this 14th day of June 2021 in Washington, North Carolina.



Donald R. Sadler, Mayor

ATTEST

Cynthia Bennett, City Clerk

APPOINTMENTS CONTINUED – Planning Board – (William Pitt – Liaison)

By motion of Councilmember Pitt, seconded Mayor Pro tem Brooks, Council appointed Gary Phillips to the Planning Board, to fill the expiring term of Dot Moate, term to expire June 30, 2024.

Enlarged Planning Board- (William Pitt – Liaison)

By motion of Councilmember Pitt, seconded by Mayor Pro tem Brooks, Council re-appointed J. Herbert Schmitt to the Enlarged Planning Board, term to expire June 30, 2024.

Waterfront Docks Advisory Committee - (Donald Sadler - Liaison)

By motion of Mayor Pro tem Brooks, seconded by Councilmember Finnerty, Council appointed Marion Ore-Booth to the Waterfront Docks Advisory Committee to fill the expiring term of Michael Coley (inside), term to expire June 30, 2024.

Washington Housing Authority - (Donald Sadler - Liaison)

Mayor Sadler re-appointed Tom Payne to the Washington Housing Authority, term to expire June 30, 2026.

ANY OTHER ITEMS FROM CITY MANAGER: None

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

Councilmember Pitt discussed email communication.

CLOSED SESSION: None

ADJOURN:

By motion of Councilmember Renn, seconded by Mayor Pro tem Brooks, Council adjourned the meeting at 6:50pm until July 12, 2021 at 5:30pm in the City Council Chambers.

(subject to approval of City Council)

s/Cynthia S. Bennett, MMC City Clerk

North Carolina Community College Spstem State of North Carolina



COMPLETION OF APPRENTICESHIP CERTIFICATE AWARDED TO

Klint D Price

In recognition of successful completion of the terms of apprenticeship in accordance With the law and standards of the State of North Carolina in the trade of

Powerline Technician

On this day, March 5, 2021, under the sponsorship of

City of Washington (EC)

ApprenticeshinNC Director

Spansar

NC Community College System, President

Agenda Date: 7-12-21



To: Mayor Sadler & Members of the City Council From: Kristi Roberson, Parks & Recreation Director

Date: July 2, 2021

Subject: Public Beach & Coastal Waterfront Access Funds 2020-2021 Grant –

Washington Wetlands Boardwalk Reconstruction Phase II

Applicant Presentation: N/A

Staff Presentation: Kristi Roberson

RECOMMENDATION:

I move City Council authorize the Recreation Director to apply for the Public Beach & Coastal Waterfront Access Funds Grant in the amount of \$350,000.00 for the Washington Wetlands Boardwalk Reconstruction Phase II to complete the West end of the Washington Wetlands Boardwalk.

BACKGROUND AND FINDINGS:

Phase I - funded in the 2019-2020 budget.

The total cost of the project is estimated to be \$608,500.00. The grant requires a 10% match; at least half of the local contribution must be a cash match. The 2021-2022 budget includes the matching grant funds, plus additional funding, totaling \$250,000.00.

The City was approved in the pre-application phase and invited to apply for 2020-2021 funding.

Funding decisions will be made in October and anticipate contracts executed in January 2022.

PREVIOUS LEGISLATIVE ACTION

Phase I awarded in 2019-2020.

FISCAL IMPACT

<u>x</u> Currently Budgeted (Account 10-40-6130-7400)	Requires additional appropriation	No Fiscal
Impact		

SUPPORTING DOCUMENTS

Agenda Date: July 12, 2021



REQUEST FOR CITY COUNCIL ACTION

To: Mayor Sadler & Members of City Council

From: Jonathan Russell, City Manager

Date: July 12, 2021

Subject: RAISE Discretionary Grants Application for Sidewalk Project

Staff Presentation: Adam Waters, Public Works Director

RECOMMENDATION:

I move that City Council authorize the Public Works Director to submit an application for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) discretionary grants.

BACKGROUND AND FINDINGS:

A Comprehensive Pedestrian Plan and an ADA Transition plan generated by Mid-East Commission for the City of Washington have identified certain City streets in need of sidewalk installation or rehabilitation for ADA compliance. City Staff are pursuing the RAISE grant opportunity through US DOT to request \$1,000,000 in grant funding with a 20% match requirement of \$200,000.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT			
Currently Budgeted (Account	_) <u>X</u>	Requires additional appropriation	No Fiscal Impact
SUPPORTING DOCUMENTS Pre-Application Form			

CITY OF WASHINGTON GRANT REVIEW

FINANCE APPROVAL:	Pre-Applicat	ion Phase	Review Date:
Signature & Date	TTO TEPPINOUS		☐ Funded ☐ Not Funded
Funding Agency Grant Title/Na	me: USDOT F	RAISE Pre-	Application #
Application Due Date: 7/12/		osed Award Date:	
Project Name: (Local) 5:		lect	
Brief Description of Proposed G			alone City
Streets identif			
install ADA comp			
Funding Source(s): 4.5		3	
Amount Requested: \$1,000		Match Required:	200,000
Future Funding Requirements/S			
3 1	rease/Decrease) \$		
Proposed Expenditure Budget (I	Distribution of the Funds I	Requested)	
	Total Amount	Expenditure Description	Total Amount
Responsible Department: Pu Contact Name: Adam Wo	blic Works Con	ntact Number: 252-	975-9332
REVIEW CHECK			
Public Works:Initials	Date		
Comments:			
Electric:Initials	Date		
Comments:			_
, , , , , , , , , , , , , , , , , , ,	Date		
Comments:			
Planning:Initials			
Comments:			
Recreation:Initials	Date		
Comments: Initials			
Comments:			



Synopsis of Brown Library Board of Trustees Meetings 2021

Synopses of Brown Library Board of Trustees April, May, and June 2021 Meetings

The Trustees met virtually in April and May and in-person in June.

Closed Stacks area (CIP) was renovated and Tech Services will be using the area now. The History Room renovation has begun and the elevator is now back in service.

Staff have been working on the Summer Reading Program in collaboration with the Parks and Recreation Department. *Tell-Tail: Staying the Course* will run from June 21 through July 30th. No in-person programs will be held but kits will be distributed every week. Gift cards from Pamlico Books will be given as prizes. The Easter program held in conjunction with the Parks and Recreation was very successful.

Steve Moler and Ray Midgett have been re-appointed to the Board. Leesa Jones is serving as Vice-Chair and Joanna Rieg is serving as Secretary.

Brown Library will be open by appointment starting June 21. Masks are required in the History Room and advised to be worn in other parts of the building. Restrooms are only accessible by key from the Circulation Desk.

Steve Moler, Leesa Jones, Stephen Farrell and Terry Rollins are in discussion concerning the Living History tours/program for Washington NC.

The Trustees have been assigned to certain sections/staff to become more familiar with the workings of the library.

The Trustees visited the new Farmville Library and were very impressed with the new building. City Council members are encouraged to visit the new Farmville Library as well as our own Brown Library.

Although the Library building has been closed to the public, the staff have been very innovative in providing services and programs to the public, including the assembling and distribution of kits. They are to be commended for their diligence, patience and service

during the pandemic.	The Trustees intend to she	ow their appreciation t	o the staff after the
Summer Reading Prog	gram is concluded in July.		

The Library celebrated its 110th birthday this past March.

Respectfully submitted,

Mara Graves, Secretary

Agenda Date: July 12, 2021



To: From: Date: Subject:	Mayor Sadler & Members of the City Council Cynthia S. Bennett, City Clerk July 12, 2021 Appointments to Washington Electric Utilities Advisory Board & Recreation Advisory Committee
Applicant Presentation: Staff Presentation:	N/A N/A
RECOMMENDATION:	
I move that the City C	E <u>Utilities Advisory Board: (Betsy Kane – Liaison)</u> Council appoint to the Washington Electric Utilities Advisory red term of John A. Taylor (Town of Bath), term to expire June 30,
I move that the City C	Committee: (Richard Brooks – Liaison) Council appoint to the Recreation Advisory Committee, of Ben Myers (outside), term to expire June 30, 2024.
BACKGROUND AND FINDING Advertisements were publish and committees. Appointment	GS: ned for vacancies for expiring terms on various boards, commissions, nts will be made at the July 12, 2021 Council meeting.
PREVIOUS LEGISLATIVE AC	<u>CTION</u>
FISCAL IMPACT Currently Budgeted (Account	
SUPPORTING DOCUMENTS Board Applications	

Requested Board Washington Utility

CANDIDATES REQUEST FOR APPOINTMENT TO BOARDS, COMMISSIONS, AND/OR AUTHORITY OF THE CITY OF WASHINGTON

NAME JOHN A. TAYLOR
ADDRESS P.O. BOX 253, 440 CRAVEN ST., BATH, N.C. 27808
PHONE (WORK)(HOME) 252~943-9212
E-MAIL ADDRESS jtoylor@ actintlecom
DO YOU LIVE WITHIN THE CORPORATE LIMITS OF WASHINGTON? YES (NO X)
HOW LONG HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY?
YEARS OF EDUCATION SOME COLLEGE
HAVE YOU SERVED ON A BOARD/COMMISSION OF THE CITY? YES () NO ()
IF YES, PLEASE INDICATE
DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF A BOARD/COMMISSION? IF YES, EXPLAIN
STATE REASONS WHY YOU FEEL QUALIFIED FOR THIS APPOINTMENT (s) (OPTIONAL): Use back of sheet if additional space is needed.
33 YEAR EOWN COMMISSIONER TOWN OF BATH
This is my 3 RD APPOINTMENT TO UTILITIES BOARD
This is my 3RD APPOINTMENT TO UTILITIES BOARD
NOTE: This information will be used by the City Council in making appointments to Boards and Commissions
AND, in the event you are appointed, it may be used as a news release to identify you to the community.
Date John Andaylor Signature

NOTE: Application will remain on file for six (6) months. Explication 20ate:
Page 37 of 78

Requested Board REC Advisory Committee

CANDIDATES REQUEST FOR APPOINTMENT TO BOARDS, COMMISSIONS, AND/OR AUTHORITY OF THE CITY OF WASHINGTON

NAME Benjamin Pollard Myers
ADDRESS 205 Inda Way, Washington, NC 27889
PHONE (WORK) 252-495-3677(HOME)
E-MAIL ADDRESS Ben@Benmyers.realtor
DO YOU LIVE WITHIN THE CORPORATE LIMITS OF WASHINGTON? YES (X) NO () HOW LONG
HAVE YOU BEEN A RESIDENT OF BEAUFORT COUNTY? 5_YEARS
YEARS OF EDUCATION 3 years
HAVE YOU SERVED ON A BOARD/COMMISSION OF THE CITY? YES (x) NO () IF YES, PLEASE
INDICATE Currently Serving on Rec Advisory Committee. Wish to continue serving
DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF A BOARD/COMMISSION? IF YES, EXPLAIN
STATE REASONS WHY YOU FEEL QUALIFIED FOR THIS APPOINTMENT (s) (OPTIONAL): Use back of
sheet if additional space is needed.
I have served for the last several years and enjoyed being involved in the community and positive changes made by Parl
& Rec. I would like to continue to serve in this capacity.
NOTE: This information will be used by the City Council in making appointments to Boards and Commissions
AND, in the event you are appointed, it may be used as a news release to identify you to the community.
Ban Myers 6-20-2 Date Signature
NOTE: Application will remain on file for six (6) months. Expiration Date:



To: From: Date: Subject: Applicant Presentation: Staff Presentation:	Mayor Sadler & Members of the City Council Matt Rauschenbach, CFO/Assistant City Manager/Interim Electric July 3, 2021 Adopt ARPA Funding Resolution N/A N/A
RECOMMENDATION:	
I move that City Council add	opt the American Rescue Plan Act (ARPA) Funding Resolution.
BACKGROUND AND FIN	NDINGS:
UNC School of Government	recommends the resolution adoption.
PREVIOUS LEGISLATIVE	ACTION
FISCAL IMPACT	
X Currently Budgeted (Acc	count No Fiscal Impact
SUPPORTING DOCUMENT	<u>rs</u>
Resolution	

City of Washington Resolution for Accepting American Rescue Plan Act funds

WHEREAS, the City of Washington is eligible for funding from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF).

WHEREAS, the North Carolina General Assembly will provide for the distribution of funds to eligible North Carolina municipalities; and

WHEREAS, before receiving a payment, the City Council is required to formally accept the CSLRF funds;

WHEREAS, revenue received under the CSLRF must only be spent for purposes authorized by the CSLRF, and applicable regulations, and by state law;

WHEREAS, revenue received under the CSLRF must be accounted for in a separate fund and not comingled with other revenue for accounting purposes; and

WHEREAS, the City of Washington must comply with all applicable budgeting, accounting, contracting, reporting, and other compliance requirements for CSLRF funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Washington that we do hereby accept and request CSLRF funding to be distributed by the State of North Carolina; and

FURTHER RESOLVED that the City of Washington affirms that the CSLRF revenue will only be used for the purposes prescribed in the CSLRF, and in US Treasury guidance in 31 CFR, Part 35, and any applicable regulations, and in accordance with state law; and

FUTHER RESOLVED that the City of Washington will comply with procedures created by the North Carolina General Assembly and the US Treasury Department to receive funds under the act; and

FURTHER RESOLVED that the City of Washington will account for CSLRF in a separate fund and not co-mingle it with other revenues for accounting purposes and will comply with all applicable federal and state budgeting, accounting, contracting, reporting, and other compliance requirements for CSLRF funds; and

FURTHER RESOLVED that the City Council of the City of Washington designates and directs the CFO to take all actions necessary on behalf of the city council to receive the CSLRF funds.

	MAYOR	
ATTEST:		
CITY CLERK		

ADOPTED, this the 12th day of July, 2021.



To:

Mayor Sadler & Members of the City Council

From:

Matt Rauschenbach, CFO/Assistant City Manager/Interim Electric

Date:

July 3, 2021

Subject:

Award Smallwood Phase 2 & 3 Bid

Applicant Presentation:

N/A

Staff Presentation:

N/A

RECOMMENDATION:

I move that City Council award the primary cable replacement phase 2 & 3 construction labor contract to River City.

BACKGROUND AND FINDINGS:

Five bids were received for the above referenced project. The City is providing the material for this project. This project was budgeted for \$1,000,000 in FY 2021. The construction labor plus material for the project total \$1,190,000 and a budget amendment for the additional \$190,000 is necessary. The \$1,000,000 from FY 2021 will be included in the prior year project carry forward appropriation presented to Council in August.

PREVIOUS LEGISLATIVE ACTION

Budget Ordinance Amendment

FISCAL IMPACT	
Currently Budgeted (Account) _X	_ Requires additional appropriation No Fiscal Impact
SUPPORTING DOCUMENTS	
Bid Tab	

City of Washington

Smallwood Subdivision Primary Cable Replacement Phases 2 & 3 Bid Tabulation

Bid Date: June 24, 2021 2:00 pm

BIDDER	DSI	Southeastern	Mastec	C-Phase	River City	Lee	CP&S
Bid Bond (yes/no)	Yes	NO BID	Yes	Yes	Yes	Yes	NO BID
Base Bid	600,000.00	NO BID	838,475.56	647,640.00	544,223.00	605,000.00	NO BID
Adder (ground rods)	15.75	NO BID	25.00	75.00	18.00	50.00	NO BID
Completion	250	NO BID	340	210	210	150	NO BID

This bid tabulation is a record of the bid opening as read on the bid date and should not be taken as a recommendation of any kind. A recommendation will be made to the Owner approval based upon the engineer's evaluation taking into account total cost of ownership, delivery, exceptions etc.

July 12, 2021 Page 42 of 78

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2021-2022

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

Section 1. That the following accounts of the Electric Fund revenue budget be increased or decreased by the respective amounts indicated:				
035-3991-9910	Fund Balance Appropriated	\$	190,000	
	t the following accounts of the Electri decreased by the respective amounts			
035-8390-7400	Capital Outlay	\$	190,000	
Section 3. All repealed.	ordinances or parts of ordinances in co	onflict her	ewith are hereby	
Section 4. This	s ordinance shall become effective upo	on its adop	otion.	
Adopted this the 12th of	day of July, 2021.			
	MAYO	R		
ATTEST:				
CITY CLERK				



To: From: Date: Subject: Applicant Presentation: Staff Presentation:	Mayor Sadler & Members of the City Council Matt Rauschenbach, CFO/Assistant City Manager/Interim Electric July 4, 2021 Adopt CDBG-NR Kelly Children's Home Grant Project Ordinance N/A N/A
RECOMMENDATION:	
I move that City Council add	opt the CDBG-NR Kelly Children's Home Grant Project Ordinance.
BACKGROUND AND FIN	IDINGS:
•	me will serve as a temporary home for foster children in the . The proposed funding will rehabilitate the existing building located at
PREVIOUS LEGISLATIVE	ACTION
FISCAL IMPACT	
Currently Budgeted (Accord	untNo Fiscal Impact
SUPPORTING DOCUMENT	<u>:S</u>

Grant Project Ordinance

A GRANT PROJECT ORDINANCE FOR CDBG-NR Kelly Children's Home- Sunrise PROJECT # 19-C-3143 CITY OF WASHINGTON, N.C. FOR FISCAL YEAR 2021-2022

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

- Section 1. The project authorized is for the NC DOC, CDBG-Neighborhood Revitalization grant for the Kelly Children's Home.
- Section 2. The officers of this unit are hereby directed to proceed with the project within the terms of the grant agreements.

<u>Section 3.</u> The following amounts are appropriated for the project:

123-4955-4502	Construction	\$675,000
123-4955-0401	Administration	<u>75,000</u>
	Total	\$750,000

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

123-3362-0521 CDBG Funds \$750,000

- 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.

Clerk, this pro	•		rdinance shall be furnished to the City Director for direction in carrying out
hereby	Section 10. repealed.	All ordinances or parts of ord	inances in conflict herewith are
	Section 11.	This ordinance shall become	effective upon its adoption.
	This the 12 th d	ay of July, 2021.	
			Mayor
Attest:			
City Cl	lerk		

Agenda Date: 7-12-21



To: Mayor Sadler & Members of the City Council

From: Stacy Drakeford, Director of Police and Fire Services

Date: July 6, 2021

Subject: Amplification Permit Fees

Applicant Presentation: N/A

Staff Presentation: Stacy Drakeford

RECOMMENDATION:

I move City Council waive the \$50 amplification permit fee for any permittee within the City of Washington.

BACKGROUND AND FINDINGS:

Due to several concerns from business owners about the price of the amplification permit fee. Based on their concerns it would be fair and equitable to waive the fee for all permittees. Revenue loss will be approximately \$3,500.00 based on event numbers from 2019.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT

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

It will affect Revenue Code: 010-3350-8901

SUPPORTING DOCUMENTS

N/A



To:

Mayor Sadler & Members of the City Council

From:

Amanda Wells, Human Resources Director

Date:

June 10, 2021

Subject:

Approve Groundsman Position

Applicant Presentation:

N/A

Staff Presentation:

Job Description

Amanda Wells

RECOMMENDATION:

I move that City Council approve the addition of a Groundsman position, salary grade 15, for the electric department.

BACKGROUND AND FINDINGS:

The position will allow entry level hiring into the journeyman career of the transmission and distribution department and better distinguish the qualifications for the 3rd class lineman position. This position would be filled using an already budgeted FTE in the department.

PREVIOUS LEGISLATIVE ACTION

TISCAL IMPACT			
Currently Budgeted (Account)	Requires additional appropriation	_x_ No Fiscal Impact
IIPPORTING DOCUMENTS			



Job Description

Title:	Electric Line Groundman			
Department:	Electric Department FLSA Status: Non-Exempt			
Pay Grade:	15	Created Date:	July 1, 2021	
Last Revision Date	June 4, 2021	Revised By:	M. Respess	
HR Reviewed:	A. Wells	Approved Date:		

Summary

Perform laborer and assistance work in the installation, maintenance of repair of electrical distribution, transmission and underground systems serving the City of Washington. The function of this position is to serve as a training role to allow the employee to become proficient in handling duties independently and work towards becoming an Electric Line Worker 3rd Class within 12 months.

Essential Duties and Responsibilities

NOTE: This job description is not intended to be all-inclusive. Employees may perform other related duties as needed to meet the needs of the organization.

- Assists electrical line technicians in the installation, maintenance and repair of the City's electrical distribution and transmission systems.
- Assists in the installation and maintenance of streetlights, floodlights and associated equipment in public areas; assists in the installation of underground lines and associated equipment.
- Assists in troubleshooting work to locate sources causing power failure; assists in making repairs and restoration of electrical service.
- Assembles cross arms and makes up transformers.
- Assists in the maintenance, inspection, testing, repair and operation all transformers and other electrical equipment if working at substation.
- May operates digger derrick, backhoe and other construction equipment; operates special purpose line trucks and attached equipment; checks equipment daily to ensure they are operational and equipped to provide service.
- Keeps trucks stocked with supplies and orderly.
- Assists with relocating other utilities such as cable, telephone, and fiber optic lines when setting new poles for the City.
- Participates in clearing right-of-way by cutting/trimming trees and tree limbs; operates machine to grind limbs.
- Performs other duties as assigned.

Required Education and/or Experience

High school diploma or general education degree (GED). No experience required.

Special Requirements

- Ability to obtain N.C. CDL-A driver's license and acceptable driving record within 12 months of hire date
- Ability to climb a pole by the end of the probationary period (12 months of hire)

Knowledge, Skills and Abilities

- Some knowledge of electrical utility work, equipment and materials; use and care of tools, equipment and supplies used; hazards and safety precautions.
- Ability to follow oral and written instructions.
- Ability to perform tasks safely, quickly and accurately.
- Ability to deal tactfully with the public.
- Ability to climb poles and work off climbing hooks.
- Ability to work in uncomfortable positions and under varying weather conditions.
- Ability to operate a line truck and bucket truck.
- Ability to establish and maintain effective working relationships with associates.

Physical Requirements

This is heavy work requiring exerting up to 100 pounds of force occasionally (up to 33% of the time) maximum pulling force of 90 lbs. occasionally and 70lbs maximum pushing force occasionally, up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to lift and move objects; the physical requirements include climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling and repetitive motion. Vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, operation of machines, determining the accuracy and thoroughness of work and observing general surroundings and activities.

Working Conditions

Work is performed primarily in an outdoor environment with constant exposure to varying weather conditions, high and low temperatures, electrical hazards, confined spaces, dirt, dust and fumes, and around hazardous machinery. Ability to be on-call and work overtime (including weekends and holidays) required to meet operational needs as required by the City and travel to various locations as required. Required to work during inclement weather.

Disclaimer

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The City of Washington reserves the right to assign or otherwise modify the duties assigned to this classification.

I certify that I have read the physical requirement the necessary duties as indicated.	nts as set forth above and am physically able to perform
I have received, reviewed and understand that I a essential functions described therein, under any	am responsible for the satisfactory execution of the and all conditions as described.
Employee Signature:	Date:



To: From: Date: Subject: Applicant Presentation: Staff Presentation:	Mayor Sadler & Members of the City Council Jonathan Russell, City Manager July 4, 2021 Adopt Grant Assistant Budget Ordinance Amendment N/A N/A
RECOMMENDATION:	
I move that City Council add	opt a Budget Ordinance Amendment for the grant assistant position.
2	
BACKGROUND AND FIN	NDINGS:
Government Lead for North	n place for the prior two years in conjunction with the UNC School of Carolina fellowship program. The program ends July 31, 2021 and we on through the balance of fiscal year 2022.
PREVIOUS LEGISLATIVE	ACTION
FISCAL IMPACT — Currently Budgeted (Acco	unt)_X Requires additional appropriation No Fiscal Impact
SUPPORTING DOCUMENT	<u>rs</u>
Budget Ordinance Amendme	ent

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2021-2022

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

Section 1. That the following accounts of the General Fund revenue budget be increased or decreased by the respective amounts indicated:									
010-3991-9910	Fund Balance Appropriated	\$	49,872						
Section 2. That the fo be increased or decreased by to position:	llowing accounts of the General Further respective amounts indicated for	nd app	propriations budget grant intern						
010-4120-0200 010-4120-0501 010-4120-0600 010-4120-0700 010-4120-0701	Salaries FICA-Intern Insurance Retirement 401-k Total	\$	32,968 2,522 9,300 3,732 1,350 49,872						
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 12th day of .	July, 2021.								
-	MAYOR								
ATTEST:									
CITY CLERK									



To: From:	Mayor Sadler & Members of the City Council Matt Rauschenbach, CFO/Assistant City Manager/Interim Electric
Date:	July 4, 2021
Subject:	Adopt Customer Service/LPA Management Reorganization
Applicant Presentation:	N/A
Staff Presentation:	N/A
RECOMMENDATION:	
•	adopt a Budget Ordinance Amendment to implement the Customer y Management Reorganization.
BACKGROUND AND FIN	DINGS:
Customer Service Representa	age the License Plate Agency through the utilization of cross trained atives to supplement the staffing needs of the License Plate Agency and ion in the License Plate Agency. \$19,320 in salary and benefit savings
PREVIOUS LEGISLATIVE A	<u>ACTION</u>
FISCAL IMPACT	
Currently Budgeted (Accou	ntN _X Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

Budget Ordinance Amendment Customer Service/LPA Management Reorg Summary LPA Agency Net Income

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2021-2022

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

<u>Section 1.</u> That the following accounts of the General Fund appropriations budget be increased or decreased by the respective amounts indicated to implement the Customer Service/LPA Management reorganization:

010-4135-0200	Salaries	\$ 17,905
010-4135-0500	FICA Taxes	1,370
010-4135-0700	Retirement	2,027
010-4134-0200	Salaries	4,262
010-4134-0500	FICA Taxes	327
010-4134-0700	Retirement	483
010-4136-0200	Salaries	(22,167)
010-4136-0500	FICA Taxes	(1,697)
010-4136-0700	Retirement	(2,510)
	Total	\$ 0

<u>Section 2.</u> All ordinances or parts of ordinances in conflict herewith are hereby repealed.

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

Adopted this the 12th day of July, 2021.

	MAYOR	
ATTEST:		
CITY CLERK		

Position	Current Grade	Recommended Grade
Senior Utility Billing Systems Operator	15	16
Senior Customer Service Rep	14	16
Senior LPA Specialist	16	16
Utility Billing/CSR	14	15
Utilities/LPA Specialist		15
LPA Clerk	14	14
CSR	13	14

Cross trained reclasses

Total Expenditures

Revenue:

	DMV	Notary	
February	8,723.48	1,663.00	
March	15,692.82	2,232.00	
April	15,191.79	1,398.00	
May	12,484.54	1,177.00	
YTD	52,092.63	6,470.00	
Average	14,456.38	1,602.33	16,059
Annualize		192,705	
Expenditur	es:		
Expenditure	2	192,007	
Position red	duction		-45,692

26,372

172,687



To: From: Date: Subject: Applicant Presentation: Staff Presentation:	Mayor Sadler & Members of the City Council Matt Rauschenbach, CFO/Assistant City Manager/Interim Electric July 3, 2021 Adopt EMS Fees N/A N/A
RECOMMENDATION:	
I move that City Council ado	pt the updated EMS fee Schedule.
BACKGROUND AND FIN	DINGS:
Consultants completed a revalous the Medicare Fee Sch	I update of the EMS fee schedule was 2013. EMS Management iew of the fees we charge and recommends the adoption of rates 200% edule. This is consistent with the majority of the clients they serve and creasing EMS operational costs.
PREVIOUS LEGISLATIVE	ACTION
FISCAL IMPACT	
X Currently Budgeted (Acc	ount No Fiscal Impact
SUPPORTING DOCUMENT	<u>S</u>

2021 Medicare Fee Analysis

City of Washington EMS

2021 Medicare Fee Analysis

Level Of Service	1 Medicare Schedule - Rural	Cı	ırrent Rates	ggested Rate 50% Above MFS)	Suggested Rate (200% Above MFS)	
Resident ALS E A0427	\$ 431.96	\$	550.00	\$ 647.94	\$ 863.92	
Non-Resident ALS E A0427	\$ 431.96	\$	650.00	\$ 647.94	\$ 863.92	
ALS TNT A0998	N/A	\$	350.00	N/A	N/A	
Resident BLS E A0429	\$ 363.75	\$	450.00	\$ 545.63	\$ 727.50	
Non-Resident BLS E A0429	\$ 363.75	\$	555.00	\$ 545.63	\$ 727.50	
BLS TNT A0998	N/A	\$	250.00	N/A	N/A	
ALS 2 A0433	\$ 625.20	\$	755.39	\$ 937.80	\$ 1,250.40	
Mileage A0425	\$ 11.55	\$	14.00	\$ 17.33	\$ 23.10	

Prepared by: EMS Management & Consultants, Inc.

Agenda Date: 7-12-21



To:

Mayor Sadler & Members of the City Council Kristi Roberson, Parks & Recreation Director

From: Date:

July 2, 2021

Subject:

New Lockers Fees at Moore Aquatic and Fitness Center

Applicant Presentation:

N/A

Staff Presentation:

Kristi Roberson

RECOMMENDATION:

I move City Council accept the new fee scale for the new lockers installed at the Moore Aquatic & Fitness Center.

BACKGROUND AND FINDINGS:

Old locker fees only allowed members to rent on a monthly basis. New fee scale will match up with monthly, quarterly or annual memberships.

Members can still choose to rent on a monthly basis

The new lockers have 3 sizes for members to choose from.

PREVIOUS LEGISLATIVE ACTION

These fees have not changed since the Aquatic Center opened

FISCAL IMPACT

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

SUPPORTING DOCUMENTS

Miscellaneous Fees – Recreation (current) New Proposed Locker Fees – FY 21/22

Miscellaneous Fees – Recreation

Definition/Comments - Miscellaneous services at the Aquatic Center and Events and Facilities as detailed below

Fees Charged - Aquatic Center

Adult	Laj	S S	wim					\$5	per v	/isit
Open ?	Pod	ol F	ee					\$5]	per v	/isit
~	_		*	N T	3.6	1		400		

Group Swim Lessons Non-Member \$35 Group Swim Lessons – Members \$30

Group Facility Rental for Non-Members \$50 per rental (2 hr. rental)
Group Facility Rental - Members \$35 per rental (2 hr. rental)
Facility Rental extra people in pool \$2/child after attendance

reaches 10 kids

20 children - \$10 for extra

lifeguard

\$10 for additional guards for each additional 10 children

Fitness Day Pass \$5 per day
Water Aerobics – Non-Member \$5 per visit
Yoga – Non-Member \$5 per visit

Locker Fees \$5 per month for small

\$10 per month for large

Classroom Rental \$10 per hour
Lap Lane Rental \$10 per hour
Lifeguard course \$150 per person
Punch Cards \$50/10 visits

Revenue Code - 010-3613-0058 Aquatic Center User Fees

010-3613-4135 Aquatic Center Rentals

Activity Fee-Events & Facilities

Pickleball Punch Cards

\$20/10 visits

Revenue Code - 010-3613-0025

Proposed Fees

Miscellaneous Fees – Recreation

Monthly

Small: \$4

Medium: \$6

Large: \$8

Quarterly

Small: \$10

Medium: \$15

Large: \$20

<u>Annual</u>

Small: \$35

Medium: \$50

Large: \$65

Revenue Code – 010-3613-4135 Aquatic Center Rentals



REQUEST FOR CITY COUNCIL ACTION

T	o	:		

Mayor Sadler & Members of the City Council

From:

Adan Waters, Public Works Director

Date:

July 12, 2021

Subject:

Adopt Budget Amendment

Applicant Presentation:

N/A

Staff Presentation:

Adam Waters, Public Works Director

RECOMMENDATION:

I move that City Council adopt the Budget Amendment Ordinance in the amount of \$60,000.00.

BACKGROUND AND FINDINGS:

This Budget Ordinance will rectify a discrepancy in the current fiscal year budget. (Account: 030-8100-1600)

PREVIOUS LEGISLATIVE ACTION

N/A

FISCAL IMPACT

_ Currently Budgeted (Account: 030-8100-1600) X Requires additional appropriation No Fiscal Impact

SUPPORTING DOCUMENTS

AN ORDINANCE TO AMEND THE BUDGET ORDINANCE OF THE CITY OF WASHINGTON, N.C. FOR THE FISCAL YEAR 2021-2022

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

	That the following accounts of the Water Fund ased by the respective amounts indicated:	rever	nue budget be
030-3991-9910	Fund Balance Appropriated	\$	60,000
	That the following accounts of the Water Fund creased by the respective amounts indicated for		
030-8100-1600	Maint./Repair Equipment	\$	60,000
Section 3. repealed.	All ordinances or parts of ordinances in conflic	t here	ewith are hereby
Section 4.	This ordinance shall become effective upon its	adop	tion.
Adopted this the 1	2th day of July, 2021.		
	MAYOR		
ATTEST:			
CITY CLERK			



To:

Mayor Sadler & Members of the City Council

From:

Adan Waters, Public Works Director

Date:

July 12, 2021

Subject:

Amend Chapter 28, Section7 - Recycling

Applicant Presentation:

N/A

Staff Presentation:

Adam Waters, Public Works Director

RECOMMENDATION:

I move Council adopt an ordinance to amend Chapter 28, Section 7 – Recycling, by amending the following:

- 1. Section 28-7(a)(1) magazines and catalogs. To read Paper items: newspaper, and inserts.
- 2. Removing Section 28-7(a)(4) Glass: brown, clear and green. Bottles and jars only permitted. No light bulbs, plate glass, or mirrors.

BACKGROUND AND FINDINGS:

Recycling centers are no longer accepting magazines, catalogs, and any type of glass.

Attached is the amended portion of the ordinance for your consideration.

PREVIOUS LEGISLATIVE ACTION

N/A		
FISCAL IMPACT		
Currently Budgeted ()	Requires additional appropriation	No Fiscal Impact

SUPPORTING DOCUMENTS

AN ORDINANCE TO AMEND CHAPTER 28, SECTION 7. Recycling, OF THE WASHINGTON CITY CODE

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

Section 1. That Chapter 28 Section 7 (a) Recycling., be amended to delete the following:

Sec. 28-7. Recycling.

- (a) All residents are encouraged to recycle. Recycling not only conserves valuable natural resources, it reduces solid waste volumes and extends the life of our regional landfill. The following materials may be recycled:
 - (1) Paper items: newspaper, inserts, magazines and catalogs.
 - (2) Aluminum and metal cans: food and beverage containers only; no scrap metal, paint cans, aerosol cans, motor oil or antifreeze cans, aluminum foil, plates or pie tins.
 - (3) Plastic containers: PETE #1 and HDPE #2; items such as soft drink bottles, milk jugs, detergent, bleach and fabric softener bottles, and cooking oil bottles.
 - (4) Glass: brown, clear and green. Bottles and jars only permitted. No light bulbs, plate glass, or mirrors.

Section 2. That Chapter 28, Section 7 (a) Recycling, be amended to add the following:

Sec. 28-7. Recycling.

- (a) All residents are encouraged to recycle. Recycling not only conserves valuable natural resources, it reduces solid waste volumes and extends the life of our regional landfill. The following materials may be recycled:
 - (1) Paper items: newspaper, and inserts.
 - (2) Aluminum and metal cans: food and beverage containers only; no scrap metal, paint cans, aerosol cans, motor oil or antifreeze cans, aluminum foil, plates or pie tins.
 - (3) Plastic containers: PETE #1 and HDPE #2; items such as soft drink bottles, milk jugs, detergent, bleach and fabric softener bottles, and cooking oil bottles.

Section 3. All ordinances in conflict with this ordinance are hereby repealed.

Section 4. This ordinance shall be effective July 12, 2021.

This the 12th day of July 2021.

		Mayor	
ATTEST			
	City Clerk		



To:

Mayor Sadler & Members of the City Council

From:

Matt Rauschenbach, CFO/Assistant City Manager/Interim Electric

Date:

July 3, 2021

Subject:

Adopt Bilateral Metering for Renewable Energy Facilities Rider

Applicant Presentation:

N/A

Staff Presentation:

N/A

RECOMMENDATION:

I move that City Council adopt the Bilateral Metering for Renewable Energy Facilities Rider.

BACKGROUND AND FINDINGS:

Increased renewal energy opportunities are being presented to our customer base and necessitate the implementation of a policy and respective energy rates. The aggregate capacity of customer owned renewable energy is limited to 5% of the City's peak load for the prior calendar year.

PREVIOUS LEGISLATIVE ACTION

FISCAL IMPACT		
Currently Budgeted (Account)	Requires additional appropriation	No Fiscal Impact

SUPPORTING DOCUMENTS

Bilateral Metering for Renewable Energy Facilities Rider Application Procedures PV System Metering Notes Photovoltaic Interface Criteria Application for Interconnecting Certificate of Completion

City of Washington Washington, North Carolina

Bilateral Metering

For

Renewable Energy Facilities Rider

Availability

This Rider is available only to a Customer who operates a solar photovoltaic, wind-powered, or biomass-fueled generating system. The Customer must have electric consumption billed under an appropriate rate. The rated output (ac) capacity of the generating system shall not exceed 10 kilowatts for a residential system. For a non-residential system, the rated output (ac) capacity of the system shall not exceed the lesser of the Customer's annual maximum demand or 94 kilowatts. The generating system that is connected in parallel operation with service from the City and located on Customer's premises must be manufactured, installed and operated in accordance with governmental and industry standards and must fully conform with the City's applicable Renewable Energy Interconnecting Interface Criteria. Metering of the renewable energy produced by the qualified facility must be separate from all premises consumption and installed in accordance with the requirements of the City.

This Rider is available on a first-come, first-serve basis, except that the aggregate capacity of Customerowned renewable energy generators shall not exceed five percent (5%) of City's peak load for the prior calendar year. If a Customer's proposed installation results in exceeding the limit, the Customer will be notified that service under this Rider will not be allowed.

Type of Service

This Rider is applicable to energy produced by the Customer's qualified renewable energy generating system. Electrical characteristics of the connection must be the same type supplied to Customer's premises at one point of delivery. Characteristics must be of a type normally available under the Service Regulations of the City.

Monthly Rate

An amount computed under the applicable rate schedule and any other applicable Riders with which this Rider is used, as adjusted to reflect energy delivered to the City as follows:

- 1. For non-TOU customers the amount of credit for all energy delivered to the City will be \$0.0232 per kWhr. In no case shall the energy delivered to the City be less than zero.
- 2. If the meter on the renewable energy interconnection output indicates a net consumption by the renewable energy source during any period, that energy consumption will be billed at the rate for the customer's normal consumption under the City's RT1, RS1, MG1, or GS2 rates as applicable. Discovery of customer loads connected between the meter and the renewable energy source will result in disconnection of the system.

3. Non-Industrial Customers will be Charged \$50.00 a month. This is a RGF1 For a Residential Generating Facilities Service Customer Charge.

Definitions

• Bilateral metering is defined as a system with separate meters for Customer consumption and renewable energy production. Bilateral metering is <u>not</u> net metering.

Special Conditions

- Customer must complete an applicable renewable energy interconnection request ("Application") and submit same to the City of Washington. This application and the interconnection shall be approved by the City prior to the Customer receiving service under this Rider.
- Customer's service shall be metered with two meters, one of which measures the energy provided by the City and the other measures the amount of energy generated by the Customer's renewable energy generator.
- 3. In the event the City determines that it is necessary to install a dedicated transformer or other equipment to protect the safety and quality of electric service provided to other customers, the PV system owner shall make an advance payment to the City in an amount equal to the cost of the required facility modifications.
- 4. The City reserves the right to test the Customer's renewable energy generator and the interconnection for compliance with the applicable interface criteria. Should it be determined that Customer's installation is in violation, the City will disconnect the renewable energy generator from the City's distribution system and it shall remain disconnected until the installation is brought into compliance.

Contract Period

The Contract Period for service under this Rider shall be five (5) years and thereafter shall be renewed for successive one-year periods. After the initial period, Customer may terminate service under this Rider by giving at least sixty (60) days previous notice of such termination in writing to the City.

The City may terminate service under this Rider at any time upon written notice to Customer in the event that Customer violates any of the terms or conditions of this Rider, or operates the generating system in a manner which is detrimental to the City or its Customers.

				£.	
Effective	for service	rendered	on and	after,	

City of Washington

Electric Department

Application Procedures for Interconnecting A Certified Photovoltaic Generating Facility

- 1.0 The Customer completes the Interconnection Request ("Application") and submits it to the City of Washington Electric Department.
- 2.0 The Electric Department acknowledges to the Customer receipt of the Application within thirty (30) business days of receipt.
- 3.0 The Electric Department evaluates the Application for completeness and notifies the Customer within thirty (30) business days of receipt that the Application is or is not complete and, if not, advises what material is missing.
- 4.0 The Electric Department verifies that the Photovoltaic Generating Facility can be interconnected safely and reliably. The Electric Department has thirty (30) business days to complete this process. Unless the Electric Department determines and demonstrates that the Photovoltaic Generating Facility cannot be interconnected safely and reliably, the Electric Department approves the Application and returns it to the Customer.
- 5.0 After installation, the Customer returns the Certificate of Completion to the Electric Department. The Certificate of Completion shall include the signature of the local electrical inspector or an attached final electrical inspection referencing the PV installation. Prior to parallel operation, the Department may inspect the Photovoltaic Generating Facility for compliance with standards which may include a witness test. The Department will also schedule appropriate metering placement, if necessary.
- 6.0 The Electric Department notifies the Customer in writing that interconnection of the Photovoltaic Generating Facility is authorized. If the witness test is not satisfactory, the Electric Department has the right to disconnect the Photovoltaic Generating Facility. The Customer has no right to operate in parallel with the grid until a witness test has been performed or previously waived on the Application. the Electric Department is obligated to complete this witness test within thirty (30) business days of the receipt of the Certificate of Completion.
- 7.0 Contact Information The Customer must provide the contact information for the legal applicant (i.e., the Interconnection Customer). If another entity is responsible for interfacing with the electric distribution system, that contact information must be provided on the Application.
- 8.0 Ownership Information Enter the legal names of the owner(s) of the Photovoltaic Generating Facility.

- 9.0 Underwriters Laboratories (UL) 1741 Listed This standard ("Inverters, Converters, and Controllers for Use in Independent Power Systems") addresses the electrical interconnection design of various forms of generating equipment. Many manufacturers submit their equipment to a Nationally Recognized Testing Laboratory (NRTL) that verifies compliance with UL 1741. The UL listing is then marked on the equipment and supporting documentation. The Photovoltaic Generation Facility must be listed and labeled in compliance.
- 10.0 Insurance Requirements The Customer shall furnish the Electric Department the required Certificate of Insurance naming the City of Washington as additional insured prior to interconnection of the system. For residential customers the minimum coverage shall be a standard homeowner's insurance policy with liability coverage in the amount of at least \$100,000 per occurrence. For non-residential customers, the minimum coverage shall be comprehensive general liability insurance with coverage of at least \$300,000 per occurrence.
- 11.0 Permits and Electrical Inspections The Customer shall obtain all local permits required for wiring modifications and/or installation of the Photovoltaic Generating System. The local Authority Having Jurisdiction shall perform required inspections and issue approval for connection.

CITY OF WASHINGTON

PHOTOVOLTAIC SYSTEM INTERCONNECTION

AND METERING NOTES

- 1. ALL CUSTOMER INSTALLATIONS MUST MEET THE REQUIREMENTS OF THE NATIONAL ELECTRICAL CODE (NFPA 70) AND ANY STATE OR LOCAL AMENDMENTS IN FORCE AT THE TIME OF INSTALLATION.
- 2. PHOTOVOLTAIC INVERTER/ISOLATION SYSTEM SHALL BE UL 1741 LISTED AND MEET THE REQUIREMENTS OF IEEE 1547.
- 3. CUSTOMER CONDUCTORS AND ISOLATION SWITCH SHALL BE SIZED IN ACCORDANCE WITH THE REQUIREMENTS OF THE NATIONAL ELECTRICAL CODE WITH A MINIMUM RATING OF 100A.
- 4. CUSTOMER ISOLATION SWITCH SHALL BE LABELED: "SOLAR PANEL ISOLATION SWITCH". ISOLATION SWITCH SHALL BE FUSED. ISOLATION SWITCH SHALL BE LOCKABLE IN THE OPEN POSITION.
- 5. ALL CUSTOMER-FURNISHED AND INSTALLED METER BASES SHALL BE OF A TYPE APPROVED BY THE CITY OF WASHINGTON FOR REVENUE METERING.
- 6. SOCKETS FOR TRANSFORMER-RATED (CLASS 20) METERS WILL BE INSTALLED BY THE CITY. ALL SELF-CONTAINED (CLASS 200) SOCKETS INSTALLED BY CUSTOMER.
- 7. SINGLE-PHASE UTILITY-INTERACTIVE INVERTER SYSTEMS SHALL NOT BE CONNECTED TO THREE-PHASE SUPPLY SYSTEMS. SEE NEC690.63 AND 705.100.
- 8. PHYSICAL ARRANGEMENT DRAWINGS ARE FOR THE TYPICAL INSTALLATION. ALTERNATE ARRANGEMENTS REQUIRE REVIEW AND APPROVAL BY THE CITY.
- 9. UITLITY POWER TRANFORMER CABINET PENETRATIONS NOT ALLOWED.
- 10. ALL METERS FURNISHED AND INSTALLED BY THE CITY.

City of Washington

Photovoltaic (PV) Interface Criteria

The City of Washington supports the development of renewable resources for generation of electric power. In order to maintain current levels of safety and power quality for the general public, electric system employees and customers, certain criteria must be applied to all alternative sources of electric power.

Specific criteria applying to photovoltaic (solar panel) installations are as follows:

- All PV installations must be connected to the City electric system through a separate PV interconnection meter. See attached installation illustration and single-line diagram.
- All PV equipment must comply with the requirements of and be labeled under Underwriters
 Laboratories Standard 1741 "Inverters, Converters, Controllers, and Interconnection Systems
 Equipment for Use with Distributed Energy Resources".

All PV systems must comply with IEEE Standard 1547 "IEEE Standard for Interconnecting Distributed Resources with Electric Power Systems".

- All PV systems must comply with IEEE Standard 1547.1 "IEEE Standard Conformance Test
 Procedures for Equipment Interconnecting Distributed Resources with Electric Power Systems"
 and IEEE Standard 1547.2 "IEEE Application Guide for IEEE Standard 1547, IEEE Standard for
 Interconnecting Distributed Resources with Electric Power Systems".
- All PV installations shall be made in accordance with the National Electrical Code (NFPA 70).
 Specific compliance with Article 690 and Article 705 is required. Installations shall be inspected and approved by the local Authority Having Jurisdiction.
- All PV installations shall have a service disconnect installed immediately adjacent to the meter
 for the PV system. The disconnect shall be fully accessible to and operable by the City's
 personnel at all times. The disconnect shall include provisions for locking in the open position.
 The disconnect shall be labeled in accordance with NEC 705.10.
- All PV installations are subject to review and testing by the City's Electric Department prior to connection and at subsequent times of the City's choosing.
- All interconnected PV systems shall be non-islanding. Systems found to produce voltage when
 disconnected from the electric distribution system will be disconnected without notice and will
 remain disconnected until installations are brought into compliance with specified standards.
- PV systems shall not interfere with the power quality of any customer of the City's electric distribution system. PV systems found to interfere with utility industry-accepted power quality standards will be disconnected from the system.

- The City's Electric Department will design and install reasonable and practical modifications to
 the electric distribution system to allow the interconnection of PV resources that would
 otherwise interfere with power quality delivered to other connections. In such cases, the PV
 system owner shall make an advance payment to the City in an amount equal to the cost of the
 required facility modifications.
- All PV systems shall operate within the range of 0.90 lead to 0.90 lag power factor.
- Residential PV systems shall be limited to 10 kW maximum ac output. Special provision may be negotiated for larger PV installations on an independent connection basis. PV systems larger than 10 kW maximum ac output capacity may require special review, additional testing and special interconnection facilities. In such cases, the PV system owner shall make and advance payment to the City in an amount equal to the cost of the required facility modifications.
- Residential Owners of PV systems shall obtain and retain in effect as long as the PV system is interconnected, standard homeowner's liability insurance with limits of at least \$100,000 per occurrence which protects the owner from claims for bodily injury and/or property damage. Non-residential owners of PV systems shall obtain, and retain in effect as long as the PV system interconnected, comprehensive general liability insurance with coverage of at least \$300,000 per occurrence. This insurance shall be primary for all purposes. The owner shall provide certificates evidencing this coverage as required by the City. The City reserves the right to refuse to establish or to continue the interconnection of the PV system if such insurance is not in effect.

The rules and references cited above represent the state of PV technology in March 2020. Information available subsequent to this writing may result in changes by the City of Washington in order to protect the safety of the public and the City's employees; as well as to maintain appropriate levels of power quality for all electric customers.

Application ID No	•
(1	or Town Use Only)

City of Washington

Electric Department

Application for

Interconnecting A Certified Photovoltaic Generating Facility

This Application is considered complete when it provides all applicable and correct information required below. Additional information to evaluate the Application may be required.

Processing Fee

Interconnection Customer

A non-refundable processing fee of \$100 must accompany this Application.

Name:		
	State:	
	(Evening):	
Fax:	Email:	
Contact (If different	t from Interconnection Customer)	
Name:		
City:	State:	Zip:
Telephone (Day):	(Evening):	
Fax:	Email:	
Owner of facility:		
Small Generating Fa	cility Information	
Location (if different	t from above):	
Electric Service By:	City of Washington (NC) Electric Department	
*Account Number:		

* If Existing Customer

Inverter Manu	facturer:		Model:	
Nameplate Rat	ting:	(kW)	(kVA)	(AC Volts)
	Sin	gle Phase	Three Phase	
System Design	Capacity: _	(kW) _	(kv	(A)
Prime Mover:	Photovolta	ic Fuel	Cell 🔲	
	Turbine [Other		
Energy Source:	: Solar 🗀			
	Other (des	cribe)		
Is the equipme				No
	If Y	es, attach manufa	cturer's cut-sheet sho	owing UL 1741 Listing.
Estimated Insta	allation Date	· :	Estimated In-S	Service Date:
1 2 3 4				Entity
Interconnectio	n Customer :	Signature		
agree to abide	by the Term	s and Conditions fo er Than 10 kW and	or Interconnecting an	provided in this Application is true. I Inverter-Based Photovoltaic e of Completion when the Small
Signed:				Date:
Printed:				

Contingent Approval to Interconnect the Small Generating Facility (For City Use Only)

Interconnection of the Small Generating Facility is approved contingent upon the Terms and Conditions for Interconnection an Inverter-Based Photovoltaic Generating Facility No Larger Than 10 kW and return of the Certificate of Completion.

City of Washington			
Signature:			
Title:		Date:	
Application ID Number:			
Electric Department waiv	ves inspection/witness test?	Yes	No
Attachment 1 – Photovo	taic Interface Criteria		
Attachment 2 – PV Syste	m Interconnection and Meteri	ng Notes	
Attachment 3 – Single-LinkW Capacity	ne Diagram for Interconnection	n of Photovoltaic (Generation System Less Than 10
Attachment 4 – Physical	Connection Illustration for Me	tering and Disconr	nect
Attachment 5 – Certificat	e of Completion		
Attachment 6 – City of W	ashington Electric Departmen	t Renewable Energ	gy Facilities Rider

City of Washington

Electric Department

Certificate of Completion For

Certified Photovoltaic Generating Facility

Installation Information	Check if Owner-installed	
Interconnecting Customer:	Co	ntact Person:
Mailing Address:		
Location of Facility (if different	from above):	
City:	State:	Zip:
Telephone (Day):	(Evenin	g):
Fax:	Email:	
Electrician:		
Name:		
Mailing Address:		
City:	State:	Zip:
Telephone (Day):	(Evenin	g):
License Number:		
		gton:
Inspection:		
The system has been installed a City of Washington, NC:	and inspected in compliance w	ith the local Building/Electrical Code of the
Signed (Local Electrical Inspect	or, or attach signed electrical in	nspection):
Name (Printed)		Date:

signed electrical permit to:
Electric Department Director
City of Washington Electric Department
Post Office Post 1988
Washington NC 27889
Fax: (252) 946-1965

Approval to Energize Facility (For City Use Only)
Energization of the Facility is approved contingent upon the terms and conditions of this Agreement:
Authorized City Signature: Date:
Title:

As a condition of interconnection you are required to send a copy of this form along with a copy of the